



GUIDELINES FOR

NEW ZONE APPLICATIONS

&

ZONE DEVELOPERS LICENSE APPLICATIONS



SPECIAL TECHNOLOGY ZONES AUTHORITY

DATED: 12 OCTOBER 2023



1. INTRODUCTION

- 1.1. The Special Technology Zones Authority (“**STZA**”) is an autonomous statutory body established under the Special Technology Zones Authority Act, 2021 (“**Act**”). STZA has been mandated to provide institutional and legislative support for the technology sector with internationally competitive and export-oriented structures and seeks to develop an ecosystem, to attract FDI, connect academia, research, and technology industry, increase the productivity and decrease the costs of production through high-tech interventions, intensive innovation and futuristic entrepreneurship, enable job creation, and commercialize technological knowledge. STZA’s core strategic objectives are to promote (i) technology transfer, (ii) foreign direct investment, (iii) human capital development, (iv) innovation and entrepreneurship, research and development, (v) job creation, (vi) technology exports, and (vii) technology imports substitution. These objectives will be achieved through creation of Special Technology Zones (“**STZs or Zones**”) across the country which will host science and technology parks, incubation centers, R&D centers, technology production centers, universities, technical training centers, etc.
- 1.2. Under the Act, STZA has the power to declare and notify STZs under various STZ Categories provided under the Rules. Furthermore, STZA also has the mandate to license legal entities as Zone Developer to build, develop, operate and maintain STZs. STZA has further mandate to license legal entities as Co-Zone Developer to act as partners of the Zone Developer of an STZ to build, develop, operate, and maintain the STZ with the Zone Developer.
- 1.3. In line with its licensing framework, STZA has notified the Special Technology Zones Authority (Qualification and Approval) Rules, 2021 (“**Rules**”), which outline the procedure for administration of STZs, their institutional framework, and the criteria and procedures for licensing of Zone Developers and Co-Zone Developers.
- 1.4. These Guidelines are for new Zone Applications & Zone Developer Applications aim to provide Applicants with the necessary information and documentation requirements for preparation and submission of applications for Zone Developer Licenses for new proposed Zones. These Guidelines shall be effective from the date of notification and shall replace any previous from the effective date. STZA may require additional documentation from Applicants on a case-to-case basis as may be deemed necessary.
- 1.5. The words and expressions used but not defined herein shall have the same meaning assigned to them in the Act and Rules.

2. GUIDELINES FOR APPLICATIONS

- 2.1. These Guidelines are for new Zone Applications and Zone Developer Licenses. Separate guidelines have been prepared for Zone Enterprises and are available on STZA’s website at www.stza.gov.pk.
- 2.2. A Zone Developer is a public, private or a public-private legal person responsible for development, operation or management of the whole, or a part of the whole STZ, and licensed by STZA as such, and includes a Co-Zone Developer.
- 2.3. In order to obtain a Zone Developer License, the Applicant is required to submit an Application to the Authority. For the purposes of the Application, the Applicant is required to be registered as a legal entity incorporated under the laws of Pakistan as a special purpose company (“**Applicant**”).



- 2.4. It shall be noted by Applicants, that these guidelines also apply to foreign legal entities who wish to apply for a license, however, prior to final submission of the application, such foreign legal entities will be required to incorporate special purpose company registered in Pakistan for consideration and evaluation by STZA.
- 2.5. Applications for grant of licenses to Zone Developers, for development, operation, and management of STZs in either of the following categories: (“**Application**”)
 - (a) Where an applicant owns the parcel of land equal to or greater than 5 acres or intends to build infrastructure equal to or greater than 250,000 sq ft on a land parcel: or
 - (b) Where an applicant owns the partial built-up structure or a complete built-up structure equal to or greater than 250,000 sq. ft.
- 2.6. For categories referred to in clause 2.5, Applicants will be required to file Zone Applications for notification of land parcels or built-up infrastructures as STZs along with Zone Developer Applications for development, operations and management of such notified Zones. Applicants must acknowledge that a Zone Developer Application referred to in clause 2.5, shall always be accompanied by a Zone Application.

