

 REAP

HEAD OFFICE:
Office # 405, 421, 4th Executive Floor,
Sadiq Plaza, The Mall, Lahore
UAN: 111-555-992
Tel: (92-42) 36280195,36280146
Fax: (92-42) 36280196
E-mail: reap@cyber.net.pk
www.reap.com.pk

ZONAL OFFICE:
707, Seventh Floor,
Business & Finance Centre,
I.I. Chundrigar Road, Karachi
UAN: 111-555-992
Tel: 92-21-99217321-22
Fax: 92-21-99217323
E-mail: reapkhi@cyber.net.pk

Rice Exporters Association of Pakistan

REF: REAP/CIR/REN/ 3704

1st February, 2012

All Members of
Rice Exporters Association of Pakistan (REAP)

SUB: RENEWAL OF MEMBERSHIP FOR THE YEAR 2012-2013

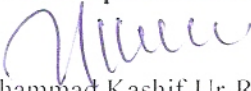
Dear Members,

We would like to inform you **that your REAP Membership will expire on 31st March, 2012.** unless renewed by fulfilling the mandated requirements, which appear as under:

- i) Prescribed renewal fee Rs.3000/- along with Rs.500/- for Web hosting and maintenance Charges i.e. total **Rs.3500/-** in shape of Bank Demand Draft in the name of **REAP, Lahore.**
- ii) Evidence of having filed either a Return of Income Tax [under section 114 of the Income Tax Ordinance 2001] or a Statement [under section 115(4) of the Income Tax Ordinance 2001] that **has been filed in the Financial Year 2011.**
- iii) Evidence/ duly verified Original Bank Certificate stating that you are engaged in the business of rice export along with export figure (REAP can verify with the concerned bank if needed).
- iv) In case you wish to change your authorized representative for the purposes of voting or representing you, please provide the additional documents stated here under:
 - a. 3 Colored photographs of representative
 - b. Copy of Identity Card, (NADRA) of the representative of the firm.
- v) Specimen signature Card, duly filled in by the authorized representative and latest photograph affixed there on for Voting purpose. In case already submitted please ignore.

Please ensure **that the Renewal Form along with the documents (complete in all respects)** are received at REAP Offices Lahore and Karachi **before 31st March, 2012 failing which may lead to cancellation of your membership or restricting your rights as member.**

We remain,
Sincerely yours
For **Rice Exporters Association of Pakistan**


Muhammad Kashif-Ur-Rehman
Secretary General

Copy to: 1. Office of DGTO, MINCOM, Islamabad
2. The Secretary REAP (South Zone), to circulate amongst all REAP members of South Zone immediately.

APPLICATION FOR RENEWAL OF ANNUAL MEMBERSHIP FOR THE YEAR 2012-2013

		<h3 style="margin: 0;">Rice Exporters Association Of Pakistan</h3>	Zone	South
			Demand Draft# & Date	

Head Office

Office # 405/421, 4th (Executive) Floor, Sadiq Plaza, Shahrah-E-Quaid-E-Azam, The Mall, Lahore.

UAN: 042-111-555-992; Telephone: (042) 36280195, 36280146; Fax: (042) 36280196;

Email: reap@cyber.net.pk; Website: www.reap.com.pk

Zonal Office

Office # 707, 7th Floor, Business & Finance Centre, I.I. Chundrigar Road, Karachi

UAN: 021-111-555-992; Telephone: (021) 99217321-2; Fax: (021) 99217323;

Email: reapkhi@cyber.net.pk

Strike out what ever is not applicable

Name of Firm					
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Status	Public Limited Company	Private Limited Company	Multinational Company	Partnership	Sole Proprietorship
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Registered Address (Companies/Partnership) Place of Business (Proprietorship Concern)					
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Correspondence Address (In case different)					
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Income Tax Number	Sales Tax Registration Number (If Available)

Telephone Number(s)					
Fax Number(s)					
E-Mail Address					
Authorized Representative					
Mobile Number					

Name of Authorized Representative for REAP

	Name	Status	NIC Number (NADRA)
1			

Existing Business	Rice Trader	Rice Sheller	Rice Miller	Rice Exporter	Other
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	Description of Documents attached in support of the Application [Article 3(4)]	YES	NO
1.	Proof of payment of appropriate fee for membership renewal/Annual subscription etc. (Rs. 3,500.00) , in the form of Demand Draft to REAP.		
2.	Evidence of proof of filling the last due, return of income tax under section 114 the Income Tax Ordinance 2001 or a statement under section 115(4) of the Income Tax Ordinance 2001. In case no such return of statement had become due for filing, an appropriate certificate from the concerned Income Tax Officer, confirming the same, be provided. In case the person is exempt from filing of the return or the statement, copy of the appropriate exemption certificate be provided.		
3.	Evidence (EE/EF Statement, QRC Certificate or Export Documents) confirming that the applicant has exported rice in the immediate last two financial years to establish that the applicant is a stake-holder and his/its business falls within the scope of business of REAP required under section 3(2)(d) and 10(5) of the Trade Ordinance read with Rule 3(c)(iii) of TOR and the provisions of the Articles of Association of REAP and its License issued by the Government.		
4.	Copy of Sales Tax Registration Certificate, in the name of the applicant, along with evidence of filing Sales Tax Return (if applicable).		

I/We do hereby unconditionally confirm that:

1. The particulars given in this application form are correct to the best of my/our knowledge, belief and information and no material information has been withheld or concealed. It is understood that if any information/ document provided is found to be incorrect and/or based on misrepresentation, our application or if membership is given will be liable to be rejected/cancelled as the case may be and I/we shall not be entitled to any refund of fees/subscription paid.
2. I understand that under the provisions of the Trade Ordinance, TOR and the Articles of Association of REAP it is necessary that renewal of membership as regular voting member is restricted to those who are engaged in the business of export of rice and in case, I/we are unable to provide evidence establishing that i/we have exported rice in the immediate last two accounting/financial years, I/we shall not be entitled to renewal as a regular voting member of REAP.
3. The undersigned is a person duly authorized to represent the Applicant, under the provisions of the Articles of Association of REAP.

Name			
Designation		NIC #	
Signatures with Stamp			