

(DGTO License # 275)

(SECP CUIN: 0165704)

(NIN: 80/4643)



Recognized & Licensed by the Government of Pakistan as Trade Organization under Trade Organization Act & Rules 2013 and Incorporated as Association & setup under section 42 of the Companies Act 2017

Registered Head Office: Plot No. F-359, S.I.T.E., Karachi - Pakistan. Tel.: (92-21) 3258-1831 | Fax: (92-21) 3256-4760 Email: info@wla.org.pk | Web: www.wla.org.pk

### APPLICATION FOR MEMBERSHIP OF THE WAREHOUSING & LOGISTICS ASSOCIATION (WLA)

The Founder Chairman, Warehousing & Logistic	Association (W/LA)		FOR OFFICE USE ONLY
Registered Head Office,			WLA S/N C/A
KARACHI - PAKISTAN			3, 1
Dear Chairman,			
M/s			
Authorized Represen	tative		
that I/ We, being the aut and Articles of Association	horized representative(s), agree to	o abide by the Trade Orga sociation and its Byelaws, I	by applies for the membership and state nization Act & Rules 2013, Memorandum Rules, Regulations, Procedures, Standing ne to time.
company has neither be n any court and I/ We	en involved in any criminal procee and our business concern/ firm,	edings in any court of law r company have never be	irectors) of my business concern/ firm/ nor any such matter is presently pending een convicted by any court of law nor ly honour the contents of the enclosed
nothing is concealed. Th	nat the information provided regownership of our business conc	arding shareholding of o	application and enclosures are true and ur partners/directors is correct and any horized representative and change of
as current year's membe as pay order/ cheque in	ership subscription i.e. fromppp/	MM/ Y Y Y YJto[DD]/ ation to be enrolled with	ether with a sum of Rs
Chief Particulars of Fir	rm/ Company as follows: (Tick/ M	Mark-X where applicable)	
Proprietorship	AOP/ Partnership	Private Limited/ LLF	Other: MNC/Public Limited
NTN:	STRN:		SECP Inc.
Services Categories:	(Tick/ Mark-X where applicable)		
WAREHOUSING		ALLIED SERVICE:	
aithfully yours		(Mention service category)	
ditirially yours			
Name	Designation (Owner/Pi	roprietor/Partner/Director) Signatur	e with date Company Stamp
the above mentioned a	pplication of the Company/Firm nfirm and endorse the undertakin	submitted through its a	on, do respectively propose and second uthorized representative in the applied cation to be true and correct to the best
PROPOSED BY	Authorized Representative (Owner/Proprietor/Partner/Dir	SECONDED BY	Authorized Representative (Owner/Proprietor/Partner/Director)
Name:		Name:	
Business Name:		Business Name:	
WLA Membership #		WLA Membership #_	
Signature:	Stamp:	Signature:	Stamp:



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#### PARICULARS OF PROSPECTIVE MEMBER FIRM/ COMPANY

Business Name:			
Registered/ Head Office Addre	ess:		
Warehouse Category  Commercial Warehouses	Climate/Temperate-cont Distribution Centres	rolled Units  Cold Storages	Customs Bonded Warehouses Bulk Storages
Agricultural Warehouses	Automated Warehouse	Packing Wareho	ouses Other:
Tel-1:	Tel-2:		Tel-3:
Fax:	Website:		
Email-1:		Email-2:	
Business concern:		Establishment Date:	
NTN:	STRN:		SECP Inc.
* Attached detailed Company Proj	file		
Warehouse Unit-I Address:			
Tel:	Fax:	Email:	
Nature of Service:  Commercial Warehouses  Agricultural Warehouses  Facility Details:  Details of Total Area and Equip	Climate/Temperate-cont Distribution Centres Automated Warehouse Owned Rented Oped Facilities (attach details):	Cold Storages Packing Wareho	Customs Bonded Warehouses Bulk Storages  Other:
Warehouse Unit-II Address:			
Tel:	Fax:	Email:	
Nature of Service:  Commercial Warehouses	Climate/Temperate-cont Distribution Centres	rolled Units Cold Storages	Customs Bonded Warehouses  Bulk Storages
Agricultural Warehouses	Automated Warehouse	Packing Wareho	ouses Other:
Facility Details:	Owned Rented		
Details of Total Area and Equip	pped Facilities (attach details):		
Logistics Facility: Potails of Owned as	nd contracted facilities and vehicles. Attach lis	<i>t</i>	
	cialized Reefer/Temperate-controlled vehicles		
	of Specialized Reefer/Temperate-controlled v		st
	о, ореанизей несуст тетрегисе-соточней у	eriales and containers. Attach te	
Allied Service: Details of Allied Service:	s. Attach list		