3. DOCUMENTS REQUIRED FOR ZONE APPLICATION & ZONE DEVELOPER APPLICATIONS

- 3.1. The list of documents required to be submitted for Zone Application and Zone Developer License are provided in **Schedule A** of these Guidelines. The list of documents provided therein represents the minimum requirements to process. STZA may request the Applicant to provide further information as it deems necessary for evaluation of an Application.
- 3.2. Applicants are encouraged to submit as much documentation as possible in support of their Application. The checklist provided in Schedule A is required to be completed by the Applicant and a signed copy is required to be attached with the Application. In the event that a particular document is not applicable or available for an Applicant, including for public sector entities, the Applicant may provide alternate/equivalent documents, or the inapplicability/ unavailability needs to be specified in the checklist, along with reasoning/justification and/or estimate timeline of submission, as may be applicable, provided that the Authority shall decide the applicability of such documents.

4. SUBMISSION OF APPLICATIONS

- 4.1. Applications shall be submitted on STZA’s website at www.stza.gov.pk, along with all supporting documentation. Unless otherwise notified, three (3) physical copies of the identical online Application along with all supporting documentation must be submitted to STZA within five (5) days of submission of the online Application (including any additional information as may be required from time to time); failure to submit physical copies of the Application may result in the Application being discarded, at the discretion of STZA. The Applicant shall receive an acknowledgement of Application from STZA upon receipt of the electronic and physical copies of the Application.
- 4.2. In event of a conflict or contradiction in the contents of the electronic and manual submissions, the contents of the electronic submission shall be considered authoritative and shall take precedence over any manual submission.
- 4.3. Applications in physical form should be sent to the following address, unless otherwise specified on STZA’s website:



**One Window Department
Special Technology Zones Authority
16th Floor, New State Life Tower
Blue Area, Islamabad**

- 4.4. An Applicant may withdraw an Application at any time by providing a written Application to STZA, specifying the reasons and justification for withdrawal of the Application. In case an Applicant withdraws its Application, the Applicant shall not seek refund of paid Application fee. STZA shall not be liable in any manner whatsoever in respect of the decision of the Applicant for withdrawal of the Application, and the sole responsibility and any liabilities in respect thereof shall solely rest with the Applicant. A new Application for a license with the same or similar purpose by the same Applicant may only be filed after a lapse of six (6) months from the date of confirmation of withdrawal of the Application.

5. GENERAL TERMS & CONDITIONS AND INSTRUCTIONS

- 5.1. Applicants shall acknowledge that incentives provided under a Zone Developer license shall only be limited to the activities being carried out within the Zone.
- 5.2. The Applicant must read the Special Technology Zones Authority Act, 2021, the STZA (Qualification and Approval) Rules, 2021, and other associated documents as provided on the website, prior to submitting an Application.
- 5.3. The Applicant shall be responsible for submitting a complete Application in all respects, in line with the instructions contained herein and on the website.
- 5.4. The Applicant is responsible for the correctness of the information submitted. If any information is found to be incorrect and/or false, STZA shall have the right to cancel the license and/or take any other action having regard to the circumstances of the case.
- 5.5. The Applicant shall abide by all conditions (including any by-laws, notifications, regulations, and rules) as may be issued by STZA or other stakeholders, from time to time. In addition, the Applicant agrees to be bound by all terms and conditions as may be available on the Application website from time to time, and any regulations issued by STZA, including any amendments made to them from time to time. The Applicant shall also be responsible for compliance with all applicable laws.
- 5.6. The Applicant agrees to abide by the decision of STZA in accepting or rejecting the Application and/or any conditions as may be imposed for issuance of licenses.
- 5.7. The Applicant agrees that this document is merely advisory in nature and prescribes a minimum acceptable criterion. The Applicant shall feel free submit additional documents as it deems necessary to further strengthen the Application.
- 5.8. The Applicant acknowledges and agrees that STZA may amend these guidelines from time to time, and any updated versions/revisions shall be available on STZA's website.



