

BANGLADESH BANK

GUIDELINES FOR FOREIGN EXCHANGE TRANSACTIONS

Volume - 1

SUMMARIZING

Instructions as of 31st December, 1996 issued to
Authorised Dealers in Foreign Exchange

To be read in conjunction with other instructions, subsequent
amendments and modifications issued from time to time.

Preface

This publication, titled 'Guidelines for Foreign Exchange Transactions', is the successor to the last (1986) edition of the Exchange Control Manual. This is a compilation of the instructions to be followed by the Authorised Dealers and their constituents in transactions relating to foreign exchange. These guidelines come in two volumes. The first volume includes the instructions and the prescribed forms/declarations relating to individual transactions. The second volume dwells on the procedure of reporting of foreign exchange transactions by Authorised Dealers to Bangladesh Bank, and includes the proformas for monthly returns, statements, schedules for such reporting. Both volumes of this first edition of the Guidelines include instructions as on the 31st December, 1996, and should be read with FE Circulars/Circular Letters issued subsequently.

Foreign Exchange Policy Department
Bangladesh Bank
Head Office, Dhaka.

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APPENDIX 1

**Foreign Exchange Regulation Act, 1947
(VII of 1947)**

FOREIGN EXCHANGE REGULATION ACT, 1947
ACT NO. VII OF 1947
11TH MARCH, 1947

(As modified upto 30th June, 1996)

An Act to regulate certain payments, dealings in foreign exchange and securities and the import and export of currency and bullion.

WHEREAS it is expedient in the economic and financial interests of Bangladesh to provide for the regulation of certain payments, dealings in foreign exchange and securities and the import and export of currency and bullion;

It is hereby enacted as follows :

1. (1) This Act may be called the Foreign Exchange Regulation Act, 1947. Shot title, extent and commencement.

(2) It extends to the whole of Bangladesh and applies to all citizens of Bangladesh and persons in the service of the Republic wherever they may be.

(3) It shall come into force on such date as the Government may, by notification in the official Gazette, appoint in this behalf.

2. In this Act, unless there is anything repugnant in the subject or context,— Interpretation.

- (a) "authorised dealer" means a person for the time being authorised under section 3 to deal in foreign exchange;
- (b) "currency" includes all coins, currency notes, bank notes, postal notes, money orders, cheques, drafts, traveller's cheques, letters of credit, bills of exchange and promissory notes;
- (c) "foreign currency" means any currency other than Bangladesh currency;
- (d) "foreign exchange" means foreign currency and includes any instrument drawn, accepted, made or issued under clause (13) of Article 16 of the Bangladesh Bank Order, 1972, all deposits, credits and balances payable in any foreign currency and any draft, traveller's cheque, letter of credit and bill of exchange expressed or drawn in Bangladesh currency but payable in any foreign currency;
- (e) "foreign security" means any security issued elsewhere than in Bangladesh and any security the principal of or interest on which is payable in any foreign currency or elsewhere than in Bangladesh;

- (f) "gold" includes gold in the form of coin, whether legal tender or not, or in the form of bullion or ingot, whether refined or not;
- (g) "Bangladesh currency" means currency which is expressed or drawn in Bangladesh Taka;
- (h) "owner", in relation to any security, includes any person who has power to sell or transfer the security or who has the custody thereof or who receives, whether on his own behalf or on behalf of any other person, dividends or interest thereon and who has any interest therein and in a case where any security is held on any trust or dividends or interest thereon are paid into a trust fund, also includes any trustee or any person entitled to enforce the performance of the trust or to revoke or vary, with or without the consent of any other person, the trust or any terms thereof, or to control the investment of the trust moneys;
- (i) "prescribed" means prescribed by rules made under this Act;
- (j) "Bangladesh Bank" means the Bangladesh Bank established under clause (1) of Article 3 of Bangladesh Bank Order, 1972;
- (k) "security" means shares, stocks, bonds, debentures, debenture stock and Government securities, as defined in the securities Act, 1920, deposit receipts in respect of deposits of securities, and units or sub-units of unit trust, but does not include bills of exchange or promissory notes other than Government promissory notes;
- (l) "silver" means silver bullion or ingot, silver sheets and plates which have undergone no process of manufacture subsequent to rolling and uncurrent silver coin which is not legal tender in Bangladesh or elsewhere;
- (m) "transfer" includes, in relation to any security, transfer by way of loan or security.

Authorised
Dealers in
Foreign
Exchange.

3. (1) The Bangladesh Bank may, on application made to it in this behalf, authorise any person to deal in foreign exchange.

