



# Dhaka Chamber of Commerce & Industry

## DHAKA CHAMBER BUILDING

65-66, Motijheel C/A, G.P.O Box No. 2641, Dhaka-1000, Bangladesh  
PABX : 9552562, 9554383 (Hunting), Fax : 880-2-9560830, 9550103  
E-mail : info@dhakachamber.com, Website : www.dhakachamber.com

No.

Price : Tk. 100/- (One Hundred) Only

Admission, Subscription & Fees Tk. : 18,850/-

DCCI DEVELOPMENT FUND Tk. : 10,000/-

Pay Order Tk. : 28,850/-

### APPLICATION FORM FOR GENERAL MEMBERSHIP

Secretary General  
Dhaka Chamber of Commerce & Industry  
65-66, Motijheel Commercial Area  
Dhaka-1000

Dear Sir,

I/We request you kindly to enroll our firm/company as a GENERAL MEMBER of your esteemed Chamber. For your record and reference, the particulars of our enterprise are given overleaf. A Bank Draft/Pay Order No..... Dt..... Tk. .... Bank..... Branch ..... in favour of "Dhaka Chamber of Commerce & Industry" is enclosed towards Admission Fee, Annual Subscription for the Current Calendar year and other fees/charges as admissible.

I/We undertake to abide by the rules and regulations of the Chamber and promote its objectives.

Yours faithfully,  
Applicant's Signature & Seal

Name & Designation .....  
Address .....

Proposed by : (Valid General Member)

Signature and Seal  
Name & Designation .....  
Address .....

Seconded by : (Valid General Member)

Signature and Seal  
Name & Designation .....  
Address .....

#### FOR OFFICIAL USE

Form Sale Receipt No.....Date .....

#### PAYMENT RECEIVED

Date of Receipt of Application ..... by Pay Order/Bank Draft No .....

Date of Circulation amongst the Members..... Date .....Tk .....

Date of Confirmation of Membership..... Money Receipt No ..... Date.....

Dealing Officer

C.A./DCA

Secretary General



## PARTICULARS OF THE APPLICANT FOR MEMBERSHIP

1. Name of the Firm (in Block Letters) : \_\_\_\_\_
2. Full Address : \_\_\_\_\_
3. Tel : \_\_\_\_\_ Fax : \_\_\_\_\_ E-mail : \_\_\_\_\_
4. Nature of Business :  
(a) Manufacturer of (Items) : \_\_\_\_\_  
(b) Exporter of (Items) : \_\_\_\_\_  
(c) Importer of (Items) : \_\_\_\_\_  
(d) Manufacturer's Representative of (Items) : \_\_\_\_\_  
(e) Dealers of (Items) : \_\_\_\_\_  
(f) Others : \_\_\_\_\_
5. Photocopy of Registration certificate as Importers, Exporters, Indenting Agents, Manufacturers, Dealers, Consultants, Engineers, Builders, Agents etc. as a proof of being engaged in business **(Original to be produced for authentication)**
6. Trade Licence: Photocopy to be attached **(Original to be produced for authentication)**
7. Tax - Payers Identification No. (e-TIN with money receipt) Photocopy to be attached **(Original to be produced for authentication)**
8. (a) Location of Head Office : \_\_\_\_\_  
(b) Location of Factory : \_\_\_\_\_  
(c) Location of Sales Office : \_\_\_\_\_
9. STATUS OF THE FIRM :  
(a) If Proprietorship Firm : Name of the Proprietor : \_\_\_\_\_  
**(Photocopy of National I.D to be attached)**  
(b) If Partnership Firm : Name of the Partners : \_\_\_\_\_  
Partnership Deed/Copy of Registration Certificate  
to be attached duly signed by all the partners  
**(Photocopy of National I.D & individual e-TIN to be attached)**  
(c) If Limited Company : Name of the Directors : \_\_\_\_\_  
**(Photocopy of National I.D & individual e-TIN to be attached)**  
(d) Nationality : Bangladeshi/in case of foreign & Joint Venture Co. declare Nationality : (Supporting documents to be attached: work permit, valid passport, BOI Permission, Joint Venture deed etc.)  
(e) Copy of the Memorandum & Articles of Association duly signed by all the subscriber to be attached.  
**(Managing Director must sign in all the pages with the seal of the Company)**  
(f) Photocopy of the Certificate of Incorporation to be attached. **(Duly attested)**
10. Name of the representative with status who will represent the firm/Company in the Chamber. \_\_\_\_\_
11. Bankers : **(Current Bank Certificate ot be attached)**
12. Name of any Other Commercial or Industrial Association of which the Applicant is a Member. \_\_\_\_\_

I/We do hereby solemnly affirm that I/We shall offer my/our services towards promoting and fostering ideas of co-operation and mutual help amongst the members engaged in trade, commerce & industry and shall protect and safeguard the interest of the Members of the Chamber. I/We shall not indulge in any activity that can jeopardise the prestige, image, sanctity and integrity of the Chamber and our firm.

I/We hereby agree and affirm unconditionally that the Board of Directors of Dhaka Chamber of Commerce & Industry shall have the full right to cancel our Membership with the Chamber, if in their judgement our activities are found detrimental to the interest of the Chamber.

\_\_\_\_\_  
\*Signature of the Representative  
(As per Column 10)

\_\_\_\_\_  
Applicant's  
Signature & Seal

*\* If Representative and address of the Member Firm/Company is changed, unless notified in writing and recorded in the Membership Register of the Chamber, the Nomination made will remain unchanged for all purposes.*