



**Government of Pakistan
Ministry of Religious Affairs
and Inter Faith Harmony**

**Application Form for Enlistment/
Enrollment as Hajj Group Organizer (HGO)**

For Official Use:
Directorate:
Enrollment No. (if any)
Munnazam No. (if any)

COMPANY INFORMATION:

Name of Company						
Present Operational Address of Company	District: _____ Province: _____					
	Phone No. (with area code)			Fax No. (with area code)		
	Website			Email		
Registered Office Address	District: _____ Province: _____					
	Phone No. (with area code)			Fax No. (with area code)		
	Website			Email		
SECP Registration No. (As Ltd Company)						
Date of Incorporation/ Registration						
Authorized capital in PKR				Paid up capital in PKR		
Registered with Department of Tourism of Pak.	Yes	No	If Yes Reg. No./year		NTN No. of company	
Any other information						

CHIEF EXECUTIVE/ DIRECTORS PARTICULARS ALONGWITH PHOTOGRAPHS

Sr. No.	Name	Designation	Qualification	CNIC No.	NTN No.	Share (%)
1						
2						
3						
4						
5						

Photograph 4X3 cm	Photograph 4X3 cm	Photograph 4X3 cm	Photograph 4X3 cm	Photograph 4X3 cm
1	2	3	4	5
Signature	Signature	Signature	Signature	Signature

EMPLOYEE'S DETAIL:

Sr. No.	Name	Designation	CNIC No.	Qualification
1				
2				
3				
4				
5				
6				
7				

COMPANY FINANCIAL ANALYSIS WITH VERIFIABLE DOCUMENTARY EVIDENCE

Tax Paid for the Years	2013	2014	2015	2016	2017	2018
Certificate that Company is not defaulted any Bank Loan					Yes	No
Financial Audit Reports duly Audited by Chartered Accountants Firms (preferably QCR certified)	2016		2017		2018	
	Yes	No	Yes	No	Yes	No
If Not submitted, then reason						
Clearance Certificate from SECP about Dispute, if any					Yes	No
If No, give details / Decision of the Forum						
Convicted from any Court of Law with Criminal / Civil Offence, etc (Yes/ No, if Yes give details)						
Has the Company Blacklisted by KSA or any Foreign Agency (Yes/ No if Yes give details)						
Office Premises Area (Sq. Feet)		Premises Type	Own	Hired		
IT Infrastructure:	No. of Computers	DSL Connection	Yes/ No	Printers	Yes/ No	

ANY OTHER EXPERIENCE from 2004 or before..... till 2018 (additional sheets may be attached)

Year	Name of Company/ Agreement with Foreign Company	Name of country	Reg. No.	No. of Mu'tamar / Zaireen	
				Umrah	Ziarat
2004					
2005					
to					
2017					
2018					
TOTAL MU'TAMAR/ ZAIREEN					

DETAILS OF BANK DRAFT:

Bank Name: _____ Bank Draft No: _____ Amount (Rs.): _____ Dated: _____

I also hereby solemnly declare that all information provided in this application is correct to the best of my knowledge and belief. In case of any information found incorrect or false, my enlistment may be revoked or cancelled, as the case may be.

Dated: _____

Signature: _____

Name: _____

Designation: Chief Executive

Official Stamp: _____

Checked and verified by respective Director Haji Camp _____

Receipt No. _____ dated _____

Signature (Director Haji Camp)
(Official Stamp)

CHECKLIST FOR ENLISTMENT APPLICATION FORM

Sr. No.	Document	Yes	No
1	Certificate of incorporation		
2	Form A of SECP		
3	NTN Certificate of Company		
4	NTN Certificates of Chief Executive and Directors		
5	Copies of CNICs of Chief Executive and Directors		
6	Form 21 of SECP (Certified by SECP)		
7	Form 29 of SECP (Attested Latest)		
8	Form 3 of SECP (Attested Latest)		
9	Copies of passports of Chief Executive & Directors of the Company		
10	Clearance Certificate from SECP about any Dispute		
11	Financial Reports of last 03 years duly Audited by Chartered Accountant Firms (preferably QCR certified)		
12	Certificate from State Bank of Pakistan that Company has not defaulted any Bank Loan		
13	Verifiable certified documentary evidence of experience from the concerned quarters		
14	Three sets of Application Forms with Attested documents.		
15	Any other documents mentioned in the form, etc		