

Following documents are required for registration as Customs Agent:

<b>S.No.</b>	<b>Documents Required</b>
01.	Director Original CNIC
02.	Request for issuance of WEBOC User-ID on letter Head
03.	Visiting Card and 2 Photographs (Passport Size)
04.	WeBOC External User Registration Form
05.	Authority letter from others Director(s)
06.	NADRA Verification all Director(s)
07.	National Tax Number (NTN) Certificate all Director(s)
08.	Sales Tax Registration Certificate OR IRIS-14(I)
09.	IRIS-181 (Order to Grant/Refuse Modification to Registration on Application) all Director(s)
10.	IRIS-114 (Return of Income Filed voluntarily for complete year) all Director(s)
11.	Valid Karachi Chamber of Commerce Certificate
12.	Business (Office) Premises Current Utility Bills
13.	Bank Account Maintenance Certificate of the Firm (with Authorized signature and P.A (Personal Account) Stamp

S.No.	Documents Required
14.	Bank Statement Current 6 months (Last balance of Rs.300,000/-)
15.	Active Taxpayers List (ATL) Sales Tax and Income Tax (Firm)
16.	Active Taxpayers List (ATL) Income Tax all Director(s)
17.	Online NTN/STRN Inquiry (Principal Activity Importer/Exporter)
18.	Property documents Premises/Office/ Valid Rent Agreement with photo copy of the land lord CNIC copy
19.	Undertaking along with 2 witness CNIC on Stamp paper Rs.100
20.	Memorandum of Article (Pvt) Ltd, with Form-29 Original/Photo copy
21.	Bank receipt of Pay Order/Cash deposit Rs.500/- (Importer/Exporter name and NTN)
22.	Custom Agent License