(2) An authorisation under this section

- (i) may authorise dealings in all foreign currencies or may be restricted to authorising dealings in specified foreign currencies only;
- (ii) may authorise transactions of all descriptions in foreign currencies or may be restricted to authorising specified transactions only;

- (iii) may be granted to be effective for a specified period, or within specified amounts, and may in all cases be revoked for reasons appearing to it sufficient by the Bangladesh Bank.

(3) An authorised dealer shall in all his dealings, in foreign exchange comply with such general or special directions or instructions as the Bangladesh Bank may from time to time think fit to give, and, except with the previous permission of the Bangladesh Bank an authorised dealer shall not engage in any transaction involving any foreign exchange which is not in conformity with the terms of his authorisation under this section.

(4) An authorised dealer shall, before undertaking any transaction in foreign exchange on behalf of any person, require that person to make such declarations and to give such information as will reasonably satisfy him that the transaction will not involve, and is not designed for the purpose of, any contravention or evasion of the provisions of this Act or of any rules, directions or orders made thereunder and where the said person refuses to comply with any such requirement or makes only unsatisfactory compliance therewith, the authorised dealer shall refuse to undertake the transaction and shall, if he has reason to believe that any such contravention or evasion as aforesaid is contemplated by the person, report the matter to the Bangladesh Bank.

4. (1) Except with the previous general or special permission of the Bangladesh Bank, no person other than an authorised dealer shall in Bangladesh and no person resident in Bangladesh other than an authorised dealer shall outside Bangladesh, buy or borrow from, or sell or lend to, or exchange with, any person not being an authorised dealer, any foreign exchange.

Restrictions on
dealing in Foreign
Exchange.

(2) Except with the previous general or special permission of the Bangladesh Bank, no person whether an authorised dealer or otherwise, shall enter into any transaction which provides for the conversion of Bangladesh currency into foreign currency or foreign currency into Bangladesh currency at rates of exchange other than the rates for the time being authorised by the Bangladesh Bank.

(3) Where any foreign exchange is acquired by any person other than an authorised dealer for any particular purpose, or where any person has been permitted conditionally to acquire foreign exchange, the said person shall not use the foreign exchange so acquired otherwise than for that purpose or, as the case may be, fail to comply with any condition to which the permission granted to him is subject, and where any foreign exchange so acquired cannot be so used or, as the case may be, the conditions cannot be complied with, the said person shall without delay sell the foreign exchange to an authorised dealer.

(4) Nothing in this section shall be deemed to prevent a person from buying from any post office, in accordance with any law or rules made thereunder for the time being in force, any foreign exchange in the form of postal orders or money orders.

Restrictions on payments.

5. (1) Save as may be provided in and in accordance with any general or special exemption from the provisions of this sub-section which may be granted conditionally or unconditionally by the Bangladesh Bank, no person in or resident in Bangladesh shall-

- (a) make any payment to or for the credit of any person resident outside Bangladesh;
- (b) draw, issue or negotiate any bill or exchange or promissory note or acknowledge any debt, so that a right (whether actual or contingent) to receive a payment is created or transferred in favour of any person resident outside Bangladesh;
- (c) make any payment to or for the credit of any person by order or on behalf of any person resident outside Bangladesh;
- (d) place any sum to the credit of any person resident outside Bangladesh;
- (e) make any payment to or for the credit of any person as consideration for or in association with—
 - (i) the receipt by any person of a payment or the acquisition by any person of property outside Bangladesh;
 - (ii) the creation or transfer in favour of any person of a right whether actual or contingent to receive a payment or acquire property outside Bangladesh;
- (f) draw, issue or negotiate any bill of exchange or promissory note transfer any security or acknowledge any debt, so that a right (whether actual or contingent) to receive a payment is created or transferred in favour of any person as consideration for or in association with any matter referred to in clause (e).

(2) Nothing in sub-section (1) shall render unlawful—

- (a) the making of any payment already authorised either with foreign exchange obtained from an authorised dealer under section 4 or with foreign exchange retained by a person in pursuance of an authorisation granted by the Bangladesh Bank;
- (b) the making of any payment with foreign exchange received by way of salary or payment for services not arising from business in, or anything done while in Bangladesh.

(3) Nothing in this section shall restrict the doing by any person of anything within the scope of any authorisation or exemption granted under this Act.

(4) For the purposes of this section "security" also includes coupons or warrants representing dividends or interest and life or endowment insurance policies.

6. (1) Where an exemption from the provisions of section 5 is granted by the Bangladesh Bank in respect of payment of any sum to any person resident outside Bangladesh and the exemption is made subject to the condition that the payment is made to a blocked account

Blocked
Accounts.