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E MERGING PAKISTAN

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#### PARICULARS OF MANAGEMENTOF PROSPECTIVE MEMBER

PROPRIETO								
Proprietor Na	ame:			\ Father Nam				
CNIC:				\ Passport No	D.:			
NTN:				STN:				
Residential A	ddress:							
Tel:	\ Fax:							
Mobile:	\ Email:							
* Attach Copy o	of NTN Certificate	& CNIC						
AOP/ PARTI	NERSHIP / LLP					Re	gistration No.	
Na	me	Father N	ame	CNIC	Person	al NTN	Shareholding	Mobile
* Attach copy o	of NTN Certificate	 , Partnership Deed	d,Registratior	n Certificate issued by	   Registrar	of Firms (	 'AOP), SECP Cert	ificate for LLP
						_		
PRIVATE LIN	MITED					/SE	CP Registration	No.
Na	me	Father N	ame	CNIC	Person	al NTN	Shareholding	Mobile
				<u> </u>				
* Attach copy o	of NTN Certificate	   SECP Registration	n Certificate&	t Relevant SECP Form	S			
Employees	Permanent	Contractual		Banker			Audito	or



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#### PARICULARS OF AUTHORIZED REPRESENTATIVE OF PROSPECTIVE MEMBER

\Authorized Representative Name	e:			
\Father Name:				
\Designation/ Status in the Firm/	Company:			
\CNIC:				
\ Passport No.:				
NTN:				
STN:				
Residential Address:			Pi	hotograph
∖Tel:				
\ Fax:				
\Mobile:			Specimen S	ignature as per CNIC
∖ Email:				
\Academic Qualification:				
\Professional Qualification:				
* Attach CNIC copy and latest colour p	photograph			
AUTHORIZATION BY THE M	MANAGEMENT/ DIRECTORS/ PART	INERS		
	ctor/ Managing Partner/ Senior Partner			
its meeting held onas the Authorized Representative Representative with regards to n Elections as per the Trade Organizing & Logistics Association. Resolu	ospective member/ applicant hereby control to appoint Mr to appoint Mr to present our firm/ company in the value of Association and to cast votations Act & Rules 2013 and the Memoration of the Management/ Board is attack.	Warehousir e or to pro andum and ached for r	designal ng & Logistics opose and sec I Articles of Ass eference.	tion: Association as our Official ond any candidate in the
Name	Designation (Chief Everythy Managina Director/Managina Partner)	Signatur	e with date	Company Stamp



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(NTN: 8074643)



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#### AUTHORIZED REPRESENTATIVE SPECIMEN SIGNATURE CARD

\Authorized Representati	ive Name:					
\Father Name:						
\Designation/ Status in th	ne Firm/ Company: (Proprietor/ Part	ner/ Managing Director/ Director/ Chief	Executive/ General Man	ager)		
\CNIC:						
\ Passport No.:						
\NTN:						
STN:						
Residential Address:				D/s		
				Pno	tograph	
∖Tel:						
\ Fax:						
\ Mobile:						
\ Email:						
Membership Category  Associate Corporate						
Business Concern	THE MANAGEMENT/ DI		RS ration/ SECP I	Registratio	n No.	
AOP/ Partnership	Private Limited/ LLP					
Name	Father Name	CNIC	Personal NTN	Share- holding	Sig	gnature



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#### APPLICATION FOR COMPUTERIZED MEMBERSHIP ID CARD

FOR OFFICE USE ONLY  WLA S/N C/A  Membership Category	Latest Colour Photograph
Associate  Corporate	
Representative Name:	
Father Name:	
Designation/ Status in the Firm/ Company:	(Proprietor/ Partner/ Managing Director/ Director/ Chief Executive/ General Manager)
CNIC:	\ Passport No.:
NTN (Business):	∖ STN:
Business Address:	Residential Address:
Tel:	\_Fax:
Mobile:	
Blood Group:	\ Other:
I do hereby declare that the Association of membership information and identification wLA policy, terms and conditions, on fair user shall lead to cancellation/action a.	ication. The usage is subject to the r basis. Any reported misuse by the



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#### MODERN WAREHOUSING & LOGISTICS SECTOR AND ALLIED SERVICE Sectoral Brief

Act 2017

*Warehousing & Logistics Association (WLA)* entertains applications for Membership to business concerns maintaining principal activity in the Warehousing & Logistics and Allied Service, on all-Pakistan basis, as per the Trade Organizations Act & Rules 2013 and the Memorandum and Articles of Association of WLA.

