



KARACHI PORT TRUST

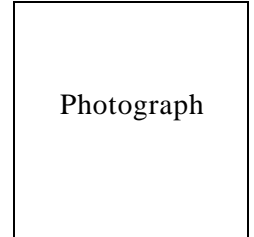
GATEWAY TO PAKISTAN



Application No. _____

Date: _____

APPLICATION FOR ISSUANCE OF 2D ANNUAL CARD FOR ENTRY IN PORT AREA



PART I

1. Strike which type of pass is required:

<input type="checkbox"/> Annual Individual Entry Pass	<input type="checkbox"/> Annual Cargo Vehicle Pass	<input type="checkbox"/> Annual Non-Cargo Vehicle Pass
<input type="checkbox"/> Upto 10 x Wheelers	<input type="checkbox"/> Above 10 x Wheelers	

2. Strike the cards status:

<input type="checkbox"/> New	<input type="checkbox"/> Renewal	<input type="checkbox"/> Duplicate (Attach copy of police report)
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3. Provide following information:

Name:	Father's Name:
C.N.I.C Number: (Attach Attested Copy)	Occupation / trade of Applicant:
Designation:	Date of Appointment
Present Residential Address:	
Permanent Residential Address	
Firm / Company	Firm / Company/ Address
Tel (Office):	Tel (Res):
Fax #:	E-mail:
Police Verification: <input type="checkbox"/> Verified <input type="checkbox"/> Not Verified	If verified attach copy
NTN Number of Owner / Firm / Company: (attach copy)	

4. For Cargo / Non Cargo Vehicle:

Name of Owner of Vehicle / Driver:	
Vehicle Registration No:	Owner' s C.N.I.C Number: (Attach Attested Copy)
Registration Book Number (Attached Attested Copy)	Validity of Route Permit (As Applicable): (Attached Attested Copy)

Signatures / Thumb impression of Applicant	Signature & Seal of Owner of the Company
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PART II
REPORT OF CONCERNED POLICE STATION

- (a) Character and Antecedents of applicant is verified as **GOOD** and applicant is found security wise clear for issuance of port entry pass to enter in Port Restricted Area.
- (b) Unsuitable for issuance of port entry pass due to the following reasons.

SIGNATURE OF THE POLICE
OFFICER WITH OFFICE STAMP

PART III
FILLED BY TRAFFIC DEPARTMENT OF KPT FOR CUSTOM CLEARING & FORWARDING AGENTS ONLY

(Register No) License Sec. Inward No.	Date:
(Challan No Issued:) Computer based payments Challan No	Date:
(C.H.P No:) Existing / Allocated Cargo Handling Permit Number	Date:
(Valid upto:) New / Existing C.H.P Expiry Date	Renewal up to:
CPIO 2D Pass valid up to (attach copy)	Date:

CANCELLATION ENDORSEMENT

a) Cancelled the Endorsement with M/s _____	Date:
b) Endorsed with M/s _____	Date:

**Deputy Traffic Manager
Signature**

PART - IV
PORT INTELLIGENCE OFFICER CLEARANCE
RECOMMENDED / NOT RECOMMENDED

In case of not recommended, mention reasons: _____

Signature with Stamp

FOR C.P.I.O USE ONLY

Registration No _____ HBL Receipt No. _____ Date _____
Old record verified _____ Documents checked & verified _____
Authority letter / Specimen signature of firm rep verified _____
SECURITY LEVEL _____ Objection if any _____

Signature of Staff with Stamp

CPIO
APPROVED / NOT APPROVED

2D Card No. _____ Date of Issue/Renewal _____

Valid upto _____



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GATEWAY TO PAKISTAN

INSTRUCTIONS



1. Please provide the following documents / Information based on your type / status of cards:

TRADE	DOCUMENT REQUIRED
Clearing Agent	1. Copy of CHAL (Custom House authorized license duly signed by KCAA) 2. KPT Delivery license 3. All KCAA Members have to get approval for issuance / renewal of Cargo handling permit (CHP) from Traffic Department KPT before submitting the application form at CPIO Counter.
Shipping Agent	Copy of shipping license of custom
Stevedores	KPT Agreement
Importers/ Exporters	1. Membership from chamber of commerce & industries 2. Sales Tax Certificate
Ship chandlers	License from custom for ship chandlers / Registration with KPT
Ship repairs / Container repairs	1. KPT permit for Chipping & painting / ship / container repairs and maintenance 2. Permission of Customs (As Applicable)
KPT contractors	1. Letter head pre-qualifications of KPT 2. Copy of work order
Transport Union / Cargo vehicle	1. Application from Firm / Union / Owner 2. Undertaking from transport union and affidavit (If the vehicle is not register in the owner' s name)
Sludge Oil	1. Permission from KPT (Marine Pollution Department) 2. Dock Security Officer
Govt Permanent Employees	1. Application From respective Department 2. Copy of service card
Surveyors	Survey license from Government of Pakistan / Securities and Exchange Commission of Pakistan (Insurance Department)
Auction Bidders	Application on Company letter / Plain paper having permission from custom and Traffic Department
Crew	1. CDC 2. Application from Shipping Agent / PNSC

2. Following procedures shall be adhered to for issuance of 2D Port Entry Pass:-

- Application for preparation of 2D Card is available at KPT website www.kpt.gov.pk/ which will be down loaded by the Government Departments/Firms / Companies/Agents/TGA and other bonafide port users.
- Bring Original and copy of C.N.I.C Card of the applicant along with the Owner CNIC Copy and application form for deposit at CPIO counter in working hours. **Note: All KCAA Members have to get approval for issuance / renewal of Cargo handling permit (CHP) from Traffic Department KPT before submitting the application form at CPIO Counter.**
- Application shall be submitted at CPIO Head office at Import Terminal Building Office along with the Two recent Passport size Photographs.
- Receipt of the application will be issued to the applicant / rep indicating next tentative visiting date for collection of challan.
- Challan will be issued to Applicants / Reps of companies/firms/Agents/TGA on completion of all processing formalities by CPIO. Next visiting date for photo session will be given to applicant for visiting CPIO office. Objection if any will be communicated to applicant in writing.
- The concerned companies/firms/agent/TGA shall deposit the bank challan and thereafter direct each applicant to visit CPIO from registration of thumb impression and photo session
- Service charges on account of preparation charges of 2D Card @ of Rs 125/- per card will be paid to M/s Jaffer Brothers (Pvt) Ltd by concerned Government Department/Firms/Companies/TGA and other applicants.
- Status of application can be track from KPT website www.kpt.gov.pk/