- (a) the payment shall be made to a blocked account in the name of that person in such manner as the Bangladesh Bank may by general or special order direct, and
- (b) the crediting of that sum to that account shall, to the extent of the sum credited, be a good discharge to the person making the payment.

(2) No sum standing to the credit of a blocked account shall be drawn on except in accordance with any general or special permission which may be granted conditionally or otherwise by the Bangladesh Bank.

(3) In this section "blocked account" means an account opened as a blocked account at any office or branch in Bangladesh of a bank authorised in this behalf by the Bangladesh Bank, or an account blocked, whether before or after the commencement of this Act, by order of the Bangladesh Bank.

7. (1) Where in the opinion of the Government it is necessary or expedient to regulate payments due to persons resident in any territory, the Government may, by notification in the official Gazette, direct that such payments or any class of such payments shall be made only into an account (hereinafter referred to as a special account) to be maintained for the purpose by the Bangladesh Bank or an authorised dealer specially authorised by the Bangladesh Bank in this behalf.

Special
Accounts.

(2) The credit of a sum to a special account shall, to the extent of the sum credited, be a good discharge to the person making the payment:

Provided that where the liability of the person making the payment is to make the payment in foreign currency, the extent of the discharge shall be ascertained by converting the amount paid into that currency at such rate of exchange as is for the time being fixed or authorised by the Bangladesh Bank.

(3) The sum standing to the credit of any special account shall from time to time be applied—

- (a) where any agreement is entered into between the Government and the Government of the territory to which the aforesaid notification relates for the regulation of payments between persons resident in Bangladesh and in that territory, in such manner as the Bangladesh Bank having regard to the provisions of such agreement, may direct, or
- (b) where no such agreement is entered into, for the purpose of paying wholly or partly, and in such order of preference and at such times as the Government may direct; debts due from the persons resident in the said territory to persons resident in Bangladesh or in such other territories as the Government may, by order, specify in this behalf.

Restrictions on import and export of certain currency and bullion.

8. (1) The Government may, by notification in the official Gazette, order that subject to such exemptions, if any, as may be contained in the notification, no person shall, except with the general or special permission of the Bangladesh Bank and on payment of the fee, if any, prescribed bring or send into Bangladesh any gold or silver or any currency notes or bank notes or coins whether Bangladesh or foreign.

Explanation: The bringing or sending into any part or place in the territories of Bangladesh of any such article as aforesaid, intended to be taken out of the territories of Bangladesh without being removed from the ship or conveyance in which it is being carried. Shall nonetheless be deemed to be bringing or as the case may be, sending, into the territories of Bangladesh of that article for the purposes of this section.

(2) No person shall, except with the general or special permission of the Bangladesh Bank or the written permission of a person authorised in this behalf by the Bangladesh Bank, take or send out of Bangladesh any gold, jewellery or precious stones, or Bangladesh currency notes, bank notes or coins or foreign exchange.

(3) The restrictions imposed by sub-sections (1 and 2) shall be deemed to have been imposed under section 16 of the Customs Act, 1969, without prejudice to the provisions of section 23 of this Act, and all the provisions of that Act shall have effect accordingly.

Acquisition by Government of Foreign Exchange.

9. The Government may, by notification in the official Gazette, order every person in, or resident in Bangladesh—

- (a) who owns such foreign exchange as may be specified in the notification, to offer it, or cause it to be offered for sale to the Bangladesh Bank on behalf of the Government or to such person, as the Bangladesh Bank may authorise for the purpose, at such price as the Government may fix, being a price which is in the opinion of the Government not less than the market rate of the foreign exchange when it is offered for sale;

- (b) who is entitled to assign any right to receive such foreign exchange as may be specified in the notification, to transfer that right to the Bangladesh Bank on behalf of the Government on payment of such consideration there for as the Government may fix:

Provided that the Government may by the said notification or another order exempt any person or class of persons from the operation of such order:

Provided further that nothing in this section shall apply to any foreign exchange acquired by a person from an authorised dealer and retained by him with the permission of the Bangladesh Bank for any purpose.

10. (1) No person who has a right to receive any foreign exchange or to receive from a person resident outside Bangladesh a payment in Taka shall, except with the general or special permission of the Bangladesh Bank, do or refrain from doing any act with intent to secure—

Duty of persons entitled to receive foreign exchange etc.

- (a) that the receipt by him of the whole or part of that foreign exchange or payment is delayed, or
- (b) that the foreign exchange or payment ceases in whole or in part to be receivable by him.

(2) Where a person has failed to comply with the requirement of sub-section (1) in relation to any foreign exchange or payment in Taka, the Bangladesh Bank may give to him such directions as appear to be expedient for the purpose of securing the receipt of the foreign exchange or payment as the case may be.

