**Fnc. FORM-III**

**THE COMPANIES ACT, 2017**

**The Foreign Companies Regulations, 2018**

**[Section 436 and Regulation 8]**

**REGISTRATION OF ALTERATIONS IN DOCUMENTS**

**OR DETAILS OF FOREIGN COMPANY**

**PART-I**

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

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1.1 | CUIN (Incorporation Number) |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 1.2 | Name of the Foreign Company |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1.3 | Fee Payment Details | 1.3.1 | Challan Number |  | 1.3.2 | 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**

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

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

*(Mark the appropriate box)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | dd |  | mm |  | yyyy |
| 3.2 | Date of change |  |  |  |  |  |  |  |  |  |  |

**PART-IV**

**ALTERATION IN CHARTER, STATUTE ETC. OF A FOREIGN COMPANY OTHER THAN CHANGE OF NAME**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 4.1 | Alteration made in: 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 alteration |  |

*(Attach copies of the resolution and amended document duly certified by public office or notary public of country of origin and attested by Pakistani diplomat in that country.)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | dd |  | mm |  | yyyy |
| 4.5 | Date of alteration |  |  |  |  |  |  |  |  |  |  |

**PART-V**

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

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

|  |  |  |
| --- | --- | --- |
| 5.2 | Altered registered or Principal office address:-*(in the country of origin)* |  |

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

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | dd |  | mm |  | yyyy |
| 5.3 | Address alteration/ change date |  |  |  |  |  |  |  |  |  |  |

**PART-VI**

**ALTERATION IN 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)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | dd |  | mm |  | yyyy |
| 6.2 | date of change |  |  |  |  |  |  |  |  |  |  |

**PART-VII**

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

7.1 **Alteration in** **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 **Alteration in 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.

**PART-VIII**

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

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 8.3 | Contact number of Authorized Officer/Authorized Intermediary | Landline  |  | Cell No. |  |

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

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

***Note 1*** — When alteration on various dates are reported through this form, the actual dates of all such alteration shall be entered in the relevant part and the form shall be filed within thirty days of the earliest alteration.

***Enclosures:***

1. Original paid bank challan or other evidence of payment of fee
2. Certified copy of altered instrument constituting the foreign company, if applicable
3. Certified translation of altered 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, if applicable
5. Any other document deemed necessary