SCHEDULE A

DOCUMENTS REQUIRED AND INSTRUCTIONS FOR NEW ZONE & ZONE DEVELOPER APPLICATIONS

| PART I | PART II | PART III | PART IV | PART V | PART VI |
|---------------------|--------------|------------|-------------------------------|-------------|--------------------|
| Zone & ZD Checklist | Cover Letter | Term Sheet | Table of Strategic Objectives | Undertaking | Payment Guidelines |

PART I

NEW ZONE APPLICATION & ZONE DEVELOPER APPLICATION CHECKLIST

Part I applies to new Zones Applications (either land parcel or existing infrastructure) and respective Zone Developer Applications (either land parcel or existing infrastructure). Where Applicant applies for a new Zone notification and Zone Developer License, the Applicant is required to file two separate Applications, one for notification of new Zone, and other for Zone Developer Application for such proposed Zone.

It shall be noted that a new Zone Application is required to be accompanied with a Zone Developer Application, failure to do so may result in declaration of Application as inadmissible and may be deferred until a Zone Developer Application is filed, at sole discretion of the Authority.

In order to avoid duplication, where an Application is filed for a new Zone and Zone Developer License, the Applicants may avoid submitting duplicate documents as may be required under this Schedule.

| # | DOCUMENTS REQUIRED FOR NEW ZONE NOTIFICATION & ZONE DEVELOPER APPLICATION | APPLICANT TO CHECK BOX AND PROVIDE RATIONAL IF NOT APPLICABLE |
|----------------------------------|---|---|
| 1. | Application Cover Letter <i>Format provided in Part II</i> | |
| 2. | Application Checklist <i>This checklist/check box to be filled and signed by Applicants and provide rational if any document is not applicable and provide alternate applicable documents</i> | |
| <u>FINANCIAL PROPOSAL</u> | | |
| 3. | Financial Proposal including the following: <ul style="list-style-type: none"> (i) Total proposed investment for execution of the proposed Zone (ii) Type & source of investment (debt, equity, both or government funding, or such other funding) (iii) Breakdown of total proposed investment yearly or phase-wise, including the following: <ul style="list-style-type: none"> (a) minimum capital requirements for the proposed Zone along with Capex Plan/Opex Plan; | |



| # | DOCUMENTS REQUIRED FOR NEW ZONE NOTIFICATION & ZONE DEVELOPER APPLICATION | APPLICANT TO CHECK BOX AND PROVIDE RATIONAL IF NOT APPLICABLE |
|----|--|---|
| | <ul style="list-style-type: none"> (b) financial strength of the Applicant; (c) funding plan, and source of funds; (d) total project costs, including costs of land acquisition, project construction, and operation and maintenance; (e) projected financial statements (income statement, balance sheet, cash flow statement) for at least 5 years; (f) Audited financial statements of the Applicant /sponsors for the last 3 years, as applicable or equivalent documentation; (g) Financial strategy including details regarding earnings before interest, taxes, depreciation, and amortization, return on capital employed, debt to equity ratio, current ratio, as applicable; and (h) Financial model supporting the financial proposal. | |
| | <p><u>TECHNICAL PROPOSAL</u></p> | |
| 4. | <p>(i) Partnership Document with potential Co-Zone Developers</p> <p>Applicant to submit a partnership agreement or other relevant legal documentation with Co-Zone Developer Applicants of the proposed Zone, if applicable.</p> <p>(ii) Feasibility study</p> <p>The Feasibility study should include the following information, as applicable: the suitability of the location, approved/proposed layout plan of the proposed Zone as applicable, infrastructure development plan, high level project development, operation and management plan, adequacy of planned infrastructure and technological infrastructure, along with the financial feasibility of the project.</p> <p>(iii) Environmental Impact Assessment as approved by the relevant regulatory authority.</p> <p>Note: At the time of submission of the Application to the Authority, the Applicant should attach proof of submission of Application to the relevant authority for issuance of NOC in respect of EIA, if EIA is not complete at the time submission of Application.</p> <p>(iv) Zone Development Plan of the proposed Zone</p> <p>The Zone Development Plan may include the following information, as applicable: defined geographic or virtual boundaries, basic infrastructure development requirements, land requirements if any, geotechnical study and topographical survey of the proposed land, development plan, O&M plan, land utilization plan in compliance with the building by-laws, FAR, provision of parking, mode of development of the proposed Zone (BOO, BOT, BOOT etc.), marketing plan, financing plan and management plan, estimated cost of development of the proposed Zone, construction</p> | |