11. The Government may, by notification in the official Gazette, impose such conditions as it thinks necessary or expedient on the use or disposal of or dealings in gold and silver prior to, or at the time of, import into Bangladesh.

Power to regulate uses etc. of imported gold and silver.

12. (1) The Government may, by notification in the official Gazette, prohibit the export of any goods or class of goods specified in the notification from Bangladesh directly or indirectly to any place so specified unless a declaration supported by such evidence as may be prescribed or so specified is furnished by the exporter to the prescribed authority that the amount representing the full export value of the goods has been or will within the prescribed period be, paid in the prescribed manner.

Payment for exported goods.

(2) Where any export of goods has been made to which a notification under sub-section (1) applies, no person entitled to sell, or procure the sale of, said goods shall, except with the permission of the Bangladesh Bank, do or refrain from doing any act with intent to secure that—

- (a) the sale of the goods is delayed to an extent which is unreasonable having regard to the ordinary course of trade, or
- (b) payment for the goods is made otherwise than in the prescribed manner or does not represent the full amount payable by the foreign buyer in respect of the goods, subject to such deductions, if any, as may be allowed by the Bangladesh Bank, or is delayed to such extent as aforesaid:

Provided that no proceedings in respect of any contravention of this sub-section shall be instituted unless the prescribed period has expired and payment for the goods representing the full amount as aforesaid has not been made in the prescribed manner.

(3) Where in relation to any such goods the said period has expired and the goods have not been sold and payment therefor has not been made as aforesaid, the Bangladesh Bank may give to any person entitled to sell the goods or to procure the sale thereof, such directions as appear to it to be expedient for the purpose of securing the sale of the goods and payment therefor as aforesaid, and without prejudice to the generality of the foregoing provision, may direct that the goods shall be assigned to the Government or to a person specified in the directions.

(4) Where any goods are assigned in accordance with sub-section (3), the Government shall pay to the person assigning them such sum in consideration of the net sum recovered by or on behalf of the Government in respect of the goods as may be determined by the Government.

(5) Where in relation to any such goods the value as stated in the invoice is less than the amount which in the opinion of the Bangladesh Bank represents the full export value of those goods, the Bangladesh Bank may issue an order requiring the person holding the shipping documents to retain possession thereof until such time as the exporter of the goods has made arrangements for the Bangladesh Bank or a person authorised by the Bangladesh Bank to receive on behalf of the exporter payment in the prescribed manner of an amount which represents in the opinion of the Bangladesh Bank the full export value of the goods.

(6) For the purpose of ensuring compliance with the provisions of this section and any orders or directions made thereunder the Bangladesh Bank may require any person making any export of goods to which a notification under sub-section (1) applies to exhibit contracts with his foreign buyer or other evidence to show that the full amount payable by the said buyer in respect of the goods has been or will within the prescribed period be, paid in the prescribed manner.

13. (1) No person shall, except with the general or special permission of the Bangladesh Bank:-

- (a) take or send any security to any place outside Bangladesh;
- (b) transfer any security or create or transfer any interest in security to or in favour of a person resident outside Bangladesh;
- (c) transfer any security from a register in Bangladesh to a register outside Bangladesh or do any act which is calculated to secure, or forms part of a series of acts which together are calculated to secure, the substitution for any security which is either in, or registered in Bangladesh, of any security which is either outside or registered outside Bangladesh;
- (d) issue, whether in Bangladesh or elsewhere, any security which is registered or to be registered in Bangladesh, to a person resident outside Bangladesh.

(2) Where the holder of a security is a nominee, neither he nor any person through whose agency the exercise of all or any of the holder's rights in respect of the security is controlled shall, except with the general or special permission of the Bangladesh Bank, do any act whereby he, recognises or gives effect to the substitution of another person as the person from whom he directly receives instructions, unless both the person were, immediately before the substitution, resident in Bangladesh.

(3) The Bangladesh Bank may, for the purpose of securing that the provisions of this section are not evaded, require that the person transferring any security and the person to whom such security is transferred shall subscribe to a declaration that the transferee is not resident outside Bangladesh.

(4) Notwithstanding anything contained in any other law, no person shall, except with the permission of the Bangladesh Bank—

- (a) enter any transfer of securities in any register or book in which securities are registered or inscribed if he has any ground for suspecting that the transfer involves any contravention of the provisions of this section, or
- (b) enter in any such register or book, in respect of any security, whether in connection with the issue or transfer of the security or otherwise, an address outside Bangladesh except by way of substitution for any such address in the same country or for the purpose of any transaction for which permission has been granted under this section with knowledge that it involves entry of the said address.

