

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	Profile of Tour Operator: i) Legal Name ii) Registration Number iii) Date of Establishment iv) valid up to v) Office Address vi) Approved and Authorizes Branch Office vii) website & email address	
2	Profile of Saudi Umrah Company: 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 st December 2022 (Current Year) OR Fee deposit receipt for renewal for the next year (2023) at the time of submission for attestation. However, validity of the membership must be provided at the end of 28 th February, 2023 of the next year.	
6	An undertaking on stamp paper not less then Rs.100/- (As per Format-I)	
7	No pending complaint Certificate by the Department of Tourist Services (As per Format-II)	
8	Detail of Registration with any other organization such as SECP etc.	
9	Bank Accounts Numbers of both the parties.	
10	Three Specimen signature of owner/Authorized person duly attested by Head of DTS (As per Format-III)	
11	Attestation Fee of Rs 5000/- Government Treasury Head of Account No " C0-3829-Other Receipts-Fees, Fine and Forfeitures "	

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
_____ of M/s _____ Tour Operator license No. _____ Or
Specimen signature of Authorized Person of M/S _____ Tour Operator
_____ 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

ORIGINAL

Challan Form No.32-A

Challan of cash paid into the

Treasury / Subv-Treasury
National Bank of Pakistan
State Bank of Pakistan

To be filled in by the remitter				To be filled in by the Departmental Officer or the Treasury		
By whom tendered	Name (or designation) and address of the person on whose behalf money is paid	Full particulars of the remittance and of authority	Amount Rs. Paisa		Head of Account	Order to the Bank
Nane of Company	Ministry of Religious Affairs & Interfaith Harmony	Umrah agreement (book) attestation fee	5,000	00	C03829-Other Receipt-Fee, Fine and Forfeitures	
(In words) Rupees Five thousand only)				To be used only in the case of remittances to the Bank through Departmental Officers on the Treasury Officer.		

Received Payment (in word) Rupees Five thousand only.)

UNDERTAKING

Format-I

We, M/s. _____ 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 2021-22 _A.D. (1443 AH) out of which _____ number of Zaireen returned back during given time and _____ number of Zaireen escaped.
- iii. Female client will be accompanied with a Mehram as per requirement of the Kingdom of Saudi Arabia.
- iv. We are having a valid membership of IATA for the current year i.e. 2022 and fee for renewal for next year (2023) shall be deposited and copy of renewed/valid membership of IATA for year 2023 will be provided to Ministry of Religious Affairs & Interfaith Harmony by 28.02.2023 without fail otherwise our Attestation of Umrah Contract Documents may be deemed cancelled.
- v. We will comply with all the instructions issued by the Saudi government especially regarding Covid-19 during the Umrah season 1444 A.H.

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/-