| # | DOCUMENTS REQUIRED FOR NEW ZONE NOTIFICATION & ZONE DEVELOPER APPLICATION | APPLICANT TO CHECK BOX AND PROVIDE RATIONAL IF NOT APPLICABLE |
|---|---|---|
| | <p>plans, Gantt Charts/timelines and schedules, preliminary architectural drawings/renders of the proposed Zone, prescribed criteria for the admission of Zone Enterprises including rental/lease models for Zone Enterprises along with rates and other charges, and any commitment of potential Zone Enterprises at the time of Application for the proposed Zone.</p> <p>For built-up property, in addition to the above applicable documentation, the Applicant shall be required to provide the operation and maintenance plan for the proposed area in the Zone, and remaining documentation relating to engineering, procurement and construction shall not be applicable.</p> <p>(v) Schematic Master Plan for the proposed Zone with emphasis on availability of utilities, ease of access, infrastructure, sustainability, eco-friendliness and support services.</p> <p>(vi) Experience of the Applicant. Please provide details and experience profiles of the Applicant, its ownership and proposed management team, and its construction contractors or operators in technology & infrastructure projects. Kindly provide two (2) successful completion and/or operation certificates for technology and infrastructure projects of similar nature, if applicable.</p> <p>The Applicant must be able to propose a highly qualified and experienced management team. The minimum academic qualification, required certifications (if applicable) and minimum experience (# of years) shall include but not be limited to a project manager, finance lead, marketing/development lead and facilities management expert, with minimum experience of 10 years, and an environmental expert with minimum experience of 5 years. The Applicants are required to propose/nominate an individual for each position. Detailed CVs and experience certificates for each position shall be provided.</p> <p>(vii) Details of the Proposed Zone. The form of term sheet is required to be completed by an Applicant as part of the Technical Proposal of the Application, providing indicative terms for allocation of space to potential Zone Enterprises in the proposed Zone, as may be applicable. The Applicant is encouraged to provide as much information as is applicable at the time of submitting this Application; if any information is not available, Applicant to specify the same in the prescribed format. <i>Refer to Term Sheet provided at Part III.</i></p> <p>(viii) In view of the business requirements Applicants are required to provide an indicative list of capital goods with applicable HS codes which the Applicant intends to import in 10 years under clause 20(1)(c) of STZA Act 2021.</p> | |



