



# MEMBERSHIP APPLICATION FORM

(For companies registered in Nepal)

Nepal-India Chamber of Commerce & Industry,  
Ace Apartments, Narayanchaur,  
Naxal, Kathmandu, Nepal.

Passport size  
recent Photograph  
of Designated  
Representative

Dear Sir,

Our company is interested to become Ordinary/Associate Member of your organization. We agree to abide by the constitution, rules and regulations of the Chamber in case the application for membership is accepted. We also agree that the decision of the Executive Committee on this application shall be final.

Attested documents of our certificates related to registration of our company in Nepal is enclosed herewith. We enclose herewith cash/cheque/copy of cash deposit/money transfer document for Rs 25,000/- against entrance free of Rs 15,000 and first year's annual fee of Res 10,000/- for FY 2022/23 (2079/80).

1. Name of the Company: \_\_\_\_\_

2. Name of the Designated Representative: \_\_\_\_\_

3. Designation of the Representative: \_\_\_\_\_

4. Name of alternative authority to contact in absence of Representative: \_\_\_\_\_

5. Address of the Company:

Location: \_\_\_\_\_ Ward No \_\_\_\_\_ Municipality/VDC \_\_\_\_\_

District: \_\_\_\_\_ Province \_\_\_\_\_

Post Box No \_\_\_\_\_ Post Box District \_\_\_\_\_

Landline Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Mobile Number of the Representative with WhatsApp/Viber \_\_\_\_\_

Email address (office): \_\_\_\_\_ Direct: \_\_\_\_\_

Website of the Company: \_\_\_\_\_

6. Paid up capital \_\_\_\_\_ Annual Turnover (NRs) \_\_\_\_\_

7. Business relationship with India: \_\_\_\_\_

8. Legal Status

☐ Proprietorship

☐ Partnership

☐ Private Limited Company

☐ Public Limited Company

☐ Corporation

☐ Other (Specify)

9. Date of Establishment/incorporation/Registration: \_\_\_\_\_



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10. Established as:

☐ Manufacturer

☐ Exporter

☐ Importer

☐ Agent

☐ Stockist

☐ Dealer

☐ Wholesaler

☐ Service Industry

☐ Others (Specify)

11. Ownership

Equity: Local \_\_\_\_\_ %

☐ Foreign \_\_\_\_\_ % (If applicable)

12. Please specify major local/foreign equity holders:

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13. Parent Company (if applicable) \_\_\_\_\_

14. Subsidiary/ies, if any \_\_\_\_\_

15. Paid up capital: Rs \_\_\_\_\_

16. Established Year: \_\_\_\_\_

17. Number of Employees:

Top Level \_\_\_\_\_ Medium Level \_\_\_\_\_ Junior Level \_\_\_\_\_ Total \_\_\_\_\_

Skilled \_\_\_\_\_ Semi-skilled \_\_\_\_\_ Other/Support \_\_\_\_\_ Total \_\_\_\_\_

18. Main Line of product/Service:

19. Is your product/service for: ☐ Export/Import ☐ Local ☐ Both

20. Your Principal Banker:

Name: \_\_\_\_\_

Address \_\_\_\_\_

Authorized Signatory:

Name:

Designation:

Date:



Official Stamp

## For official use only

Checked By (signature):

Approved by (signature):

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Designation: \_\_\_\_\_



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## **Notes:**

1. Please provide details on a separate sheet in case space on form is inadequate.
2. Any Nepalese firm, company or institution or organization which is registered with the Government of Nepal (GoN) and has industrial, commercial or economic dealings as well as professional relations with India including the field of services with an annual gross turn over exceeding Rs. 25 million duly certified by a grade 'A' Auditor can be an General Member of the Chamber. NICCI Executive Committee deserves right to grant General Membership or Associate Membership.
3. Please make out cheque/draft in the name of **Nepal-India Chamber of Commerce & Industry** and send to the address given in the application form itself, OR  
For direct deposit or Connect IPS  
Our Banker:  
**Nepal Investment Mega Bank Ltd.**  
**Naxal Branch, Narayanchaur, Naxal, Kathmandu**  
**Current Account Number 05001050007373**
  - If you send membership fee by cheque or cash, it should be sent along with the application form.
  - If you deposit membership fee in our account mentioned above, please send the scanned copy of the voucher at [finance@nicci.org](mailto:finance@nicci.org).
  - If you send membership fee through connect IPS, please send the screen shot of the slip at the above email or at mobile number 977-98510-88111 for confirmation of the party name.)
4. **Required Documents:**
  - 3.1 A copy of Govt. of Nepal registration certificate (Company Registrar Registration Certificate,
  - 3.2 A copy of registration at Department of Industry/Department of Commerce/Department of Electricity Development, Department of Tourism etc or other relevant certificate depending on your line of business);
  - 3.3 A copy of PAN or VAT registration
  - 3.4 A copy of latest audit report
  - 3.5 Memorandum and Articles of Association of the applicant company (in case of limited company) may please be attached.
5. A passport size photograph of the person representing to NICCI (Please fix on the application)