

Association of Builders And Developers of Pakistan (ABAD)
Membership Application Form
For Ordinary Member / Associate Member

Price : Rs.100/=

**LIST OF DOCUMENTS REQUIRED TO BE
SUBMITTED BY THE APPLICANT COMPANY/FIRM.**

**PLEASE ENSURE THAT NO PLACE IS LEFT BLANK/INCOMPLETE IN THE
FORM/DOCUMENTS, OTHERWISE THE APPLICATION WOULD NOT BE ACCEPTED.**

1. Application should be submitted under cover of Company's letterhead saying that the application forms with requisite documents are enclosed for becoming member of ABAD.
2. Request for Membership of ABAD should be duly signed by Director/Partner/Proprietor (only principal or alternative representative) and shall also be signed by two members of ABAD as Proposer and Seconder (whose dues are clear at the time of signing of documents and Proposer and Seconder with having minimum five years and two years standing respectively as member of ABAD).
3. Sister concern of an applicant cannot propose or second.
4. Members of Membership Sub-Committee cannot propose or second.
5. Please fill in all columns/items of Schedule Nos.1, 2 and 3 of ABAD membership Application form and should be signed by Director/Partner/Proprietor (only by principal or alternative representative, as the case may be).
6. The applicant for membership must own or have Registered Power of Attorney by concerned Authority of a commercial property of no less than 400 sq. yds. He must submit copy of relevant documents duly attested by a Notary Public to ABAD along with the application for membership. (Please provide attested photocopies of C.N.I.C. of the witnesses)
7. Photocopies of National Tax Nos. Certificate of the Company / Firm or Proprietor duly attested by Notary Public.
8. Please submit attested photocopies of Valid C.N.I.C (Newly Computerized National Identity Cards) of all Directors / Partners / Proprietor/Principal & Alternate Representatives.
9. In case of Private / Public Limited Company, please submit:
 - a) Memorandum and Articles of Association attested by company secretary
 - b) Certificate of Incorporation attested by Securities and Exchange Commission of Pakistan.
 - c) Attested Photocopy of Extract of latest Form 'A' or Form '29' showing the list of present Directors duly authenticated by Registrar, Securities and Exchange Commission of Pakistan.
10. In case of Partnership Firm please submit Registered Partnership Deed duly attested by Notary Public. (Please provide attested photocopies of valid C.N.I.C. of the witnesses)
11. Please submit two photographs each of Proprietor/All Directors/All Partners/Principal and Alternative Representatives of the company with application (women are exempted from this requirement)
12. All pages of "CODE OF ETHICS" and "CODE OF CONDUCT" to be signed by Proprietor/All Directors/All Partners and company's seal affixed on all the pages.
13. Original Bank Certificate about sound financial position of the company is to be attached with the application. The bank certificate must show the status of the firm whether it is of Proprietorship, Partnership or Limited Company and the name(s) of Proprietor, Partners & Directors.
14. The Undertakings is to be printed on the company letterhead & stampaper of Rs. 100/- and are to be signed by all Directors / Partners / Proprietor. (specimen attached)
15. Every applicant must present himself before the Membership Sub-Committee for introduction.
16. Please Provide a copy of Trade Mark Registry/Copy Right of Firm Name & Logo from IPO-Pakistan.
17. Please enclose a Pay Order / Demand Draft / Crossed Cheque in favour of "Association of Builders And Developers". **Rs. 113,000/-** for **Ordinary / Associate Member** as per following break-up:

For Ordinary / Associate Member:

Admission Fee	Rs. 15,000/-	Ad in Shelter Magazine	Rs. 15,000/-
Annual Subscription (3 years)	Rs. 45,000/-	Research & Development	Rs. 3,000/-
ABAD Building Fund	Rs. 35,000/-		

Total : Rs.113,000/-
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18. Decision of the Central Executive Committee of ABAD for a new membership applicant is final.

**ABAD MEMBERSHIP APPLICATION FORM
COMPRISING SCHEDULE NOS. 1, 2 3 & 4**

SUBJECT: Request for Ordinary / Associate Membership of ABAD.