Registration of
Export and
transfer of
Securities.

(5) For the purposes of this section—

- (a) "holder" in relation to a bearer security means the person having physical custody of the security; provided that, where a bearer security is deposited with any person in a locked or sealed receptacle from which the person with whom it is deposited is not entitled to remove it without the authority of some other person that other person shall be deemed to be the holder of the security;
- (b) "nominee" means a holder of any security (including bearer security) or any coupon representing dividend or interest who, as respects the exercise of any right in respect of the security or coupon, is not entitled to exercise those rights except in accordance with the instructions given by some other persons and a person holding a security or coupon as a nominee shall be deemed to act as nominee for the person who is entitled to give instructions either directly or through the agency of one or more persons, as to the exercise by the holder of the security or coupon of any right in respect thereof and is not, in so doing, himself under a duty to comply with instructions given by some other persons;
- (c) "security" also includes coupon or warrant representing dividend or interest, and life or endowment insurance policies;
- (d) "A person resident outside Bangladesh" includes a foreign national for the time being resident in Bangladesh.

Custody of securities.

14. (1) The Government may, by notification in the official Gazette, order every person by whom or on whose behalf a security or document of title to security specified in the order is held in Bangladesh to cause the said security or document of title to be kept in the custody of an authorised depository named in the order;

Provided that Bangladesh Bank may by order in writing permit any such security to be withdrawn from the custody of the authorised depository subject to such conditions as may be specified in the order.

(2) No authorised depository may part with any security covered by an order under sub-section (1) without the general or special permission of the Bangladesh Bank except to, or the order of, another authorised depository.

(3) Except with the general or special permission of the Bangladesh Bank, no authorised depository shall—

- (a) accept or part with any security covered by an order under sub-section (1) whereby the security is transferred into the name of a person resident outside Bangladesh, or

(b) do any act whereby he recognises or gives effect to the substitution of another person as the person from whom he directly receives instructions relating to such security unless the person previously so instructing him and the person substituted for that person were immediately before the substitution resident in Bangladesh.

(4) Except with the general or special permission of the Bangladesh Bank, no person shall buy, sell or transfer any security or document of title to a security, covered by an order under sub-section (1) unless such security or document of title, has been deposited in accordance with the order.

(5) Except with the general or special permission of the Bangladesh Bank, no capital money interest or dividend in respect of any security covered by an order under sub-section (1) shall be paid in Bangladesh except to or to the order of the authorised depository having the custody of the security.

(6) For the purposes of this section—

(a) "authorised depository" means a person notified by the government to be entitled to accept the custody of securities and document of title to securities and

(b) "security" shall include coupon.

15. The Government may, by notification in the official Gazette, order that except with the general or special permission of the Bangladesh Bank no person shall in Bangladesh issue any bearer security or coupon or so alter any document that it becomes bearer security or coupon.

Restrictions on issue of bearer securities.

16. (1) Subject to any exemptions that may be contained in the notification, the Government may if it is of opinion that it is expedient so to do for the purpose of strengthening its foreign exchange position by notification in the official Gazette:—

Acquisition by Government of foreign securities.

(a) order the transfer to itself of any foreign securities specified in the notification at a price so specified, being a price which is, in the opinion of the Government not less than the market value of the securities on the date of the notification, or

(b) direct the owner of any foreign securities specified, in the notification to sell or procure the sale of the securities and thereafter to offer or cause to be offered the net foreign exchange proceeds of the sale to the Bangladesh Bank on behalf of the Government or to such person as the Bangladesh Bank may authorise for the purpose, at such price as the Government may fix, being a price which is in the opinion of the Government not less than the market rate of the foreign exchange when it is offered for sale.

- (2) On the issue of a notification under clause (a) of sub-section (1),—
- (a) the securities to which the notification relates shall forthwith vest in the Government free from any mortgage, pledge or charge, and the Government may deal with them in such manner as it thinks fit,
 - (b) the owner of any of the securities to which the notification relates and any person who is responsible for keeping any register or book in which any of these securities are registered or inscribed or who is otherwise concerned with the registration or inscription of any of those securities. shall do all such things as are necessary or as the Government or the Bangladesh Bank may order to be done, for the purpose of securing that—
 - (i) the securities and any documents of title relating thereto are delivered to the Government and in the case of registered or inscribed securities, that the securities are registered or inscribed in the name of the Government or of such nominee of the Government as it may specify, and
 - (ii) any dividend or interest on those securities becoming payable on or after the date of the issue of the notification are paid to the Government or its nominee as aforesaid and where in the case of any security payable to bearer which is delivered in pursuance of the said notification, any coupon representing any such dividend or interest are not delivered with the security, such reduction in the price payable therefor shall be made as the Government thinks fit:

Provided that where the price specified in the notification in relation to any security is ex-dividend or ex-interest, this sub-clause shall not apply to that dividend or interest or to any coupon representing it.

