Simple Steps for Registration to the REX System

1st Step: Ctrl+Click the following URL to access the online form for registration to the REX system:
https://customs.ec.europa.eu/rex-pa-ui/

2nd Step: Fill/ complete the REX Application Form online. Make your TIN Number using your National Tax Number (NTN) as per the following relation:

TIN = PK + NTN Number

Example: If NTN = 7659843-1;   then TIN = PK76598431
(For further assistance on filling the REX Application Form please refer Section-4 of the "REX Operational Guide" available on TDAP website)

3rd Step: After filling all required data in the REX Application Form, Click "Proceed" to submit the REX Application Online.

4th Step:

- Print completed REX Application
- Put Signatures/Seal at all relevant places (boxes 5 & 6) on the printed Application

5th Step: Attach following two documents to the printed REX Application:
1. Copy of NTN Certificate of your Company/Business.
2. Copy of SECP Registration Certificate of your Company/Business. In case your Company is not registered with the SECP, then please attach copy of your Company's membership certificate with relevant Trade Association (TA), or copy of your membership certificate with local Chamber of Commerce & Industry (CCI).
(Each of the above documents to be duly attested by a Gazetted Officer of Govt., or Trade Association, or Chamber of Commerce & Industry).

6th Step: Get the completed REX Application (with enclosures attached to it) endorsed by the Trade Association relevant to your business/ product sector; or your local Chamber for Commerce & Industry (in case your Company is not a member of the relevant Trade Association).

7th Step: Now submit the completed REX Application in original along with attachments to the GSP Section, Trade Development Authority of Pakistan (TDAP), 3rd Floor, A-Block, FTC Building, Shahra-e-Faisal, Karachi, for registration of your company. The REX Application can also be sent to the TDAP, Karachi by courier.

Note: Based on first-come-first-served principle, TDAP will examine the completed Application Form and register the exporter into the REX system. Upon registration the exporter will be promptly informed through email and the registration document will be sent to him by courier.