

FORM-5

REGISTRATION OF ALTERATIONS IN THE DOCUMENTS OR DETAILS OF FOREIGN COMPANY

[Pursuant to Sections 436 of the Companies Act, 2017 read with Regulations 24 & 30 of the Companies Regulations, 2024]



PART-I

(Please complete in typescript or in bold block capitals)

1.1 CUIN (*Corporate Unique Identification Number*)

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1.2 Name of the Foreign Company

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1.3 Fee Payment Details

1.3.1 Challan Number

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1.3.2 **Challan** Amount (Rs.)

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PART-II

2.1 Incorporated in: (*state name of the country of origin*)

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2.2 Date of incorporation: (*in the country of origin*)

D	D	M	M	Y	Y	Y	Y

2.3 Name of parent / holding company, if any

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PART-III

ALTERATION IN STATUS OF FOREIGN COMPANY IN PAKISTAN AND KIND OF A FOREIGN COMPANY IN THE COUNTRY OF ORIGIN

3.1 Change in the Status of the foreign company in Pakistan

Liaison Office to Branch Office

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Branch office to Liaison Office

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(Mark the appropriate box)

3.2 Date of change

D	D

M	M

Y	Y	Y	Y

3.3 Change in the ¹¹⁷kind of the foreign company in the country of origin

Previous ¹¹⁸ kind	New ¹¹⁹ kind

3.4 Date of change

D	D

M	M

Y	Y	Y	Y

PART-IV

ALTERATION IN CHARTER, STATUTE ETC. OF A FOREIGN COMPANY OTHER THAN CHANGE OF NAME

4.1 Alteration made in: Memorandum & Article of Association

☐	Charter	☐	Statute	☐
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OR

Other instrument constituting or defining the constitution of the company
(to be specified)

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¹²⁰(Copy of amended instrument duly certified by public officer / notary public of country of origin and signed by Pakistani diplomat posted in that country apostilled by the designated competent authority as required under these Regulations shall be filed herewith)

4.2 Language in which the above documents filed in the country of origin.

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4.3 Certified translation thereof in English or Urdu language: Enclosed

☐	Not required	☐
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(Not required if original document are in Urdu or English)

4.4 Brief description of the alteration

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¹²¹[...]

4.5 Date of alteration

D	D

M	M

Y	Y	Y	Y

¹¹⁷ Substituted the word "status" vide S.R.O. 459/2025 dated 26th March, 2025.

¹¹⁸ Substituted the word "status" vide S.R.O. 459/2025 dated 26th March, 2025.

¹¹⁹ Substituted the word "status" vide S.R.O. 459/2025 dated 26th March, 2025.

¹²⁰ Substituted the "Copy of instrument duly certified by public officer / notary public of country of origin and signed by Pakistani diplomat posted in that country as required under these Regulations shall be filed herewith" vide S.R.O. 459/2025 dated 26th March, 2025.

¹²¹ Omitted vide S.R.O. 459/2025 dated 26th March, 2025.

PART-V

ALTERATION IN ADDRESS OF REGISTERED OR PRINCIPAL OFFICE IN COUNTRY OF ORIGIN

5.1 Previous registered or Principal office address in the country of origin			
5.2 New registered or Principal office address in the country of origin			
Landline Number		Email	
Website Address, if any			
	D D	M M	Y Y Y Y
5.3 Date of change			

PART-VI

ALTERATION IN ADDRESS OF THE PRINCIPAL PLACE(S) OF BUSINESS/ LIAISON OFFICE(S) IN PAKISTAN

6.1 Principal place of business / Liaison offices (s):

	Principal place ¹²² of business/ Liaison office, is changed from	Principal place ¹²³ of business / Liaison office is now situated at
Address		
City		
District		
Province		
Landline Number		
Mobile Number of Principal Officer		
Email Address		
Website, if any		

(Here state all changes. Add further pages if required)

	D D	M M	Y Y Y Y
6.2 Date of change			

¹²² Substituted vide S.R.O. 459/2025 dated 26th March, 2025.

¹²³ Substituted vide S.R.O. 459/2025 dated 26th March, 2025.