(3) A certificate signed by any person authorised in this behalf by the Government that any specified securities are securities transferred to the Government under this section shall be treated by all persons concerned as conclusive evidence that the securities have been so transferred.

Restriction on
settlement.

17. (1) No person resident in Bangladesh shall, except with the general or special permission of the Bangladesh Bank, settle any property, otherwise than by will upon any trust under which a person who at the time of the settlement is resident outside Bangladesh elsewhere than in territories notified in this behalf by the Bangladesh Bank, will have an interest in the property or exercise, other than by will, any power for payment in favour of a person who at the time of

the exercise of the power is resident outside Bangladesh elsewhere than in such notified territories.

(2) A settlement or power as aforesaid shall not be invalid except in so far as it confers any right or benefit on any person who at the time of the settlement or the exercise of the power is resident outside Bangladesh, elsewhere than in territories notified by the Bangladesh Bank.

18. (1) Except with the general or special permission of the Bangladesh Bank, no person resident in Bangladesh shall do any act whereby a company, which is controlled by person resident in Bangladesh ceases to be so controlled.

Certain provisions as to companies.

(2) Except with the general or special permission of the Bangladesh Bank, no person resident in Bangladesh shall lend any money or security to any company, not being a banking company which is by any means controlled, whether directly or indirectly by persons resident outside Bangladesh elsewhere than in the territories notified in this behalf by the Bangladesh Bank.

In this sub-section "company" includes a firm, branch or office of a company or firm.

18. A (1) Notwithstanding anything contained in any other law for the time being in force, no person shall, except with the general or special permission of the Bangladesh Bank, act or accept an appointment to act as an agent in the trading or commercial transactions, of as a technical or management adviser or any other employee, in Bangladesh (whether or not a citizen of Bangladesh) of a person resident in Bangladesh (but not a citizen of Bangladesh) or of a company (other than a banking company) not incorporated under any law in force in Bangladesh.

Restriction on Agents.

(2) A person acting or holding an appointment to act as an agent or as an adviser or any other employee in Bangladesh of a person or company referred to in sub-section (1) immediately before the commencement of the Foreign Exchange Regulation (Amendment) Ordinance, 1976 (Ord. No. LXXVI of 1976) may continue to so act for a period not exceeding six months from such commencement unless the Bangladesh Bank has, upon an application made in this behalf in such form and containing such particulars as the Bangladesh Bank may direct, granted him permission to continue to so act thereafter.

Explanation: For the purpose of this section, the term "person" shall include a firm, or a business organisation or concern whether incorporated or not.

Restriction on
Foreign.
Companies

18.B (1) Notwithstanding anything contained in any other law for the time being in force, no person resident outside Bangladesh (whether or not a citizen of Bangladesh) nor a person who is not a citizen of, but resident in, Bangladesh nor a company (other than a banking company) not incorporated under any law in force in Bangladesh shall, except with general or special permission of the Bangladesh Bank, continue or establish in Bangladesh a branch, office or any other place of business for carrying on any activity of a trading, commercial or industrial nature.

(2) Any such person or company carrying on any activity of the nature referred to in sub-section (1) immediately before the commencement of the Foreign Exchange Regulation (Amendment) Ordinance, 1976 (Ord. No. LXXVI of 1976), may except in the case of a person or company carrying on any activity of the nature referred to in sub-section (1) or having a branch, office or other place of business for carrying on such activity in pursuance of any permission or licence granted by the Government, continue to so carry on such activity for a period not exceeding six months from such commencement unless the Bangladesh Bank has, upon an application made in this behalf, granted him permission to continue to so carry on such activity thereafter.

(3) Where no application under sub-section (2) has been made by any such person or company the Bangladesh Bank, may, by order, direct such person or company to discontinue such activity or to close down such branch, office or place of business, as the case may be, on the expiry of such period as may be specified in the direction.

Power to call for
information.

19. (1) The Government or the Bangladesh Bank may, at any time by notification in the official Gazette direct owners subject to such exceptions, if any, as may be specified in the notification, of such foreign exchange or foreign securities as may be so specified, to make a return thereof to the Bangladesh Bank within such period and giving such particulars, as may be so specified.

(2) The Government may by order in writing require any person to furnish it or any person specified in the order with any information, book or other document in his possession, being information, book or document which the Government considers it necessary or expedient to obtain and examine for the purposes of this Act and may, at any time, by notification in the official Gazette, direct that the power to make such order shall for such period as may be specified in the direction, be exercised by the Bangladesh Bank.

