



GOVERNMENT OF PAKISTAN
COLLECTORATE OF CUSTOMS APPRAISEMENT- WEST
CUSTOMS HOUSE, KARACHI



2nd Floor, Customs House, Eduljee Dinshaw Road, Karachi Ph # 021-99214166 Fax # 021-99214172
No. APPG/LA/5-36/2004

Dated: 30.09.2023

MEMORANDUM

Subject: **RENEWAL OF CUSTOMS AGENT LICENCES FOR CLEARING AND FORWARDING OF GOODS & BAGGAGE UPON THEIR EXPIRY ON 31.12.2023.**

In terms of Rule 96(1) of Chapter VIII of Customs Rules, 2001 read with SRO 498(I)/2009 dated 13.06.2009, all the Customs Agents, whose licenses are due to expire on **31.12.2023**, are required to apply for renewal of the same two months before the expiry date of licenses. They are advised in their own interest to apply for renewal of their licenses upto **31.10.2023**. Those who fail to apply for renewal of their licence within stipulated time will not be allowed to conduct their Customs related business after expiry of the validity period of their license i.e. **31.12.2023**.

2. An application for the renewal of the licence should be accompanied with the following documents:-

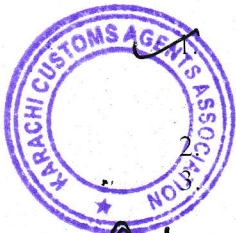
- An affidavit to the affect that no case of tax fraud and criminal case has been finalized from the Court of Law or Tribunal against the licensee or any of the partners, as the case may be;
- Information about total number of declarations filed showing declarations of imports and exports separately and detail of cases made about against him, if any;
- Proof of payment of renewal fee at a rate of two thousand rupees per year for renewal of license for two years of five years, as the case may be; and
- Certificate of participation (once in every two years) in mandatory course from Pakistan Customs Academy.
- Complete details of name of Proprietor / partners & Directors, office address with office phone number / Cell Number, E-Mail address copies of CNICs, incorporated with NTN Certificate Copy and License Booklet copy,

3. On submission of the above documents, the Licensing Section Collectorate of Customs Appraisalment-West, 8th Floor, Custom House, Karachi, will authorize them for payment of renewal fee which shall be rupees two thousand per year for renewal of license for two years of five years, and the licensees would be required to deposit the same in NBP, Custom House Branch, Karachi on the same or following day and deposit copy of paid challan in Licensing Section (Collectorate of Customs Appraisalment - West). Only those licensees who fulfill the above mentioned conditions shall be renewed.

(Nadeem Hussain Bhutto)
Assistant Collector
Licensing

Copy to:

The President, Karachi Customs Agent Association, 2nd Floor, Burhani Terrace, Bohri Road, Opp. Custom House, Karachi with the request to intimate the members of association to apply for renewal in time.
Concerned Customs Agent (by name through registered post).
Notice Board.



21/10/2023

PLEASE CIRCULATE

Mehmoed ul Hasan Awan
General Secretary
Karachi Customs Agents Association