# Fnc. Form-II

**THE COMPANIES ACT, 2017**

**The Foreign Companies Regulations, 2018**

**[Section 435 and regulation 5]**

**REGISTRATION OF DOCUMENTS OF A FOREIGN COMPANY**

**PART-I**

|  |
| --- |
| *(Please complete in typescript or in bold block capitals.)* |

|  |  |  |
| --- | --- | --- |
| 1.1 | Name of the Foreign Company in the country of origin as already reserved |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1.2 | Fee Payment Details | 1.2.1 | Challan Number |  | 1.2.2 | Challan Amount (Rs.) |  |

**PART-II**

|  |  |  |
| --- | --- | --- |
| 2.1 | Incorporated in: *(state name of the country of origin)* |  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | dd | |  | mm | |  | yyyy | | | |
| 2.2 | Date of incorporation: *(in the country of origin*) |  |  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 2.3 | Name of parent / holding company, if any |  |

**PART-III**

**STATUS OF FOREIGN COMPANY IN PAKISTAN AND KIND OF A FOREIGN COMPANY IN THE COUNTRY OF ORIGIN**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3.1 | Status of the foreign company in Pakistan | Liaison Office |  | Branch office |  |

*(Mark the appropriate box)*

**PART-IV**

**CHARTER, STATUTE ETC. OF A FOREIGN COMPANY**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 4.1 | Presented for filing of: Memorandum &Article of Association |  | Charter |  | Statute |  |

OR

|  |  |  |
| --- | --- | --- |
|  | Other instrument constituting or defining the constitution of the company (to be specified) |  |

*(Copy of instrument duly certified by public officer / notary public of country of origin and signed by Pakistani diplomat posted in that country as required under these Regulations shall be filed herewith.)*

|  |  |  |
| --- | --- | --- |
| 4.2 | Language in which the above documents filed in the country of origin. |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 4.3 | Certified translation thereof in English or Urdu language: | Enclosed |  | Not required |  |

*(Not required if original document are in Urdu or English)*

|  |  |  |
| --- | --- | --- |
| 4.4 | Brief description of the main object of the company |  |

**PART-V**

**ADDRESS OF THE REGISTERED OR PRINCIPAL OFFICE IN THE COUNTRY OF ORIGIN**

|  |  |  |
| --- | --- | --- |
| 5.1 | Registered or Principal office address:-  *(in the country of origin)* |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Landline Number |  |  | Email |  |

|  |  |
| --- | --- |
| Website Address, if any |  |

**PART-VI**

**ADDRESS OF THE PRINCIPAL PLACE(S) OF BUSINESS/ LIAISON OFFICE(S) IN PAKISTAN**

|  |  |
| --- | --- |
| 6.1 | Principal place(s) of business / Liaison offices (s): |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Place 1 | Place 2 | Place 3 |
| Address |  |  |  |
| City |  |  |  |
| District |  |  |  |
| Province |  |  |  |
| Landline Number |  |  |  |
| Mobile Number of Principal Officer |  |  |  |
| Email Address |  |  |  |
| Website, if any |  |  |  |

*(Here state full address of all places of business in Pakistan, Add further pages if required)*

**PART-VII**

**PARTICULARS OF DIRECTORS, CHIEF EXECUTIVE, SECRETARY/JOINT SECRETARIES, PRINCIPAL OFFICER AND PERSON(S) AUTHORIZED TO ACCEPT DOCUMENTS/ PROCESSES ON BEHALF OF COMPANY OF A FOREIGN COMPANY**

**7.1 Particulars of Directors, Chief Executive, Secretary/ Joint Secretaries, Principal officer or Person(s) authorized to accept documents/processes on behalf of Company (in case of individuals only):**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Present and surname in full | Former & surname (if any) | \*Father / Husband’s Name | Usual residential address | Nationality | Nationality of origin  (if other than the present nationality) | Business, Occupation | Other directorship.  if any | Status / Designation  (Director / Chief Executive, Principal officer, Authorized person resident in Pakistan | N.I.C Number or Passport Number (Whichever is applicable) | Date of appointment/ Cessation/ change in particulars | Remarks, if any |
| (a) | (b) | (c) | (d) | (e) | (f) | (g) | (h) | (i) | (j) | (k) | (l) |
|  |  |  |  |  |  |  |  |  |  |  |  |

\* In the case of a married woman or widow, the name of her husband or deceased husband is to be stated.

Note: In case of Secretary, particulars as per (a) & (d) may be stated.

**7.2 Particulars of Directors and Secretary/ Joint Secretaries (In case of body corporate):**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Particulars of each corporate body which is director/secretary of the foreign company | | | | | |  | Particulars of each director/partner of corporate body which is director/secretary of the foreign company | | | |
| Corporate Name | Registered or Principal Office address | Status / Designation (Director /Secretary) | | Date of appointment/ Cessation/ change in particulars | Remarks |  | Full Name\* | Address\* | Nationality | Nationality of origin (if other than the present nationality) |
| (a) | (b) | | (c) | (e) | (f) |  | (g) | (h) | (i) | (j) |
|  |  | |  |  |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |

\* Where a body corporate is a secretary and all the partners of the firm are joint secretaries of the foreign company, then the name and principal office of the firm may be stated instead of particulars of each such joint secretary.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Particulars of the nominee directors** | | | | | |
| Name of the nominee director | Name of the member nominating the director | In case the nominating member is a legal person or legal arrangement | | | |
| Legal form (Company/LLP/Partnership Firm/Trust/Any other body corporate (to be specified)) | Date of incorporation/ registration | Name of registration authority | Business address |
|  |  |  |  |  |  |

7.3 It is hereby declared that necessary information about the ultimate beneficial owners of the foreign company, if any, as specified in regulation 6A, and as defined in these Regulations, has been obtained and is available on record.

**PART-VIII**

|  |  |  |
| --- | --- | --- |
| 8.1 | Signature |  |

|  |  |  |
| --- | --- | --- |
| 8.2 | Name of Authorized Officer/Authorized Intermediary |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 8.3 | Contact number of Authorized Officer/Authorized Intermediary | Landline |  | Cell Number. |  |

|  |  |  |
| --- | --- | --- |
| 8.4 | Registration Number of Authorized Intermediary, where applicable |  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | dd | |  | mm | |  | yyyy | | | |
| 8.5 | Date |  |  |  |  |  |  |  |  |  |  |

***Enclosures:***

1. Original paid bank challan or other evidence of payment of fee
2. Certified copy of instrument constituting the foreign company
3. Certified translation of instrument constituting the foreign company, if applicable
4. Consent of persons authorized to accept on behalf of the company service of process / any notice / document
5. Valid approval letter from Board of Investment, Government of Pakistan, if not already provided.
6. Any other document deemed necessary