

Azad Jammu & Kashmir Travel Agencies and Tour Operators Rules, 2018

FORM I

[See rule 3 (1)]

Form of application for license

1. Name of the person/firm.....
2. Business address (if registered, please give registered address), *if the* principal place of business is outside Pakistan *or the* company is incorporated outside Pakistan, give %name and address of the duly authorized agent in Pakistan
3. Nature *of the* firm whether proprietary, partnership, private company, public company, limited or unlimited.
4. Year of establishment (year of registration in case *of* partnership company. Please attach attested copy of registration certificate)
5. (a) Telephone number with number of lines;
(b) Email address/website;
(c) Details of branch offices, if any proposed.
6. Capital invested (please indicate clearly the paid-up capital and enclose certificate of appropriate authority in support of your statement).
7. Names and addresses of directors/partner and manager, indicating qualifications and experience *of* each in travel business (separately for those heading each branch office.)
8. Name/Names of banker (please attach reference from the bank).
9. Name *of* address of auditors, *if* any.
10. Number of staff category-wise proposed to be employed (separately *for* each branch office).
11. Nature of business (give details indicating clearly the field of operation proposed to be undertaken),
12. Whether any other activities are proposed to be undertaken, if so in what field?
13. Please indicate airline, rail, shipping agencies (including foreign agencies, negotiated or proposed to be acquired).
14. Please give the following details:
(i) Assets, (ii) Liabilities, clearly showing investments, tangible and intangible assets loan and other liabilities, reserve funds, cash and bank balance.
17. Do you hold a license to deal in foreign-exchange? If so, please give your license number and date (enclose attested copy of the license) with a statement of foreign exchange earned during the last three calendar years, duly certified by your bankers.
18. Please give details of your connections with foreign travel agents and tour operators (enclose copies of agreements, *if* any, entered into with them).
19. Please state if you or your manager or a partner or any of the directors of your company have ever been convicted of an offence. If so, please give details.
20. Please give a detailed plan of *your* office (including each branch office, if any) indicating the space, various counters, show windows, etc.

Declaration. — I/we hereby solemnly declare that all the particulars given above are correct.
I/we hereby solemnly declare that *if* a license is granted to me/us. I/we will abide by the Travel Agencies Act, 2018, and the rules made there under, the terms of *the* license granted to me/us, and the Code of Conduct.

Date : _____

Signature of applicant

Place of application: _____

Note. — This application should be accompanied by:

- (1) the last three years audited account reports duly certified by the auditors of the applicant (for the existing agencies-only),
- (2) up-to-date income-tax clearance certificate from the appropriate authority.