| # | DOCUMENTS REQUIRED FOR NEW ZONE NOTIFICATION & ZONE DEVELOPER APPLICATION | APPLICANT TO CHECK BOX AND PROVIDE RATIONAL IF NOT APPLICABLE |
|----|---|---|
| | <u>TECHNOLOGY ECOSYSTEM PROPOSAL/ECONOMIC IMPACT</u> | |
| 5. | <p>(i) Strategic Objectives. To provide commitments and rationalized figures in the Strategic Objectives Table. <i>Prescribed format at Part IV</i></p> <p>(ii) Technology Collaborations. The Applicant is required to submit copies of MoUs, LoIs or any other relevant documents for demonstrating existing or potential collaborations with local and foreign technology partners from the government, industry and academia, as applicable, in relation to the proposed Zone.</p> <p>(iii) Plan to Attract R&D. The Applicant is required to submit its proposal for attracting potential Zone Enterprises for R&D activities, as applicable, in relation to the Proposed Zone.</p> <p>(iv) Plan for Human Capital Development. The Applicant is required to submit its proposal for promoting Human Capital Development for the Applicant and potential Zone Enterprises, as applicable, in relation to the Proposed Zone.</p> | |
| | <u>LEGAL DOCUMENTATION</u> | |
| 6. | <p>Following documents shall be filed with Application, as applicable:</p> <p>(i) Constitutional/incorporation documents of the Applicant (e.g. SECP Certified True Copy of the Memorandum and Articles of Association, or Certified True Copies of the Firm/Company Registration Certificate, latest Form A as applicable);</p> <p>(ii) Shareholding pattern/ ownership structure;</p> <p>(iii) NTN Certificate and proof of being active on active taxpayers list;</p> <p>(iv) Non-encumbrance certificate from the relevant authority, or in case NEC is not available, a certificate of no-objection from the relevant authority that there is no encumbrance or dispute in respect of the land/building;</p> <p>(v) List of any financings and/or loan obtained in relation to the land;</p> <p>(vi) Board resolution/ corporate approvals/ authority letter in respect of the proposed Zone and Zone Developer License.</p> <p>(vii) List and copy of consents from regulators/NOCs as applicable on the proposed Zone including approvals from relevant development authority, PEC registration certificates, utilities companies, etc.</p> <p>(viii) All title/ ownership documents in respect of the land relating to the proposed Zone.</p> <p>Cases where the above is not applicable, the Applicant shall submit its parent statute, rules and regulations along with other relevant authorizations or instruments which enable the Applicant to perform functions and execute projects as required by the Authority.</p> | |



| # | DOCUMENTS REQUIRED FOR NEW ZONE NOTIFICATION & ZONE DEVELOPER APPLICATION | APPLICANT TO CHECK BOX AND PROVIDE RATIONAL IF NOT APPLICABLE |
|-----|--|---|
| 7. | Undertaking on PKR 100/- stamp paper <i>As per format at Part V</i> | |
| 8. | Letter for Authorized Representative containing contact details and authority from the Applicant | |
| 9. | Proof of Payment for Application Fee <i>Reference to Part VI</i> | |
| 10. | Any other additional documents to be listed here | |



PART II

APPLICATION COVER LETTER

[To be Printed on Company Letterhead]

To:

[Insert Date]

One Window Facility
Special Technology Zones Authority
16th Floor, New State Life Tower
Jinnah Avenue, Blue Area
Islamabad

Subject: APPLICATION FOR ZONE NOTIFICATION & GRANT OF ZONE DEVELOPER LICENSE

Dear Sir / Madam,

I [name of authorized representative], write on behalf of [name of Applicant] (“**Applicant**”) in relation to the subject matter, [insert type of Application]. I hereby submit this Application to the Special Technology Zones Authority (“**STZA**”) for **Notification of a New Zone** for the proposed zone on [{land measuring (insert in acres)}] in {insert city}], or {Building measuring (insert in sq. ft.)} located at {insert address} in {insert city}], along with a **Zone Developer Application** for the proposed zone in accordance with Rule 5 read with all other enabling provisions of the STZA (Qualification and Approval) Rules, 2021.

Pursuant to STZA (Qualification and Approval) Rules, 2021, the proposed zone fulfils the prescribed criteria in the following manner:

[Note: The Applicant is encouraged to include one or more paragraphs in the Application Cover Letter covering aspects, such as but not limited to the value proposition of the Application in light of the strategic objectives under the Act, and whether the proposed Zone shall (a) support technology sector with internationally competitive and export-oriented structures and ecosystem; (b) promote ease of doing business for local information technology sectors; encourage Foreign Direct Investment, and domestic investment in the technology sectors; (c) promote import substitution and/or export-led growth; (e) develop technology ecosystem; (f) create employment opportunities in the technology sectors and various IT and technology domains; (g) develop IT and technology related skills; (h) enable and facilitate technology transfer and / or acquisition / or relocation of new technologies; and (i) foster and strengthen the triple helix model (interactions and collaboration between government, industry and academia to foster economic and social development).. The Applicant is requested to clearly elucidate and quantify its commitments, wherever applicable.]

