



## Documents Required for Conversion from Individual to Corporate

S. N	Documents from Individual Member
1	Request for conversion of Membership on letterhead duly signed by the Member as per format
2	Undertaking on Member's letterhead signed by the Member as per prescribed format
3	Application for Transfer of PMEX TREC duly signed by the CEO of Transferor and Transferee as per format
4	Original TRE Certificate issued to the Member
5	New TRE Certificate fee Rs: 10,000/- (Cheque/ Pay order/ Demand Draft are acceptable only)
6	Cheque/ Pay order/ Demand Draft in case of outstanding dues of individual, where applicable
7	Admission documents of Corporate Entity

For further information and assistance, please feel free to contact our Customer Support Services by phone on 021-111-11-7639 or by email at [support@pmex.com.pk](mailto:support@pmex.com.pk)



## List of Admission Documents of Corporate Entity

1. Attested copy of: a) Memorandum and Articles of Association with PMEX related clause b) Certificate of Incorporation c) Latest Forms A (Not applicable for new company) d) All Forms 28 and 29 subsequent to latest Form A e) Form 3 (where applicable)
2. Latest annual audited financial statements of the company, if available, audited by a firm on SBP Panel A/B. Paid up capital and net worth (assets less liabilities and surplus) should not be less than Rs. 20 million
3. Latest filed income tax return of the company, (not applicable in case of new company)
4. Following documents of sponsors, directors and senior management officers: a) CV in prescribed format b) Attested copies of educational certificates c) Attested copies of experience certificates d) Two recent colored photographs e) Attested copy of CNIC/Passport f) Evidence of name on Active Taxpayers List (ATL) g) Undertaking on prescribed format on stamp paper of Rs.100/- h) Copy of FCM and PMR Certificates, issued by IFMP to CEO i) Undertaking of CEO on letterhead as per format j) Latest wealth statements of sponsors
6. Information of sponsors, major shareholders, directors and Senior Management Officer as per format
7. Identification of sponsors on company letterhead
8. Certified copy of Board Resolution authorizing chief executive to apply for PMEX TREC as per format
9. Reference letter from principal bank
10. Company profile
11. Pay Order / Demand Draft payable to "Pakistan Mercantile Exchange Limited" a) Rs. 10,000 (New TRE Certificate Fee) b) Rs. 100,000 (1 <sup>st</sup> year annual subscription fee on pro-rata basis) c) Rs. 7,50,000 (Security Deposit only in case of deposit base Memberships)

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