Dear Sir:

I/we, am/are pleased to enclose herewith Schedule Nos. 1, 2, 3 and 4, duly filled in and signed by our Director/Partner/Proprietor and would request you to consider our Firm / Company for the Membership of your Association (ABAD). If our application is approved and we are admitted as member of ABAD, I/we undertake and confirm to abide by the Memorandum and Articles of Association, Bye-Laws, Rules and Regulations, "Code of Ethics" and "Code of Conduct" of the association. I/we also undertake to follow and abide by all the decisions, directions and policy guidelines of the Central Executive Committee of ABAD as presently enforce and as may be issued from time to time. I/we also undertake to pay all the fees, subscriptions, dues, charges, expenses and levies etc., as may be prescribed/fixed/levied by ABAD on yearly basis for any specific purpose/project.

I/we certify that the information provided by me/us in Schedule Nos. 1, 2 3 and 4 forming enclosures to this application duly signed by me as Director/Partner/Proprietor of the said Company/Firm, are true to the best of my/our knowledge and belief.

The following two persons will represent on behalf of our Company/Firm in ABAD and sign all correspondence. (Please note as per D.T.O.'s orders only Director/Partner and Proprietor can cast vote or contest the elections of ABAD. However, General Manager and above of Public Limited Company can represent ABAD with consent of Board of Directors, for which a copy of Board of Resolution should be submitted).

Principal Representative:

Name: _____

Status: _____

Specimen Signature: _____

Alternate Representative:

Name : _____

Status: _____

Specimen Signature: _____

Agreeing to all the terms and conditions of ABAD, I/we are putting my/our signatures in confirmation thereto.

Date _____

Signature: _____
(Principal Representative)

Name: _____

Designation: _____

Seal of the Company/Firm

Address: _____

ABAD MEMBERSHIP APPLICATION FORM

Name of Applicant Firm / Company : _____

Name(s) of Proprietor /Partners/Directors:

1. _____ 2. _____

3. _____ 4. _____

Proposer:

Secunder:

Signature of Proposer

Signature of Secunder

Name of Proposer

Name of Secunder

Company's Name

Company's Name

Membership No. _____

Membership No. _____

Membership renewed up to _____

Membership renewed up to _____

Membership with ABAD since _____

Membership with ABAD since _____

Standing with ABAD
more than 05 years [YES / NO]

Standing with ABAD
more than 02 years [YES / NO]

Address:

Address:

Company's/Firm's Seal

Company's/Firm's Seal

Note: At least Proposer and Secunder with having minimum five years and two years standing respectively as member of ABAD. Only authorized representatives should sign as Proposer / Secunder provided all the dues of Proposer and Secunder are cleared.

GENERAL INFORMATION
ABOUT THE COMPANY / FIRM

1. Name of the Company/Firm : _____
2. Date of Incorporation/Registration / Establishment: _____
3. Incorporated/Registered with : _____
4. Statues of the Organization i.e.
Proprietor/Private Limited/Public Limited : _____
5. National Tax (N.T.) No. of the Firm/Company : _____
6. a. Address (Registered Office): : _____
: _____
: _____
: _____
Phone # : _____
Fax #: : _____
E-mail : _____
- b. Address (Branch/Regional Office) : _____
: _____
: _____
: _____
Phone # : _____
Fax # : _____
E-mail : _____
7. Name and Address of usual Bankers : _____

Date

Signature

Name

Seal of the Company/Firm

Designation

Note: This Schedule No.1 should be signed by any of the one of authorized representative of the Firm/Company.

GENERAL INFORMATION

ABOUT THE DIRECTORS / PARTNERS / PROPRIETOR

(Please fill out separate form for each Director / Partner / Proprietor / Principal and Alternative Representatives))

1. Name: Mr./Mrs./Ms. : _____
2. Father's/Husband's Name : _____
3. Age : _____
4. Designation : _____
5. Qualifications : _____
6. NIC (National Identity Card) # : _____
7. Address : _____

8. Phone # _____ : Residence _____ Mobile _____
9. Past experience in construction industry _____
10. Other Business, if any. : _____
11. Association with other Companies/Firms, if any _____
12. Any other information : _____

Date

Signature

Note: *This form is to be filled in by all Partners/Directors/Proprietor/Principal and Alternative Representatives separately, kindly make copies, if required.*

