



## Documents Required for Transfer of TRE Certificate

S. No.	Documents of Transferor
1	Application for Transfer of PMEX TREC duly signed by the CEO of Transferor and Transferee as per format
2	Certified copy of Board Resolution authorizing the transfer of PMEX TREC signed by Company Secretary /Director as per format
3	Original PMEX TRE Certificate issued to the transferor for cancellation
4	Pay Order/Cheque evidencing clearance of outstanding dues of Transferor, where applicable.

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)



**Transferor will apply to PMEX for transfer of TRE Certificate by providing the following documents of Transferee:**

1. Completed TREC application form duly signed and stamped ( <b>Annexure A</b> )
2. Attested copy of: <ol style="list-style-type: none"> <li>a) Memorandum and Articles of Association with PMEX related clause</li> <li>b) Certificate of Incorporation</li> <li>c) Latest Forms A (Not applicable for new company)</li> <li>d) All Forms 28 and 29 subsequent to latest Form A</li> <li>e) Form 3 (where applicable)</li> </ol>
3. Financial statements of last three years audited by an Auditor from a list maintained by ICAP on its official website ( <a href="https://icap.org.pk/">https://icap.org.pk/</a> ) having satisfactory QCR rating. Net worth should not be less than Rs. 10 million, latest unaudited quarterly accounts and unaudited half yearly accounts.
4. Latest filed income tax return of company, (Not applicable for new company)
5. Following documents of sponsors, directors and senior management officers: <ol style="list-style-type: none"> <li>a) CV in prescribed format (attached) (<b>Annexure B</b>)</li> <li>b) Attested copies of educational certificates</li> <li>c) Attested copies of experience certificates</li> <li>d) Two recent colored photographs</li> <li>e) Attested copy of CNIC/Passport</li> <li>f) Evidence of name on Active Taxpayers List (ATL)</li> <li>g) Undertaking on prescribed format stamp paper (attached) (<b>Annexure C</b>)</li> <li>h) Copy of FCM and PMR Certificates, issued by IFMP to CEO</li> <li>i) Undertaking of CEO on letterhead (attached) (<b>Annexure D</b>)</li> </ol>
6. Information of sponsors, major shareholders, directors and Senior Management Officer format ( <b>attached</b> ) ( <b>Annexure E</b> )
7. Certified copy of Board Resolution authorizing chief executive to apply for PMEX TREC ( <b>Annexure F</b> )
8. Reference letter from principal bank
9. Company profile
10. Pay Order / Demand Draft Payable to "Pakistan Mercantile Exchange Limited" <ol style="list-style-type: none"> <li>a) Rs. 200,000/- (Transfer fee)</li> <li>b) Rs. 100,000 (1<sup>st</sup> year annual subscription fee on pro-rata basis)</li> <li>c) Rs. 7,50,000 (Security Deposit only if applicable)</li> <li>d) Rs. 25,000 (Application Processing Fee for New TREC)</li> </ol>

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