

Government of Pakistan  
Ministry of Religious Affairs & Interfaith Harmony  
(Umrah Section)

**APPLICATION FORM FOR ATTESTATION OF CONTRACT AGREEMENT**

S#	<u>PARTICULARS</u>	Yes/No
1	<b>Profile of Tour Operator:</b> i) Legal Name ii) Registration Number iii) Date of Establishment iv) valid up to v) Office Address vi) Approved and Authorized Branch Office vii) website & email address	
2	<b>Profile of Saudi Umrah Company:</b> i) Certified Copy(s)/proof of the Saudi Company valid registration with Saudi Authorities for the current year along with details of quota allocated and number of agents authorized to them. ii) Copy of Contract/Agreement each page of the contract documents duly signed and stamped by the parties.	
3	Umrah packages details/specifications be provided/enclosed.	
4	<u>Valid license from the Department of Tourism Services (DTS).</u> (Must have validity of 06 Months at the time of submission for attestation to this Ministry.)	
5	<u>Valid Membership of IATA.</u> Valid up to 31 <sup>st</sup> December 2020 (Current Year) <b>OR</b> Fee deposit receipt for renewal for the next year (2021) at the time of submission for attestation. However, validity of the membership must be provided at the end of 28 <sup>th</sup> February, 2021 of the next year.	
6	An <b>undertaking</b> on stamp paper Rs. 100/- <span style="float: right;"><b>(As per Format-I)</b></span>	
7	<b>No pending complaint Certificate</b> by the Department of Tourist Services <span style="float: right;"><b>(As per Format-II)</b></span>	
8	Detail of Registration with any other organization such as <b>SECP</b> etc	
9	<b>Bank Accounts</b> Numbers of both the parties.	
10	<b>Three Specimen signature</b> of owner/Authorized person duly attested by Head of DTS <span style="float: right;"><b>(As per Format-III)</b></span>	
11	Attestation Fee Rs 5000/- Account Title, Ministry of Religious Affairs Interfaith Harmony. Account No 3035053332 Branch 0341 National Bank Main Civic Center Melody Islamabad. or Draft/Pay order	



**UNDERTAKING**

We, M/s. \_\_\_\_\_ address  
\_\_\_\_\_ and IATA approved agent holding registration  
No \_\_\_\_\_ DTS License No. \_\_\_\_\_ Valid up to \_\_\_\_\_ do  
solemnly declare that we have made **legal contract with the Kingdom of Saudi Arabia  
(KSA) Co. M/s. \_\_\_\_\_ Registration/License No \_\_\_\_\_, address  
\_\_\_\_\_ Umrah Services for the year \_\_\_\_\_** hereby undertake that:

- i. Our agency is **not blacklisted by the Kingdom of Saudi Arabia or any other forum in Pakistan** and that the agency shall abide by all the instructions and procedures laid down by the Kingdom of Saudi Arabia as well as Ministry of Religious Affairs and Interfaith Harmony Government of Pakistan from time to time.
  - ii. A **total number of \_\_\_\_\_ Umrah Zaireen** were sent to KSA during the last year 2019-20 A.D. (1441 AH) out of which \_\_\_\_\_ number of **Ziareen returned** back during given time and \_\_\_\_\_ number of **Ziareen escaped**.
  - iii. Mehram will be accompanied with female client as per requirement of the Embassy of Kingdom of Saudi Arabia.
  - iv. We are having a valid membership of IATA for the current year i.e.2020 and fee for renewal for next year (2021) shall be deposited and provided to Ministry of Religious Affairs & Interfaith Harmony by 15<sup>th</sup> November,2020 without fail otherwise our Attestation of Umrah Contract Documents may be deemed cancelled.
2. We also hereby undertake to abide by all the Rules, Regulations/ Policy Instructions of the M/o Religious Affairs and Interfaith Harmony of Government of Pakistan as well as instructions and procedures laid-down by the Royal Kingdom of Saudi Arabia. The Ministry of Religious Affairs and Interfaith Harmony reserves the right to withdraw its attestation in case of mis-statement / violation.

Signature of the Owner of Tour operator  
Contact Number  
Stamp

Attestation by Notary Public  
On Stamp Paper of Rs. 100/-



GOVERNMENT OF \_\_\_\_\_  
MINISTRY/DEPARTMENT OF TOURISM

Reference No: \_\_\_\_\_

Dated: \_\_\_\_\_

CERTIFICATE

Certified that M/S. \_\_\_\_\_ Travel / Tours Agency License  
No. \_\_\_\_\_ date of Establishment----- renewed / valid up to ----- Main  
office address----- District ----- and Branch office----- District -----  
Owner Mr. ----- CNIC No----- and Mr.....S/o-----CNIC No.....as  
authorized person ----- is working in the Province of \_\_\_\_\_ District -----  
since \_\_\_\_\_ and there is no pending complaint from any Umrah Pilgrim  
or Public regarding its conduct/services.

Secretary OR Additional Secretary in Provinces  
Joint Secretary concerned of Ministry of Inter Provincial Coordination  
Official Stamp



GOVERNMENT OF \_\_\_\_\_  
MINISTRY/DEPARTMENT OF TOURISM

Reference No: \_\_\_\_\_

Dated: \_\_\_\_\_

SPECIMEN SIGNATURE

Certified that Specimen signature of Owner Mr/Mrs \_\_\_\_\_ CNIC  
No \_\_\_\_\_ of M/s \_\_\_\_\_ Tour Operator license No. \_\_\_\_\_ Or  
Specimen signature of Authorized Person of M/S \_\_\_\_\_ Tour Operator  
Mr. \_\_\_\_\_ S/o \_\_\_\_\_ CNIC No \_\_\_\_\_ is as under:-

THREE SPECIMEN SIGNATURE OF OWNER:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

THREE SPECIMEN SIGNATURE OF AUTHORIZED PERSON:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_



Head of Department of Tourist Services  
Official Stamp