

## **ZONE ENTERPRISE ADMISSION CRITERIA**

**[NAME OF SEZ]**

1. The enterprise is in designated industry/sector as appropriate for the zone; and
2. The sponsors/owners/present management has/is:
  - a) not engaged into any illegal industrial, financial or services business or dealings;
  - b) not defaulted in their loans towards banks along with the companies in which they are director or major shareholder;
  - c) never been convicted of fraud or breach of trust or of an offence involving moral turpitude or removed from service for misconduct;
  - d) neither been adjudged as insolvent nor suspended payment of his debts nor has compounded with his creditors;
  - e) net-worth as per wealth statements submitted with the tax authorities is not less than twice the amount to be subscribed by him personally;

**DOCUMENTS TO BE ATTACHED WITH  
ZONE ENTERPRISE ENTRY APPLICATION**

1. Business Plan especially stating next five years' production, exports, employment generation, domestic raw material consumption, imported raw material, and local and imported machinery.
2. Land, utilities and the services required from SEZ and the time line thereof.
3. Description and sources of employment.
4. Certified copy of the Certificate of Incorporation/Registration of Firm
5. Certified copy of Memorandum & Articles of Association.
6. National Tax Number Certificate and General Sales Tax Number Certificate.
7. List of owners and key managerial staff with their NIC, NTN, cell, email and addresses along with their CVs/profiles. In case of foreigners, their passport numbers are required in place of NIC.
8. Business Profile of the company/firm
9. Financial statements and income tax returns – last 3 years
10. Name, address, NIC, NTN, Phone, Email of Principal Officer
11. Entry card Applications of the persons immediately required to enter into SEZ
12. Application fee of in the shape of demand draft/pay order in favor of the person as may be prescribed.

**FORMAT OF ZONE ENTERPRISE ENTRY APPLICATION**  
**[NAME OF SEZ]**

[The application should be submitted in six copies along with Demand Draft of Rs. \_\_\_\_\_/-]

Date:

Reference:

The Chairman  
SEZ Committee  
SEZ [full name]  
Address

Dear Sir/Madam

**ZONE ENTERPRISE ENTRY APPLICATION**

We, the (name of the Organization)\_\_\_\_\_  
hereby apply for admission into SEZ (full name of SEZ)\_\_\_\_\_. We hereby  
undertake to abide by all the Rules and Regulations of SEZ and all the applicable laws of  
Pakistan. The necessary particulars are given below and the requisite documents are attached.

**PART ONE**

---

- 1.1 Name and Address of the Applicant organization
- 1.2 Status of the Applicant (company/firm/proprietorship)
- 1.3 Address of the Applicant
- 1.4 Email Address of the Applicant
- 1.5 Website
- 1.6 Telephone
- 1.7 Fax No.
- 1.8 National Tax Number
- 1.9 General Sales Tax Registration Number
- 1.10 Name of Principal Officer for all practical purposes
- 1.11 Email, Phone, fax and address of Principal Officer

## PART TWO

---

- 2.1 Nature of Business
- 2.2 Small Scale/SME/Large scale
- 2.3 Total Project cost
- 2.4 Equity
- 2.5 Loan
- 2.6 Other such as grant etc
- 2.7 Foreign investment & type i.e. equity/loan/machinery (please specify core terms)
- 2.7 Details of foreign technical collaboration
- 2.8 List of machinery to be imported & possible countries of import

## PART THREE

---

- 3.1 Annual production capacity
- 3.2 Products to be produced
- 3.3 Similar local products
- 3.4 Similar imported products
- 3.5 Expected yearly values for five years of the products to be produced
- 3.6 Are the products to be produced for local market or export or both?
- 3.7 If products are to be produced for export, values for five years in \$ terms
- 3.8 Name of the raw materials to be consumed
- 3.9 Yearly expected value of raw materials to be consumed for five years
- 3.10 Net foreign exchange inflow/outflow over first five years on yearly basis
- 3.11 Annual projected profits for the first five years
- 3.12 Annual employment generation - first five years (separately specify male and female)
- 3.13 Foreigner employee are required and if so how many and their expected induction

## PART FOUR

---

- 4.1 Land requirement in Acres
- 4.2 Need Warehousing/storage facility and if so nature and area required in sq meters?
- 4.3 Electricity requirement (Please quantify)
- 4.4 Will you set up your own generator and if so, of what capacity and fuel?
- 4.5 Gas requirement
- 4.6 Water requirements (annual) and if possible for the next five years
- 4.7 Landline Phone requirements
- 4.8 Nature of water to be drained in SEZ Sewerage (annual outflow estimates for first five years) and its treatment status.
- 4.9 Quantum and nature of effluents and their mode of disposal
- 4.10 Wastes and their disposals

I/We hereby declare that the above statements and attached documents are true and correct to the best of my/our knowledge and belief. I/We shall abide by any other condition, which may be stipulated by the SEZ Committee/Developer.

I/We fully understand that Approval/Admission granted to me/us on the basis of these statements and attached documents and in case they are found incorrect or false, the Approval/Admission is liable to cancellation or any other action that may be taken having regard to the circumstances of the case.

You are requested to kindly process the Application in due course of time and meanwhile issue us an acknowledgement and oblige.

Thanking you

Sincerely

Signature\_\_\_\_\_ [stamp]

Name of the Authorized Signatory

Email Address

Phone No.

Fax No.

---

**For Official Use Only**

Application No. \_\_\_\_\_

Demand Draft/Pay Order No. \_\_\_\_\_ dated \_\_\_\_\_ Bank \_\_\_\_\_

Received by \_\_\_\_\_ dated \_\_\_\_\_ Time \_\_\_\_\_

**Attachments:**

1. Business Plan especially stating next five years' production, exports, employment generation, domestic raw material consumption, imported raw material and local and imported machinery.
2. Land, utilities and the services required from SEZ on the time line.
3. Preliminary architectural drawings.
4. Description and sources of employment.
5. Certified copy of Certificate of Incorporation/Registration of Firm
6. Certified copy of Memorandum & Articles of Association.
7. National Tax Number Certificate and General Sales Tax Number Certificate
8. List of owners and key managerial staff with their NIC, NTN, cell, email and addresses along with their CVs/profiles. In case of foreigners, their passport numbers are required in place of NIC.
9. Business Profile of the company/firm
10. Financial statements and income tax returns – last 3 years
11. Name, address, NIC, NTN, Phone, Email of Principal Officer
12. Entry card Applications of the persons immediately required to enter into SEZ
13. Application fee of Rs. \_\_\_\_\_ in the shape of demand draft/pay order in favor of the person as may be prescribed.