

# **DOCUMENTS REQUIRED**

**NOC**

**FOR TITLE OF A PERIODICAL/  
NEWSPAPER**



**OFFICE OF THE PRESS REGISTRAR  
M/O INFORMATION AND BROADCASTING  
ISLAMABAD**

[pressregistrar@opr.gov.pk](mailto:pressregistrar@opr.gov.pk)

## **NOC For Fresh Title of a Periodical/ Newspaper: (On Self-basis)**

Following documents are required to be submitted with prescribed proforma for NOC for Fresh Title of a periodical on self-basis;

- Copy of valid CNIC of applicant (duly attested by Government Officer in BS-17 or above);
- Attested Copy of master's or bachelor's degree/ equivalence of publisher with **original HEC attestation stamps**; (In case of foreign degree, HEC's recognition/ equivalency certificate required);
- **Original Experience Certificate** in journalism of Registered Newspaper issued by Chief Editor/ Publisher, Name & Stamp of issuing authority is necessary; 5-year experience if the applicant is a master's degree holder/ 10-year experience if the applicant is a bachelor's degree holder.
- At least **10-15 original articles/news stories/news clippings** published during period mentioned in experience certificate with name of applicant to verify the certificate as bona fide;
- *{If the applicant is a professional degree holder, applied for a title in a specific professional field then shall furnish an experience certificate and news clippings/articles in that respective field.}*
- Original Receipt of fee for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On 32-A Challan Form in any branch of NBP / **State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- **No Objection Certificate from Proposed Printer** of Publication as specified on original letterhead of printing press;
- Copy of **Form-A** of proposed printer of publication;
- Original Affidavit of Applicant (Owner/Publisher) as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Original Affidavit of source of funding as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner.

## **NOC For Fresh Title of a Periodical/ Newspaper: (On Behalf of Authority)**

Following documents are required to be submitted with prescribed proforma for NOC for Fresh Title of a periodical;

- Copies of valid CNIC of owner, publisher and editor (duly attested by Government Officer in BS-17 or above);
- Attested Copy of master's or bachelor's degree/ equivalence of publisher with **original HEC attestation stamps**; (In case of foreign degree, HEC's recognition/ equivalency certificate required);
- **Original Experience Certificate** in journalism of Registered Newspaper issued by Chief Editor/ Publisher, Name & Stamp of issuing authority is necessary; 5-year experience if the applicant is a master's degree holder/ 10-year experience if the applicant is a bachelor's degree holder.
- At least **10-15 articles/news stories/news clippings** published during period mentioned in experience certificate with name of applicant to verify the certificate as bona fide;
- *{If the applicant is a professional degree holder, applied for a title in a specific professional field then shall furnish an experience certificate and news clippings/articles in that respective field.}*
- Original Receipt of fee for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-**-(On **32-A Challan Form** in any branch of NBP / **State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- **No Objection Certificate from Proposed Printer** of Publication as specified on original letterhead of printing press;
- Copy of **Form-A** of proposed printer of publication;
- Original Affidavit of Publisher as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner;
- Original Affidavit of Owner for source of funding as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- **Authority Letter of Competent Authority** (CEO/ Head of Organization) with nomination of Publisher on original letter head;
- Attested copy of **registration certificate of company/authority/etc.** along with affidavits verified by the concerned registration authority;

## **NOC For Change of Printing Press of Periodical/ Newspaper:**

Following documents are required to be submitted with prescribed proforma for NOC for Change of Printing Press of Title of a periodical;

