



Ministry of Interior Government of Pakistan

INGO REGISTRATION FORM

Document Uploads*

Check List

- (1) Acknowledgement of EAD that the Annual Plan of Action has been submitted
- (2) Letter from the concerned Embassy verifying the credentials of the INGO
- (3) Proof of Registration in the country of origin
- (4) Detailed annual budget covering Administrative and Development components
- (5) Approval of Commissioner. Inland Revenue concerned under section 2 (36) of the Income Tax Ordinance, 2001
- (6) Tax Returns (copies) for last 3 years (For Renewal of registration)
- (7) Annual Reports for three years
- (8) Financial Statements for last three years
- (9) Funding guarantee letter containing donor commitment
- (10) Proof of local residence (lease agreement, etc) with complete address/telephone numbers and list of local contacts in Pakistan (For Renewal of registration)
- (11) Power of attorney from the Head Office authorizing its designated representative for applying for registration in Pakistan
- (12) Application letter addressed to Secretary Interior requesting to register an INGO
- (13) MOU available at MOI website, duly filled-in
- (14) Staff Details
- (15) Declaration

*All documents are mandatory to be uploaded.