In light of the above, you are requested to issue an acknowledgement for receipt of our Application and process our Application accordingly. I remain available to provide any further information as may be required.

Sincerely,

[Name of Authorized Representative]

Date: [insert]



PART III

FORM OF TERM SHEET UNDER THE TECHNICAL PROPOSAL

The following term sheet is required to be completed by an Applicant as part of the Technical Proposal, providing indicative terms for allocation of space to potential Zone Enterprises in the Zone, as may be applicable. In the event that the Zone Developer intends to sell or create other interests in the land in the Zone for Zone Enterprises, the Zone Developer shall also provide the sale and land allocation model with financial terms in addition to the term sheet provided below.

| S.NO. | TERM | DETAILS |
|-------|---|---------|
| (1) | Name of Applicant | |
| (2) | Address of the Zone (Notified or Proposed) | |
| (3) | Contact Information | |
| (4) | Total Area of the Zone | |
| (5) | Total Area available for Zone Enterprises in the Zone as marked on the Floor Plan | |
| (6) | Total Area excluded from the Zone as marked on the Floor Plan | |
| (7) | Agreement Term | |
| (8) | Security Deposit | |
| (9) | Monthly Rent | |
| (10) | Charges for Utilities included in the Rent | |
| (11) | Common Area Maintenance Charges | |
| (12) | Utilities and Common Area Facilities | |
| (13) | Additional Charges | |
| (14) | Annual Increase in Charges | |
| (15) | Grace Period | |
| (16) | Parking Facilities | |
| (17) | Business Hours | |
| (18) | Assignment/Subletting | |
| (19) | Alterations | |

PART IV

TABLE OF STRATEGIC OBJECTIVES

A Zone Developer is required to create a plan that attracts industry, academia, and government, in the triple helix model, to create a technology eco-system within the Zone. Accordingly, through the Applicant's plans for the Zone, the Applicant is requested to provide the following information in the



form provided below to demonstrate how the Applicant aims to fulfil the core strategic objectives of STZA.

| STRATEGIC OBJECTIVES | | | |
|-----------------------------|--------------------|--|--|
| Sr. No. | Type | Target Figures | Justification/Rationalization of Target Figures (Applicants to Provide Proof) |
| 1. | Investment – FDI | <p>[insert] In USD; For Year-1,2,3,4,5 (separate figures)</p> <p>The Figure should reflect how much USD value of FDI the entity will attract in the subsequent years and through what models.</p> | Proof to be provided in Financial Proposal |
| 2. | Investment – Local | <p>[insert] In PKR; For Year-1,2,3,4,5 (separate figures)</p> <p>The Figure should reflect how much PKR value of local investments the entity will attract in the subsequent years and through what models.</p> | Proof to be provided in Financial Proposal |
| 3. | Job Creation | <p>[insert] In Number of Total Job Creation; For Year-1,2,3,4,5</p> <p>Please bifurcate by category as applicable, i.e., Management, Engineers, Technicians, Support Staff, Labor, etc.</p> <p>The Figure should reflect how many jobs does the Applicant intend to create once licensed by STZA in first 5 years of operations.</p> | Applicant to provide rational behind quoted target figures |

Applicants shall note that the information and figures provided in the above table as part of the Technology Ecosystem Proposal/Economic Impact constitute commitments to Authority towards achievement of strategic objectives and the Licensees will be evaluated and monitored as required under Rules and applicable regulations against the quoted figures.



PART V
UNDERTAKING FOR
ZONE NOTIFICATION AND ZONE DEVELOPER APPLICATION

The following undertaking shall be provided by the Applicant in support of its Application. The undertaking shall be provided by a shareholder/chief executive office/director/managing partner/authorized representative of the Applicant and shall be provided on a Stamp Paper worth 100 PKR.