- Copy of valid CNIC of applicant (duly attested by Government Officer in BS-17 or above with stamp);
- Attested copies of Declarations of Publisher and outgoing Printer of Publication;
- Attested copy of Declaration (Form A) of incoming Printer;
- Copy of Registration Certificate of Publication;
- True Attested copy of Regularity Certificate;
- Three months latest issue of publication;
- Original Receipt of fee for NOC duly verified by Treasury Officer; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On **32-A Challan Form** in any branch of NBP / **State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Bank Statement of last six months (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- No Objection Certificate from Outgoing Printer about clearance of dues of employees and clients duly signed and stamped as specified on original letterhead of printing press;
- No Objection Certificate from Incoming Printer duly signed and stamped as specified on original letterhead of printing press;
- Original Affidavit of Applicant (Owner/Publisher) as specified on stamp paper of Rs.100/-duly attested by Oath Commissioner;
- Original Affidavit of source of funding and clearance of dues of employees as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner.
- Authority Letter of Competent Authority (CEO/ Head of Organization) with nomination of Publisher on original letter head; **(if applicable)**
- Attested copy of registration certificate of company/authority/etc. along with affidavits verified by the concerned registration authority;**(if applicable)**

## **NOC For Change of Language of Periodical/ Newspaper:**

Following documents are required to be submitted with prescribed proforma for NOC for Change of Language of Title a of periodical;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above, with stamp by name);
- Attested copies of Declarations of Publisher and Printer of Publication;
- Copy of Registration Certificate of Publication;
- True Attested copy of Regularity Certificate;
- Three months latest issue of the publication;
- Bank Statement of last six months (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- Original Receipt of fee for NOC duly verified by Treasure Officer; Rs.5000/- for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is Rs. 1,000/- (On 32-A Challan Form in any branch of NBP / State Bank in A/C # Co3886, Account Title: Government of Pakistan);
- Original Affidavit of Owner/Publisher as specified on stamp paper of Rs.100/-duly attested by Oath Commissioner;
- Original Affidavit of source of funding and clearance of dues of employees as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner.
- Authority letter of chief executive/dean/chairman of authorizing institution/ organization etc. on original letterhead; (if applicable)
- Brief detail about management of authority/organization/institution with copy of registration certificate with SECP etc.; (if applicable)

## **NOC For Change of Periodicity of Periodical/ Newspaper:**

Following documents are required to be submitted with prescribed proforma for NOC for Change of Periodicity of Title a of periodical;

- Copy of Valid CNIC (duly attested by Government Officer in BS-17 or above, with stamp);
- Attested copy of Declaration of Publisher of the Publication;
- Attested copy of Declaration of Printer of the Publication;
- Copy of Registration Certificate of the Publication;
- True Attested copy of Regularity Certificate;
- Three months latest issue of the publication;
- Bank Statement of last six months (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- Original Receipt of fee for NOC duly verified by Treasure Officer; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On **32-A Challan Form** in any branch of NBP / **State Bank** in A/C # **C03886**, Account Title: **Government of Pakistan**);
- Original Affidavit of Owner/Publisher as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner;
- Original Affidavit of source of funding and clearance of dues of employees as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner.
- Authority letter of chief executive/dean/chairman of authorizing institution/ organization etc. on original letterhead; **(if applicable)**

## **NOC For Other Station of Periodical/ Newspaper:**

Following documents are required to be submitted with prescribed proforma for NOC for Other Station of Title a of periodical;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above with stamp);
- Attested copies of Declarations of Publisher and Printer of Publication (all previously allotted Stations);
- Copy of Registration Certificate(s) of Publication (all previously allotted Stations);
- True Attested copy of Regularity Certificate (all previous stations);
- Three months latest issue of publication (from all previous stations each);
- Original Receipt of fee for NOC duly verified by Treasury Officer; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On **32-A Challan Form** in any branch of **NBP / State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- No Objection Certificate from Proposed Printer of Publication as specified on original letterhead of printing press;
- Copy of Form-A of proposed printing press;
- Original Affidavit of Applicant (Owner/Publisher) as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Original Affidavit of source of funding as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner.
- Authority letter of chief executive/dean/chairman of authorizing institution/ organization etc. on original letterhead; (**if applicable**)
- ***If Owner nominates a new Publisher of title for the proposed other station, submission of following documents of new publisher is mandatory;***
- ***Attested Copy of master's or bachelor's degree/ equivalence with original HEC attestation stamps; (In case of foreign degree, HEC's recognition/ equivalency certificate required);***
- ***Original Experience Certificate*** in journalism of Registered Newspaper issued by Chief Editor/ Publisher, Name & Stamp of issuing authority is necessary; 5-year experience if the applicant is a master's degree holder/ 10-year experience if the applicant is a bachelor's degree holder.
- ***At least 10-15 articles/news stories/news clippings*** published during period mentioned in experience certificate with name of applicant to verify the certificate as bona fide;