The membership application form, request letter, must be fill/ typedcompletely by the Proprietor/ Owner, or Partner in case of Partnership firm and Director in case of company. Kindly go through the sectoral brief for an insight to appropriately highlight your business services in the WLA Membership application form.

#### BRIEF ON WAREHOUSING & LOGISTICS SECTOR AND ALLIED SERVICE

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the Companies

The Services sector of Pakistan contributes to more than 50 percent of the national GDP which also support the Agriculture and Industry which individually contribute to more than 20 percent and collectively contribute to more than 40 percent in the GDP. The services sector has provided steady support to the Pakistan's economic growth. In the age of globalization and technology, Services sector is the real engine for growth as it contributes two-third to global economies playing vital role for economic progress and prosperity. In this modern era Warehousing Management envisaging the complete supply chain goes side by side with Logistics. Both the industry and agriculture sector are dependent on the Warehousing & Logistics Management which encompasses the imports, manufacturing, storage, distribution, exports as well as distribution/transportation to the wholesale and retail network in the country. Currently, the Manufacturing sector is robustly supported by the Warehousing & Logistics sector covering its imports, local supplies, movement/ transportation of raw materials, semi-finished and finished products and distribution/transportation to buyers and end-consumers.

With huge capital investment, revenue generation for the Government and creating huge employment opportunities, special Value-added services have been introduced and established to transform the Warehousing & Logistics sector on international standards with upgrading of inventory management and storage on modern lines with latest tools, equipment and machinery. Establishment of purpose-built and temperate-control warehouses are revolutionary moves to support all the segments of the economy. Cool-Chains/ Temperature controlled warehousing and logistics have become mandatory requirements for both the agriculture and industrial sector. Billions of Rupees have been invested by the local and foreign investors in the modern Warehousing & Logistics.

The Government of Pakistan has licensed and mandated the Warehousing & Logistics Association to provide a legitimate and productive for representation with the Government and all concerned. The sector covering warehousing, logistics and complete supply and value chain solutions for manufacturing concerns, brands, distributors, wholesalers, retailers, dealers, traders, industries, business concerns, service providers, etc. rendering services and solutions through modern purpose-built and temperature control warehouses/cool chains/storages, bank pledge storages, bonded and non-bonded warehouses, turnkey projects, general and commercial warehouses and temperate maintained logistics solutions etc. and to carry out all the ancillary services connected therewith, like Reefer containers, dry containers, specialized transport services and equipment, facilities and other facilities etc., for the purpose.

#### **ASSOCIATE MEMBER (AM)**

A member of a trade organization which is not a body corporate or a multinational or a sales tax registered manufacturing concern or a sales tax registered business concern having annual turn-over upto Rs. 50 million shall be an "Associate Member".

#### **CORPORATE MEMBER (CM)**

A member of a trade organization which is either a body corporate or a multinational corporation with its head office or branch office in Pakistan or a sales tax registered manufacturing concern or a sales tax registered business concern having annual turn-over of Rs. 50 million or above shall be a "Corporate Member".



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# INSTRUCTIONS FOR MEMBERSHIP Membership Period: (for one year - from April 01 to March 31)

#### **MEMBERSHIP & OTHER FEES**

Class of Membership	Admission Fee	Annual Subscription Fee	Membership Certificate & ID Card Fee	Publication & Services Fee	CSR Fund	Total
Associate	25,000/-	20,000/-				
Corporate	25,000/-	30,000/-				

NOTE: The WLA Executive Committee (EC) shall process the application of prospective member as per law and may interview the applicant before grant of membership. EC may also designate official for physical verification of applicant's premises. In case of urgency for membership, urgent fee shall also be charged as decided by EC.

