

Criteria for issuance of Visa Recommendation Letter to the Exporters

Trade Facilitation Division of TDAP issues visa recommendation letters to individual traders (not to delegations or exhibition participants). The visa recommendations can be issued by submitting the following documents:

DOCUMENTARY REQUIREMENTS:

- 1) Request letter to TDAP.
- 2) Undertaking on Stamp paper (Rs.100/-) Mandatory.
- 3) Application on letter head through respective Trade Association / Chamber
- 4) Company Profile.
- 5) Original Export Performance of last three years duly verified by Bank (for Regular Exporters).
- 6) Bank Statement for last three years (for New Exporters / SMEs / Women Entrepreneurs).
- 7) Copy of valid Membership Certificate of Trade Body / Chamber / Association.
- 8) Photocopy of NTN / Sales Tax Registration.
- 9) Copies of valid Passport(s) & CNIC(s) of the person(s) representing the Company.
- 10) Copies of internationally recognized Quality Certificates (e.g. ISO, GAP), if acquired.
- 11) Schedule of Visits/Meetings with clients (Email correspondence, if any), or event schedule (if any).