“I, [INSERT NAME], son/daughter of [INSERT NAME], resident of [INSERT], holding CNIC No. [INSERT], am a shareholder/chief executive office/director/managing partner/authorized representative of [insert name of Applicant] (“**Applicant**”). In relation to our Application to the Special Technology Zones Authority (“**STZA**”), I hereby undertake, acknowledge, and agree to the following, for and on behalf of the Applicant:

1. The Applicant has read and understood the STZA Act, 2021, STZA (Qualification and Approval) Rules, 2021 and other Applicable Documents.
2. The Application is complete in all respects, all required and applicable documents are included, reasoning has been provided if any document is missing, and the instructions contained on the website, and applicable documents have been followed in the preparation of this Application.
3. If any information is found to be incorrect and/or false, STZA shall have the right to cancel the Application, license and/or take any other action having regard to the circumstances of the case, as may be applicable.
4. The Applicant shall abide by all conditions (including any by-laws, notifications, regulations, and rules) as may be issued by STZA, from time to time. In addition, the Applicant agrees to be bound by all terms and conditions available on the Application webpage, and any rules, regulations, circulars or orders issued by STZA, including any amendments made to them from time to time. The Applicant shall also be responsible for compliance with all Applicable Laws and shall be held liable in case of non-compliance and breach.
5. The Applicant agrees to abide by the decision of STZA with respect to the approval or rejection of the Application, including any terms and conditions imposed thereof.
6. The Applicant hereby confirms that the immovable and movable properties, monies, bank accounts or any other properties in relation to this Application are free of encumbrances and at disposal of the Applicant for utilization under this Application.
7. The Applicant is not blacklisted by any government entities, including autonomous authorities, ministries, divisions, agencies, and departments.
8. The information given to STZA as part of the Application and any communication for all ancillary and incidental matters related thereto shall be held confidential and shall be stored by STZA for such period as may be required under Applicable Documents. The Applicant shall keep confidential all information and communication with STZA in relation to the Application and all ancillary and incidental matters related thereto and shall not disclose any information without the prior written approval of STZA.
9. The above stated statements and attached documents are true and correct to the best of the Applicant’s knowledge and belief, and nothing has been concealed therein. That STZA reserves the right to conduct an inquiry to confirm the veracity of the documentation submitted and also reserves the right to reject the Application in case of violation of this undertaking. If any information or statement in this undertaking is found to be incorrect, false or frivolous then STZA shall reserve the right to reject such Application and blacklist the Applicant for such time period as may be determined by the STZA.

[Insert Signature, Name, Designation, CNIC and Date]



PART VI

PAYMENT GUIDELINES

An Applicant for a Zone Notification and Zone Developer License is required to pay the prescribed application fee to STZA before submission of the Application and attach the proof of payment in respect thereof with the application. An Application will not be processed without receipt of the application fee by STZA. Please note that the Application Fee is non-refundable.

The Application Fee for a Zone Developer is PKR 2,000,000/-.

Other applicable fees and charges in relation to a Zone Developer License may include land lease schedule of charges, initial license fee, annual license fee, development fee, management fee, and renewal fee, which will be notified by STZA in due course and updated on the website. STZA reserves the right to revise the applicable fees and charges at any time, subject to prior notification on STZA's website.

The schedules of fees provided herein shall be effective from the date of notification of these Guidelines and shall remain valid till June 2024, subject to an annual increase of ten (10) percent effective from the 1st day of July every year, unless otherwise revised and/or notified by the Authority from time to time.

Payment Method:

Applicants shall deposit their prescribed Application fee in the following bank account of **Habib Bank Limited**, in the shape of pay order, Interbank Fund Transfer (IBFT) or international remittance, and attach the proof of payment along with the Application. Please note that in case of a pay order, please deposit in any **Habib Bank Limited** branch.

Bank Account details:

Title of Bank Account: NATIONAL SPECIAL TECH ZONES AUTH FD
IBAN: PK61HABB0024467902070501
Branch Address: HBL 13-C, SHALIMAR PLAZA, COLLEGE ROAD, F-7
MARKAZ, ISLAMABAD
SWIFT: HABBPKKA

NOTE:

In case of any query regarding deposit of the Application Fee, please contact Applications@stza.gov.pk.
