

THE COMPANIES ACT, 2017
THE COMPANIES REGULATIONS, 2024
 [Section 436 and Regulations 24 & 30]

**REGISTRATION OF ALTERATIONS IN THE DOCUMENTS
 OR DETAILS OF FOREIGN COMPANY**

PART-I

(Please complete in bold capital letters)

1.1	CUIN (Registration Number in Pakistan)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
1.2	Name of the Foreign Company	<input style="width: 100%;" type="text"/>						
1.3	Fee Payment Details	1.3.1	Challan Number	<input style="width: 80px;" type="text"/>	1.3.2	Amount (Rs.)	<input style="width: 100px;" type="text"/>	

PART-II

2.1	Incorporated in: <i>(state name of the country of origin)</i>	<input style="width: 100%;" type="text"/>		
2.2	Date of incorporation: <i>(in the country of origin)</i>	dd	mm	yyyy
		<input type="text"/>	<input type="text"/>	<input type="text"/>
2.3	Name of parent / holding company, if any	<input style="width: 100%;" type="text"/>		

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 to Branch Office	<input type="text"/>	Branch office to Liaison Office	<input type="text"/>
<i>(Mark the appropriate box)</i>					
3.2	Date of change	dd	mm	Yyyy	
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.3	Change in the Status of the foreign company in the country of origin	Previous status		New status	
		<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	

3.4 Date of change

dd		mm		yyyy			

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)

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(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.

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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

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(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.)

4.5 Date of alteration

dd		mm		Yyyy			

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

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5.2 New registered or Principal office address in the country of origin

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Landline Number

	Email	
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Website Address, if any

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5.3 Date of change

dd		mm		Yyyy			

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

	Principal place (Old)	Principal place (New)
Address		
City		
District		
Province		
Landline Number		
Mobile Number of Principal Officer		
Email Address		
Website, if any		

		dd		mm		yyyy			
6.2	Date of change								

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

[illegible]

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

7.1.1 Alteration in Particulars of Directors and Secretary (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)
(a)	(b)	(c)	(e)	(f)	(g)	(h)	(i)	(j)

* Where a body corporate is a secretary and all the directors of the body corporate are secretaries of the foreign company, then the name and principal officer of the body corporate may be stated instead of particulars of each such 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

8.5 Date

dd

mm

yyyy

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. Certified copy of altered instrument constituting the foreign company, if applicable
2. Certified translation of altered instrument constituting the foreign company, if applicable

3. Letter from board of investment for change of registered office in the country of origin along with board resolution of parent company for such change, if applicable
4. Board resolution of foreign company regarding appointment/resignation of directors /CEO /Other officers or any other document evidencing such changes issued by public authority in the country of origin duly authenticated, if applicable
5. Board Resolution of foreign company regarding appointment/resignation of principal officer duly signed, notarized & witnessed, if applicable
6. Consent of the Principal Officer and consent of person authorized to accept on behalf of the company service of process / any notice / document, if applicable
7. Provision of Security clearance documents along-with undertaking (in case of a foreign national)
8. Any other document deemed necessary
9. Original challan or other evidence of payment of fee specified in Seventh Schedule of the Act (not applicable in case of online filing)