(3) On a representation in writing made by a person authorised in this behalf by the Government or the Bangladesh Bank and supported by a statement on oath of such person that he has reason to believe that a contravention of any of the provisions of this Act has been or is being or is about to be committed in any place or that evidence of the contravention is to be found in such place, a district magistrate, a Upa-Zilla magistrate or a magistrate of the first class, may by warrant, authorise any police officer not below the rank of sub-inspector—

- (a) to enter and search any place in the manner specified in the warrant, and
- (b) seize any books or other documents found in or on such place.

Explanation: In this sub-section, "place" includes a house, building, tent, vehicle, vessel or aircraft.

(3A) A police officer authorised under sub-section (3) may search any person who is found in or whom he has reasonable ground to believe to have recently left or to be about to enter such place and to seize any article found in the possession of or upon such person and believed by the police officer so authorised to be evidence of the commission of any offence under this Act.'

(3B) A police officer authorised under sub-section (3) shall conduct any search under that sub-section or under sub-section (3A) in accordance with the provisions relating to search in the Code of Criminal Procedure, 1898 (V of 1898)

V of 1898.

(4) The provisions of sub-section (1), (2) and (3) of section 54 of the Income-tax Act, 1922 (XI of 1922) shall apply in relation to information obtained under sub-section (2) of this section as they apply to the particulars referred to in that section, and for the purposes of such application—

XI of 1922.

- (a) the said sub-section (3) shall be construed as if in clause (a) thereof there was included reference to a prosecution for an offence under section 23 of this Act, and
- (b) persons to whom any information is required to be furnished under an order made under sub-section (2) of this section shall be deemed to be public servants within the meaning of that section.

19.A. (1) The government or the Bangladesh Bank may, at any time, cause an inspection to be made, by one or more of its officers, of the books of accounts and other documents of any person, firm or business organisation or concern required to submit to the Bangladesh Bank any, return, statement or information under this Act and, where necessary, direct all such books of accounts and other documents to be seized.

Power of
Inspection

(2) Every such person, firm, business organisation and concern shall produce books of accounts and other documents and furnish such statements and information to such officer or officers in connection with the inspection under sub-section (1).

(3) Failure to produce any books of accounts or other documents or to furnish any statement or information required under sub-section (2) shall be deemed to be contravention of the provisions of this Act.

Supplementary
Provisions.

20. (1) For the purposes of this Act and of any rules, directions or orders made thereunder:—

- (a) until the Bangladesh Bank by general or special order otherwise directs, any person who has at any time after the commencement of this Act been resident in Bangladesh shall be treated as still being resident in Bangladesh and if such direction is given in relation to any such person the Bangladesh Bank may by the same or a subsequent direction, declare the territory in which he shall be treated as being resident;
- (b) in the case of any person to whom clause (a) does not apply the Bangladesh Bank may by general or special order declare the territory in which he shall be treated as being resident;
- (c) in the case of any person resident in Bangladesh who leaves Bangladesh the Bangladesh Bank may give a direction to any bank that until the direction is revoked, any sum from time to time standing to the credit of that person and any security held on his behalf at any office or branch of that bank in Bangladesh specified in the direction, shall not be dealt with except with the permission of the Bangladesh Bank;
- (d) any transaction with a branch of any business whether carried on by a body corporate or otherwise, shall be treated in all respects as if the branch were a body corporate resident where the branch is situated;
- (e) the making of any book entry or other statement recording a debt against a branch of any business in favour of the Head Office or any other branch of that business shall be treated as the acknowledgement of a debt whereby a right is created in favour of a person resident where the head office or other branch is situated.

(2) Nothing in this Act relating to the payment of any price or sum by the Government shall be construed as requiring the Government to pay that price or sum otherwise than in Bangladesh currency or otherwise than in Bangladesh.

(3) The Bangladesh Bank may give directions in regard to the making of payments and the doing of other acts by bankers, authorised dealers, travel agents, carriers, whether common or private stock brokers and other persons who are authorised by the Bangladesh Bank to do anything in pursuance of this Act in the course of their business, as appear to it to be necessary or expedient for the purpose of securing compliance with the provisions of this Act and any rules, orders or directions made thereunder.

21. (1) No person shall enter into any contract or agreement which would directly or indirectly evade or avoid in any way the operation of any provision of this Act or of any rule, direction or order made thereunder.

