

## **DOCUMENTS TO BE SUBMITTED ALONGWITH APPLICATION FOR IPTV LICENCE**

- i. Duly filled application form.
- ii. Board Resolution authorizing filing of the application for grant of IPTV licence.
- iii. Certificate of Incorporation from SECP, Statutory Returns, Memorandum & Articles of Association and Forms regarding ownership/management of the applicant company, e.g. updated true SECP attested Form-A, Form-29, Form-3, etc.
- iv. Copy of NTN and sales tax certificate of the applicant company.
- v. Names and detailed CVs of the Directors and shareholders of the applicant company.
- vi. Attested copies of CNICs of Directors and shareholders or Passports of the Directors (in case of foreigner).
- vii. A description of the applicant company's ownership and control structure.
- viii. The last two years audited financial statements of the company in relevant cases (for companies in existence for more than 2 years) & one year audited financial statement for companies in existence for more than one year but less than 2 years).
- ix. Income tax returns of the applicant company for last two years for an applicant in existence for more than 2 years.
- x. Income tax returns filed by Directors of the applicant for the last two years in case of newly registered company.
- xi. Filer status to verify tax deposit/ clearance and undertaking on stamp paper to the effect that the company is not a defaulter of FBR for income tax or federal and provincial government department for sales tax.
- xii. Affidavit of applicant that neither the applicant nor any of its directors or shareholders are defaulter of PEMRA, any financial institution, or government and tax authorities & the applicant or any of its director or shareholder has never been blacklisted (**Annex-I**).
- xiii. If applicant is already a licensee of PEMRA, then dues clearance certificate in respect of all licensees held by the company form concerned regional office.
- xiv. Affidavit of applicant that it shall abide by all PEMRA Laws, the Rules, Regulations, Code of Conduct, licence terms & conditions of license and directions issued by the Authority from time to time (**Annex-II**).

- xv. Affidavit of the applicant that neither the applicant nor any of its directors and shareholders are directly or indirectly, holding a broadcasting service licence or landing rights **(Annex-III)**.
- xvi. Affidavit that the applicant is in compliance with Section 25 of the PEMRA Ordinance 2002 **(Annex-IV)**.
- xvii. Affidavit that all information given by the applicant are correct and in case it is found at any stage before or after grant of license that the information given was false or in correct, the application may be rejected or license cancelled. **(Annex-V)**.
- xviii. Demand Draft or Pay Order in favor of PEMRA amounting to Rs. 50,000/- (Rupees Twenty Five Thousand) as application processing fee which shall be non-refundable.
- xix. A summary of the services the company intends to provide, the detail of channels to be provided in Basic Service, value added service and Premium Packages etc.
- xx. Financial feasibility / financial strength of the company i.e. project cost, projected income statement, balance sheet etc.
- xxi. Technical feasibility of the company along with detail of equipment to be installed e.g., CAS, SMS, STB etc.
- xxii. A summary of the set top box sales strategy including various pricing models e.g. sale on rental basis, sale in installments, provision of STB against a security deposit or outright sale etc.,.
- xxiii. Copy of fixed local loop Licence issued by Pakistan Telecommunication Authority.

(To be provided on Stamp Paper Worth Rs. 100/- duly attested by Oath Commissioner/Notary Public.)

**Non-defaulter Specimen Undertaking**

Dated: .....

The General Manager (Licensing),  
PEMRA, Headquarters,  
Islamabad

Subject: **Non-defaulter Undertaking**

Dear Sir,

I/We Mr ..... bearing CNIC No..... of M/s ----- hereby declare that no Investigation / Enquiry / Disciplinary action is pending against me/us by any Government Agencies. I/We further declare that we have neither been declared defaulters/black listed by any Exchange in Pakistan / SECP or any Government organization including PEMRA or any financial institution nor are we related or associated with any other entity / person who have been declared defaulters/black listed by any Stock Exchange in Pakistan / SECP or any Government organization or any financial institution.

I/We, M/s ----- further declare that We/M/s ----- have not been declared as defaulters/black listed by any Stock Exchange in Pakistan / SECP or any Government organization or are related or associated with any other entity/person who have been declared defaulters/black listed by any Stock Exchange in Pakistan / SECP or any Government organization.

Name and signature of Authorized Person on behalf of M/s-----

(To be provided on Stamp Paper Worth Rs. 100/- duly attested by Oath Commissioner/Notary Public.)

**No Cross-Media Ownership Specimen Undertaking**

Dated: .....

The General Manager (Licensing),  
PEMRA, Headquarters,  
Islamabad

Subject: **Non-Cross Media Ownership Undertaking**

Dear Sir,

I/We Mr ..... bearing CNIC No..... of M/s ----- hereby declare that I/We have not acquired any broadcast service licence from PEMRA.

In case any violation of above the declaration is found, PEMRA can take legal action against me/us/M/s ----- according to PEMRA Rules and Regulations including black listing of the company.

Name and signature of Authorized Person on behalf of M/s-----

(To be provided on Stamp Paper Worth Rs. 100/- duly attested by Oath Commissioner/Notary Public.)

**Non-recipient/beneficiary of funds from foreign Government, Organization or individual Specimen Undertaking**

Dated: .....

The General Manager (Licensing),  
PEMRA, Headquarters,  
Islamabad

Subject: **Non-recipient/beneficiary of funds from foreign Government, Organization or individual Undertaking**

Dear Sir,

I/We Mr..... bearing CNIC No..... of M/s ----- hereby declare that I/We, M/s ----- am/are not recipient or beneficiary of funds from any foreign Government, Organization or agencies as required under Section 25 of the PEMRA Ordinance 2002 (Amendment Act 2007).

In case any violation of above the declaration is found, PEMRA can take legal action against me/us/M/s----- according to PEMRA Rules and Regulations including cancellation of permission and black listing of the company.

Name and signature of Authorized Person on behalf of M/s-----

**Annex-IV**

(To be provided on Stamp Paper Worth Rs. 100/- duly attested by Oath Commissioner/Notary Public.)

**Compliance with PEMRA Laws, Terms & Conditions, Rules & Regulations Specimen Undertaking**

Dated: .....

The General Manager (Licensing),  
PEMRA, Headquarters,  
Islamabad

Subject: **Compliance with PEMRA Laws, Terms & Conditions, Rules & Regulations and other relevant Laws Undertaking**

Dear Sir,

I/We Mr..... bearing CNIC No..... of M/s----- hereby declare that I/We will comply with all PEMRA Laws, Terms & Conditions, Rules & Regulations and all other relevant Laws.

In case any violation of above the declaration is found, PEMRA can take legal action against me/us/M/s----- according to PEMRA Rules and Regulations including cancellation of permission and black listing of the company.

Name and signature of Authorized Person on behalf of M/s-----

**Annex-V**

(To be provided on Stamp Paper Worth Rs. 100/- duly attested by Oath Commissioner/Notary Public.)

**Correct Provision Of All Information Specimen Undertaking**

Dated: .....

The General Manager (Licensing),

PEMRA, Headquarters,

Islamabad

Subject: **Correct Provision Of All Information Undertaking**

Dear Sir,

I/We Mr..... bearing CNIC No..... of M/s ----- hereby declare that that all information given by the applicant are correct and in case it is found at any stage before or after grant of license that the information given was false or in correct, the application may be rejected or license issued to M/s ----- -- will be cancelled

Name and signature of Authorized Person on behalf of M/s-----