## **NOC For Transfer of Ownership of Title of Periodical/ Newspaper:**

Following documents are required to be submitted with prescribed proforma for NOC for Transfer of Ownership of Title of periodical;

- Copy of valid CNIC of owners (Incoming & Outgoing) (duly attested by Government Officer in BS-17 or above with stamp);
- Attested Copy of master's or bachelor's degree/ equivalence of applicant (incoming owner) with **original HEC attestation stamps**; (In case of foreign degree, HEC's recognition/ equivalency certificate required);
- **Original Experience Certificate** in journalism of Registered Newspaper issued by Chief Editor/ Publisher, Name & Stamp of issuing authority is necessary; 5-year experience if the applicant is a master's degree holder/ 10-year experience if the applicant is a bachelor's degree holder;
- At least **10-15 articles/news stories/news clippings** published during period mentioned in experience certificate with name of applicant to verify the certificate as bona fide;
- Original Receipt of fee for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On **32-A Challan Form** in any branch of NBP / **State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- Attested Copies of declarations of outgoing publisher and printer;
- Copies of Registration certificate(s) of allotted stations;
- **True Attested copy** of Regularity Certificate(s) of all allotted stations;
- **Three months issue** of publication of all allotted stations;
- Original Affidavit of Applicant (incoming Owner) as specified on stamp paper of Rs.100/-duly attested by Oath Commissioner;
- Original Affidavit of source of funding as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- **Sale agreement** b/w both parties as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- **In person attendance** of both incoming and outgoing owners before the Press Registrar or Designated Officers, as the case may be; (**Attendance Sheet to be signed by both owners**)
- In case of death of owner, death certificate, Inheritance certificate from NADRA and **true copy of a Court Order with nomination of Applicant**, wherein rest of the legal heirs while giving permission to the applicant to act as publisher/owner surrender their rights for title of publication;



## **NOC For Change of Publisher-ship of Title of Periodical/ Newspaper:**

Following documents are required to be submitted with prescribed proforma for NOC for change of publisher-ship of Title of periodical;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above with stamp);
- Attested Copy of master's or bachelor's degree/ equivalence of applicant with **original HEC attestation stamps**; (In case of foreign degree, HEC's recognition/ equivalency certificate required);
- **Original Experience Certificate** in journalism of Registered Newspaper issued by Chief Editor/ Publisher, Name & Stamp of issuing authority is necessary; 5-year experience if the applicant is a master's degree holder/ 10-year experience if the applicant is a bachelor's degree holder.
- At least **10-15 published articles/news stories/news clippings** published during period mentioned in experience certificate with name of applicant to verify the certificate as bona fide;
- Original Receipt of fee for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On **32-A Challan Form** in any branch of **NBP / State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- Attested Copies of declarations of outgoing publisher and printer;
- Copies of Registration certificate(s) of all allotted stations, if any;
- True Attested copy of Regularity Certificate(s) of all allotted stations, if any;
- Three months issue of publication of all allotted stations;
- Original Affidavit of Applicant (incoming Publisher) as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Original Affidavit of source of funding on behalf of Owner (Authority/ Organization/ Media House/ Company etc. as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner.
- Authority Letter of Competent Authority (CEO/ Head of Organization) in favour of Applicant on original letter head;
- Attested copy of registration certificate of company/authority/etc. with the concerned registration authority along with detail of its management;
- In person attendance of both incoming and outgoing publishers before the Press Registrar or Designated Officers, as the case may be; (**Attendance Sheet to be signed by both publishers**)