|  |  |
| --- | --- |
| **FORM-1** |  |
|  |
| **Application for Company Incorporation** |
|  |
| ***[Pursuant to Section 16 of the Companies Act, 2017 read with Regulations 8 & 30 of the Companies Regulations, 2024]*** |

**PART-I**

|  |
| --- |
| *(Please complete in typescript or in bold block capitals)* |

|  |  |  |
| --- | --- | --- |
| 1.1 | Name of the Company |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1.2 | Fee Payment Details | 1.2.1 | Challan No |  | 1.2.2 | Challan Amount (Rs.) |  |

**PART-II**

**Section–A Company information**

|  |  |  |
| --- | --- | --- |
| 2.1 | Registered office Address, if any |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | City |  | District |  | Province |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Telephone Number |  | Email Address |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Mobile Number of Chief Executive/Secretary/any director (Preferably whatsapp enabled number) |  | Financial Year End |  |

|  |  |  |
| --- | --- | --- |
| 2.2 | Correspondence Address\* |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | City |  | District |  | Province |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Telephone Number  |  | Email Address |  |

|  |  |
| --- | --- |
| Mobile Number Chief Executive/Secretary/any director (Preferably whatsapp enabled number) |  |

\*Information regarding correspondence address is to be provided only if the company does not have a place as its registered office at the time of incorporation of company in Sr. No. 2.1 above.

 (Please check the relevant box)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2.3 Whether the company is wholly owned subsidiary of Federal Government and has been notified by the federal Government in official gazette  | **Yes** |  | **No** |  |

*(Attach copy of notification published in official gazette)*

|  |  |  |
| --- | --- | --- |
| 2.4 | Principal line of business (Brief objects as per clause 3 (i) of the Memorandum may be mentioned including additional clauses (up to 3), if any.) |  |

**Section–B**  **Capital Structure**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | Class/ Kind | Face Value | Number of shares | Total Amount |
| 2.5 | Authorized Capital |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 2.6 | Paid Up Capital |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 2.7 | Minimum Subscription amount *(Applicable in case of Public Companies)* | Rs. |

**Section – C – Special business information\***

(Applicable in case of Banking Company, Non-banking Finance Company (Asset Management Services, Leasing, Investment Finance Services, Investment Advisory Services, REIT Management Services, Housing Finance Services, Private Equity and Venture Capital Fund Management Services, Discounting Services, Pension Fund Scheme Business, Micro Financing), Corporate Restructuring Company, Insurance Business, Modaraba Management Company, Stock Brokerage business, forex, Clearing House, Securities and Futures Advisor, Commodity Exchange, managing agency, business of providing the services of security guards or any other business subject to license and restricted under any law for the time being in force or as may be specified by the Commission or any other government authority).

|  |  |  |
| --- | --- | --- |
| 2.8 | Nature of business in case of specialized business requiring license / permission / approval (please specify and also attach NOC / approval of the relevant authority) |  |

 *\*(Additional documents may be required by the registrar)*

**Section–D Company subscribers, directors, chief executive officer, and in case of single member company, name of nominee**

2.9 State Number of directors fixed by subscribers:

*[Please note that as per law a company must have minimum director as follows:]*

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |  |
| --- | --- | --- |
| ***Kind of Company*** | **Minimum number of directors required by law** | **No. of proposed directors** |
| *Single Member Company* | 01 |  |
| *Private Limited Company* | 02 |  |
| *Public Limited Company* | 03 |  |

 |

|  |
| --- |
| 2.10 Details of subscribers, directors and chief executive officer **\*** |
|  |
| Name and surname (present and former) in full | CNIC/NICOP (in case of Pakistani national) or Passport No (in case of foreigner | \*\* Incorporation/ Registration No. | Nationality (with former nationality and nationality of the origin, if different) | \*\*\*Occupation | Residential address/ registered office address or principal office (in case of a Subscriber other than a natural person) | NTN (in case of director, where applicable) | Designation (Director/Subscriber/ CEO) Please specify | Nature of directorship (appointed, nominee/ independent/ other) | Name of entity nominating the director | No. of shares subscribed (for subscriber) | Class & Kind of shares  | \*\*\*\*Signatures |
| **(a)** | **(b)** | **(c)** | **(d)** | **(e)** | **(f)** | **(g)** | **(h)** | **(i)** | **(j)** | **(k)** | **(l)** | **(m)** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

\* Add details as applicable.

\*\* Applicable on subscribers other than natural persons.

\*\*\* Please also mention names of other companies where directorship is held.