PART-VII

ALTERATION OF PARTICULARS OF DIRECTORS, CHIEF EXECUTIVE, SECRETARY/ PRINCIPAL OFFICER OR PERSON(S) AUTHORIZED TO ACCEPT DOCUMENTS/ PROCESSES ON BEHALF OF ¹²⁴**A FOREIGN COMPANY**

7.1 Alteration in Particulars of Directors, Chief Executive, Secretary/¹²⁵**Joint Secretaries/ Principal officer or Person(s) authorized to accept documents/ processes on behalf of Company (in case of individuals only):**

Present and surname in full	Former & surname (if any)	Usual residential address	Nationality	Nationality of origin (if other than the present nationality)	Business, Occupation	Other directorship. if any	Status / Designation (Director / Chief Executive, Principal officer/ ¹²⁶ Secretary/Authorized person resident in Pakistan	¹²⁷ CNIC Number or Passport Number (Whichever is applicable)	Date of appointment/ Cessation/ change in particulars	Remarks, if any
(a)	(b)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)

Note: In case of Secretary, particulars as per (a) & (c) only may be stated.

7.1.1 Alteration in Particulars of Directors and Secretary (In case of body corporate):

Particulars of each corporate body which is director/secretary/ ¹²⁸ Joint Secretaries of the foreign company					Particulars of each director/partner of corporate body which is director/secretary of the foreign company ¹²⁹ (if applicable)			
Corporate Name	Registered or Principal Office address	Status / Designation (Director /Secretary)	Date of appointment/ Cessation/ change in particulars	Remarks	Full Name *	Address*	Nationality	Nationality of origin (if other than the present
(a)	(b)	(c)	(e)	(f)	(g)	(h)	(i)	(j)

¹²⁴ Inserted vide S.R.O. 459/2025 dated 26th March, 2025.

¹²⁵ Inserted vide S.R.O. 459/2025 dated 26th March, 2025.

¹²⁶ Inserted vide S.R.O. 459/2025 dated 26th March, 2025.

¹²⁷ Substituted the word "N.I.C" vide S.R.O. 459/2025 dated 26th March, 2025.

¹²⁸ Inserted vide S.R.O. 459/2025 dated 26th March, 2025

¹²⁹ Inserted vide S.R.O. 459/2025 dated 26th March, 2025

* ¹³⁰Where a body corporate is a secretary and all the directors of the body corporate are joint secretaries of the foreign company, then the name and principal office of the body corporate may be stated instead of particulars of each such joint secretary

PART-VIII

8.1	Signature				
8.2	Name of Authorized Officer/Authorized Intermediary				
8.3	Contact number of Authorized Officer/Authorized Intermediary	Landline		¹³¹ Mobile	
8.4	Registration Number of Authorized Intermediary, where applicable				
8.5	Date				

Note 1 — When alteration on various dates are reported through this form, the actual dates of all such alteration shall be entered in the relevant part and the form shall be filed within thirty days of the earliest alteration.

Enclosures:

1. ¹³² Resolution and Certified copy of altered instrument constituting the foreign company, duly authenticated if applicable.
2. Certified translation of altered instrument constituting the foreign company, if applicable
3. Letter from board of investment for change of registered office in the country of origin along with board resolution of parent company for such change, if applicable
4. Board resolution of foreign company regarding appointment/resignation of directors /CEO /Other officers or any other document evidencing such changes issued by public authority in the country of origin duly authenticated ¹³³as per these regulations, if applicable
5. Board Resolution of foreign company regarding appointment/resignation of principal officer duly signed, notarized & witnessed, if applicable
6. Consent of the Principal Officer and consent of person authorized to accept on behalf of the company service of process / any notice / document, if applicable

¹³⁰ Substituted vide S.R.O 459/2025 dated 26th March, 2025.

¹³¹ Substituted the word "Cell" vide S.R.O 459/2025 dated 26th March, 2025.

¹³² Substituted "Certified copy of altered instrument constituting the foreign company, if applicable" vide S.R.O 459/2025 dated 26th March, 2025.

¹³³ Inserted vide S.R.O 459/2025 dated 26th March, 2025.

7. Provision of Security clearance documents along-with undertaking (in case of a foreign national)
8. Any other document deemed necessary
9. Original challan or other evidence of payment of fee specified in Seventh Schedule of the Act (not applicable in case of online filing)