Membership shall be granted in the light of above mentioned criteria and there shall be no discretion to choose the membership class by the prospective member. An application for membership must be accompanied with the below mentioned relevant documents:-

#### PROPRIETORSHIP

5.#	Documents / Requirements	Checklist
1.	Cover letter - Application of Prospective Member on its Firm/ Company's letterhead with Business Card and Company's profile highlighting the Warehousing & Logistics facilities installed/ available.	
2.	$\mbox{WLA}$ - Membership Application Form (complete)duly proposed and seconded with Covenant on Letterhead.	
3.	Clear and readable CNIC Copy of Proprietor $\&$ Passport copy, if required. Original to be produced for verification.	
4.	Clear & readable copy of the NTN certificate on the name of business along with copy of latest Income Tax Returns filed by the Proprietor. Original to be produced for verification.	
5.	Copy of Sales Tax Certificate & last Sales Tax Returns filed, if applicable.	
6.	Bank Account maintaining certificate, in Original, on the name of business.	
7.	Three latest colour photographs (For application form, Membership ID Cards).	
8.	Copy of Lease deed/ Documents of Warehousing facility in case of ownership; Valid Tenancy Agreement copy in cast of rental occupation with last rent receipt, for all premises mentioned in the Application form.	
9.	Copy of Membership certificate of Chamber of Commerce & Industry in respective District/ City (in case of membership).	
10.	Admission and/or Annual Membership Renewal Fee as prescribed for respective category - Pay order or Cheque in favour of "Warehousing & Logistics Association".	
11.	Any other documentation or information, on demand of Association, if required, to process the application.	

#### PARTNERSHIP/ AOP/ LLP

S.#	Documents / Requirements	Checklist
1.	Cover letter - Application of Prospective Member on its Firm/ Company's letterhead with Business Card and Company's profile highlighting the Warehousing $\&$ Logistics facilities installed/ available.	
2.	$\mbox{WLA}$ - Membership Application Form (complete)duly proposed and seconded with Covenant on Letterhead.	
3.	Clear and readable CNIC Copies of all Partners $\!$	
4.	Copy of Registration Certificate issued by Registrar of Firms (for AOPs) or SECP Registration Certificate (for LLPs) along with copy of Partnership Deed highlighting the shareholding of all Partners.	
5.	Clear & readable copy of the NTN certificate on the name of business along with copy of latest Income Tax Returns filed by the Firm. Original to be produced for verification.	
6.	Copy of Sales Tax Certificate & last Sales Tax Returns filed, if applicable.	
7.	Bank Account maintaining certificate, in Original, on the name of business/firm.	
8.	Three latest colour photographs of Applicant $\&$ Authorized Representative (For application form, Membership ID Cards).	
9.	Resolution of Firm (AOP/LLP/ Partnership) signed by all Partners to appoint one partner as Authorized Representative on the Firm's letterhead addressed to the Chairman & Executive Committee of Warehousing & Logistics Association.	
10.	Copy of Lease deed/ Documents of Warehousing facility in case of ownership; Valid Tenancy Agreement copy in cast of rental occupation with last rent receipt, for all premises mentioned in the Application form.	
11.	Copy of Membership certificate of Chamber of Commerce $\&$ Industry in respective District/ City (in case of membership).	
12.	Admission and/or Annual Membership Renewal Fee as prescribed for respective category - Pay order or Cheque in favour of "Warehousing & Logistics Association".	
13.	Any other documentation or information, on demand of Association, if required, to process the application. $ \\$	

#### PRIVATE LIMITED COMPANY

S.#	Documents / Requirements	Checklist
1.	Cover letter - Application of Prospective Member on its Company's letterhead with Business Card and Company's profile highlighting the Warehousing & Logistics facilities installed/ available.	
2.	$\mbox{WLA}$ - Membership Application Form (complete) duly proposed and seconded with Covenant on Letterhead.	
3.	Clear and readable CNIC Copies of all Directors& Passport copy, if required. Original to be produced for verification.	
4.	Copy of Registration Certificate issued by Securities & Exchange Commission of Pakistan along with certified copy of the Memorandum and Articles of Association of the Company and Form A and Form 29, duly certified.	
5.	Clear & readable copy of the NTN certificate the Company along with copy of latest Income Tax Returns filed by the Firm. Original to be produced for verification	
6.	Copy of Sales Tax Certificate & last Sales Tax Returns filed, if applicable.	
7.	Bank Account maintaining certificate, in Original, on the name of Company	
8.	Three latest colour photographs of Applicant $\&$ Authorized Representative (For application form, Membership ID Cards)	
9.	Resolution of the Board of Directors signed by all Directors to appoint one Director as Authorized Representative on the Company's letterhead addressed to the Chairman & Executive Committee of Warehousing & Logistics Association.	
10.	Copy of Lease deed/ Documents of Warehousing facility in case of ownership; Valid Tenancy Agreement copy in cast of rental occupation with last rent receipt, for all premises mentioned in the Application form.	
11.	Copy of Membership certificate of Chamber of Commerce & Industry in respective District/ City (in case of membership).	
12.	Admission and/or Annual Membership Renewal Fee as prescribed for respective category - Pay order or Cheque in favour of "Warehousing & Logistics Association".	
13.	Any other documentation or information, on demand of Association, if required, to process the application.	