\*\*\*\* Signature of subscribers and consent to act as director or chief executive as the case may be. In case of online submission, the document will be signed electronically.

**2.11 Details of Nominee** (only in case of single member company - Nominee shall not be a person other than relatives of the member- namely, a spouse, father, mother, brother, sister and son or daughter)

|  |  |
| --- | --- |
| Name of Nominee |  |

|  |  |
| --- | --- |
| CNIC/NICOP of Nominee |  |

|  |  |
| --- | --- |
| Residential address of Nominee |  |

|  |  |
| --- | --- |
| Telephone/Mobile number of Nominee |  |

|  |  |
| --- | --- |
| Email address of Nominee |  |

|  |  |
| --- | --- |
| Relationship of Nominee with subscriber |  |

|  |  |
| --- | --- |
| Signature of Nominee  |  |

**Section–E Articles of Association**

2.12 If the company intends to adopt the Articles contained in First Schedule to the Act, please tick the relevant box.

|  |  |  |
| --- | --- | --- |
| **Status of company** | **Applicable relevant table of First Schedule** | ***Please tick relevant box*** |
| Company limited by shares | Table A - Part-I |  |
| Single member company limited by shares | Table A - Part-II |  |
| Company limited by guarantee and not having a share capital | Table C |  |
| Company limited by guarantee and having a share capital | Table D |  |
| Unlimited company having a share capital | Table E |  |

2.13 If the company has not adopted articles of association contained in First Schedule to the Act, it shall attach the articles of association.

**PART-III**

**Declaration under section 16**

|  |  |  |
| --- | --- | --- |
| 3.1 | Declarant Name |  |

|  |  |  |
| --- | --- | --- |
| 3.2 | Declarant Profession / Designation*(Please tick the relevant box)* | * Authorized Intermediary
* a person named in the articles as Director of the proposed company
 |

|  |  |  |
| --- | --- | --- |
| 3.3 | Declaration | I do hereby solemnly and sincerely declare that: 1. I have been authorized as declarant by the subscribers;
2. all the requirements of the Companies Act, 2017, and the regulations made there under in respect of matters precedent to the registration of the said Company and incidental thereto have been complied with.
3. necessary information about the ultimate beneficial owners of the proposed company, if any, as specified in regulation 13, has been obtained and is available on record.

d) I make this solemn declaration conscientiously believing the same to be true. |

|  |  |  |
| --- | --- | --- |
| 3.4 | Declarant Signature  |  |

|  |  |  |
| --- | --- | --- |
| 3.5 | Registration No of authorized intermediary, if applicable  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | DD |  | MM |  | YYYY |
| 3.6 | Date  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **Enclosures**: |
| 1. Memorandum of Association;
2. Articles of Association, (if the company has not adopted the Articles from the First Schedule);
3. Copies of valid CNIC/NICOP of the subscribers/directors/chief executive officer or copy of Passport in case of a foreigner;
4. Copy of valid CNIC/NICOP of nominee only in case of single member company or copy of Passport in case of a foreigner;
5. Copy of valid CNIC of witness in case of physical filing;
6. NOC/Letter of Intent/ License (if any) of the relevant regulatory authority in case of specialized business;
7. Authority letter for filing of documents for the proposed company as per requirement of clause (vi) of sub-regulation (2) of regulation 8;
8. Copy of valid CNIC/Passport of person duly authorized by the Board of directors of a body corporate which is a subscriber along with copy of Board resolution and attendance sheet. In case of a subscriber which is a limited liability partnership, copy of valid NIC/ Passport of designated partner empowered to act as such, along with copy of instrument empowering him;
9. In case the subscriber is a foreign company or a foreign body corporate, the profile of the foreign company, detail of its directors, their nationality and country of origin, certified copy of its charter, statute or memorandum and articles, copy of the certificate of incorporation, Board resolution by the foreign company for appointment of nominee and authorization to acquire shares in the proposed company, an undertaking on stamp paper of requisite value duly signed, notarized and witnessed;
10. in case the subscriber is an individual of foreign nationality, five sets of copies of bio data, copies of valid passport and an undertaking on stamp paper of requisite value duly signed, notarized and witnessed;
11. Notification of federal government for exemption for payment of fee, if applicable.
12. Original challan or other evidence of payment of fee specified in Seventh Schedule of the Act (not applicable in case of online filing).
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|  |

Witness to above signatures: *(Only for the documents submitted in physical form)*

|  |  |
| --- | --- |
| Signatures  |  |
| Full Name (in Block Letters)  |  |
| Nationality  |  |
| CNIC No. / Passport No. |  |
| Usual residential address  |  |