

THE INSURANCE ASSOCIATION OF PAKISTAN

(For the use of Members of the Insurance Association of Pakistan only)

Phones: (021) 35171571-74
Fax : (021) 35171576

E.Mail: info@iap.net.pk
Web: www.iap.net.pk

EXECUTIVE COMMITTEE

Circular No. C- 2

8th May, 2026

NAMES OF VOTING REPRESENTATIVES

I reproduce below Article 3(d) of the Memorandum & Articles of Association of IAP for Members' attention and would request Members to forward the attached Proforma of Voting Representatives duly completed and signed latest by the 30th May 2026.

ARTICLE 3(d)

"Members of the Association shall register with the Secretary General in writing the name of their representatives authorized to vote at general meeting of the Association and shall state the order of seniority in which voting representatives are entitled to vote."

I also draw Members attention to Articles 7(a)(5) and 11(c) of the Articles of Association reproduced hereunder and would request to advise their Company's National Tax Number along with the Names & National Identity Card Numbers of their Voting Representatives.

ARTICLE 7(a)(5)

"The director of the member company, or a person not below the rank of General Manager authorized by the Board of Directors of public limited company or a multinational company shall be entitled to cast his/her vote at the time of election only if his/her name has already been registered with the Secretary General and his name appears on the list of voters."

ARTICLE 11(c)

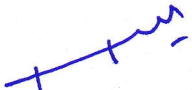
"The Secretary General of Association shall display within seven days of the announcement of election schedule the provisional list of all members eligible to vote along with their National Tax Number and the name and National Identity Card Number of their representative.

The list shall be displayed at:

- (a) the notice board of the head office and regional offices of the Association; and
- (b) the website of the Association."

Please note that the Directorate Trade Organizations (DGTO) vide letter No. 12(01)/2010-To dated 12th May 2014 has advised all the Trade Organizations that **"..... in future Sales Tax Numbers of all the members / voters must be reflected in respective lists. However, in cases wherein Sales Tax Number is not applicable, the concerned Trade Organization should provide a certificate to the effect that "Sales Tax Number in the case is not applicable".**

Members are therefore requested to also provide company's Sales Tax Number (STN), if STN is not applicable then please clearly mention that **"Sales Tax Number is Not Applicable"** so that requisite certificate may be issued by the IAP on member's behalf.


Nabeel W Sabir
Secretary General

Encl: As above./

NAME OF VOTING REPRESENTATIVES:

Senior Voting Representatives

1. Name _____
Designation _____
CNIC No. _____

OTHER VOTING REPRESENTATIVES:

(Names to be entered in order of Seniority
in which they are entitled to vote)

2. Name _____
Designation _____
CNIC No. _____

3. Name _____
Designation _____
CNIC No. _____

4. Name _____
Designation _____
CNIC No. _____

5. Name _____
Designation _____
CNIC No. _____

Signature: _____

Name of Member _____

Company's National Tax Number _____

Dated: _____ Company's Sales Tax Number _____