#### PUBLIC LIMITED COMPANY/ MULTINATIONAL COMPANY

S.#	Documents / Requirements	Checklist
1.	Cover letter - Application of Prospective Member on its Company's letterhead with Business Card and Company's profile highlighting the Warehousing & Logistics facilities installed/ available	
2.	WLA - Membership Application Form (complete) duly proposed and seconded with Covenant on Letterhead	
3.	Clear and readable CNIC Copies of all Directors& Passport copy, if required. Original to be produced for verification	
4.	Copy of Registration Certificate issued by Securities & Exchange Commission of Pakistan along with certified copy of the Memorandum and Articles of Association of the Company and proof of filing and copies of all Statutory Form, duly certified, as per the Companies Act 2017, Board of Investment letter.	
5.	Clear & readable copy of the NTN certificate the Company along with copy of latest Income Tax Returns filed by the Firm. Original to be produced for verification	
6.	Copy of Sales Tax Certificate & last Sales Tax Returns filed, if applicable	
7.	Bank Account maintaining certificate, in Original, on the name of Company	
8.	Three latest colour photographs of Applicant $\&$ Authorized Representative (For application form, Membership ID Cards)	
9.	Resolution of the Board of Directors signed by all Directors to appoint one Director or Country Manager or General Manager as Authorized Representative on the Company's letterhead addressed to the Chairman & Executive Committee of Warehousing & Logistics Association	
10.	Copy of Lease deed/ Documents of Warehousing facility in case of ownership; Valid Tenancy Agreement copy in cast of rental occupation with last rent receipt, for all premises mentioned in the Application form	
11.	Copy of Membership certificate of Chamber of Commerce & Industry in respective District/ City (in case of membership)	
12.	Admission and/or Annual Membership Renewal Fee as prescribed for respective category - Pay order or Cheque in favour of "Warehousing & Logistics Association"	
13.	Any other documentation or information, on demand of Association, if required, to process the application. $ \\$	



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NOTE: The Covenant is required in Compliance to the Companies Act 2017 and provisions thereof and compiled in the light of said Act

COVENANT TO BE PRINTED ON PROSPECTIVE MEMBER'S FIRM/ COMPANY LETTERHEAD SIGNED AND STAMPED BY THE AUTHORIZED REPRESENTATIVE/ DIRECTOR/ PARTNER

COVENANT	
I S,6	duly Authorized
Representative of M/s	
authorized by the Board of Directors in its meeting I (Certified copy of resolution annexed herewith) hereby state on oath that I/We shall abide by Memorandum & WLA and all the Policies, Rules & Regulations, Charter of WLA, laws of Pakistan, thereof. I/We solemnly pledg I/We shall not involve in unethical malpractices dama and shall not indulge in acts of illegal and parallel act any other illegal body acting parallel to WLA; and the ethical and professional standards in the conduct of min <i>Warehousing &amp; Logistics Association</i> .	y solemnly undertake and & Article of Association of r, Code of Conduct/Ethics ge and state on oath that aging the interest of WLA tivities, get affiliated with at I/We shall observe high
I/We have not been associated with any money financing activities and neither have approved rece monies and likewise neither have approved disbursem monies in any manner for money laundering or terr and	eipt of nor received such nent of nor disbursed such
I/We have not been associated with any illegal banking or financial dealings or any other illegal activities.	g business, deposit taking
Whatever is stated above is true and correct to the b and belief.	est of my.bur knowledge
Signed/ stamped by Authorized Representative Proprietor/ Partner/ Director	
Dated	