Contracts in
evasion of this
Act

(2) Any provision of, or having effect under this Act, that a thing shall not be done without the permission of the Government or the Bangladesh Bank, shall not render invalid any agreement by any person to do that thing, if it is a term of the agreement that that thing shall not be done unless permission is granted by the Government or the Bangladesh Bank as the case may be; and it shall be an implied term of every contract governed by the law of any part of Bangladesh that anything agreed to be done by any term of that contract which is prohibited to be done by or under any of the provisions of this Act except with the permission of the Government or the Bangladesh Bank, shall not be done unless such permission is granted.

(3) Neither the provisions of this act nor any term (whether expressed or implied) contained in any contract that anything for which the permission of the Government or the Bangladesh Bank is required by the said provisions shall not be done without that permission, shall prevent legal proceedings being brought in Bangladesh to recover any sum which, apart from the said provisions and any such term, would be due, whether as a debt, damages or otherwise, but—

- (a) the said provisions shall apply to sums required to be paid by any judgement or order of any Court as they apply in relation to other sums; and
- (b) no steps shall be taken for the purpose of enforcing any judgement or order for the payment of any sum to which the said provisions apply except as respects so much thereof as the Government or the Bangladesh Bank, as the case may be, may permit to be paid; and
- (c) for the purpose of considering whether or not to grant such permission, the Government or the Bangladesh Bank, as the case may be, may require the person entitled to the benefit of the judgement or order and the debtor under the judgement or order to produce such documents and to give such information as may be specified in the requirement.

(4) Notwithstanding anything in the Negotiable Instruments Act, 1881 (XXVI of 1881), neither the provisions of this Act or of any rule, direction or order made thereunder, nor any condition, whether express or to be implied having regard to those provisions, that any payment shall not be made without permission under this Act, shall be deemed to prevent any instrument being a bill of exchange or promissory note.

XXVI of 1881.

22. No person shall, when complying with any order or direction, under section 19, or when making any application or

False statement

declaration to any authority or person for any purpose under this Act, give any information or make any statement which he knows or has reasonable cause to believe to be false, or not true, in any material particular.

Grant of
Immunity in
certain cases.

22. A. (1) The Government may, if it is of the opinion (the reason for such opinion being recorded in writing) that with a view to obtaining the evidence of any person supposed to have been directly or indirectly concerned in, or privy to, the contravention of any of the provisions of this Act or of any rule, direction or order made or given thereunder it is necessary or expedient so to do, grant such person immunity from prosecution under this Act or any other law for the time being in force, and may also grant such person immunity from imposition of any penalty under this Act, subject to the condition of his making full and true disclosure of the whole circumstances relating to such contravention.

(2) An immunity granted to, and accepted by the person concerned under sub-section (1) shall, to the extent to which the immunity extends, render him immune from prosecution for any offence or, as the case may be, from imposition of any penalty under this Act to which the immunity relates.

(3) If the Government is satisfied that any person to whom immunity under sub-section (1) was granted has not complied with any of the conditions subject to which the immunity was granted or is wilfully concealing anything or giving false evidence, it may record a finding to that effect and thereupon the immunity so granted shall be deemed to have been withdrawn and such person may be tried for the offence to which the immunity relates and shall be also liable to such penalty as he would have been liable to but for the grant of immunity under this section.

23. Penalty and Procedure: (1) Whoever Contravenes, attempts to contravene or abets the contravention of any of the provisions of this Act or of any rules, direction or order made thereunder shall not -withstanding anything contained in the Code of Criminal Procedure, 1898 (Act V of 1898) be tried by a Tribunal constituted by Section 23A and shall be punishable with imprisonment for a term which may extend to two years or with fine or with both and any such Tribunal trying any such contravention may, if it thinks fit and in addition to any sentence which it may impose for such contravention, direct that any currency, security, gold or silver or goods or other property in respect of which the contravention has taken place shall be confiscated.

(2) Notwithstanding anything contained in the Code of Criminal Procedure, 1898 (Act V of 1898), any offence punishable under this section shall be cognizable for such period as the Government may from time to time, by notification in the Official Gazette, declare.

(3) A tribunal shall not take cognizance of any offence punishable under this section and not declared by the Government under the preceding sub-section to be cognizable for the time being or of an offence punishable under section 54 of the Income-tax Act, 1922 (XI of 1922), as applied by section 19, except upon complaint in writing made by a person authorised by the Government or the Bangladesh Bank in this behalf.

Provided that where any such offence is the contravention of any of the provisions of this Act or of any rule, direction or order made thereunder which prohibits the doing of an act without permission and is not declared by the Government under the preceding sub-section to be cognizable for the time being, no such complaint shall be made unless the person accused of the offence has been given an opportunity of showing that he had such permission.

(4) Where the person guilty of an offence under this Act is a company or other body corporate, every Director, Manager, Secretary and other officer thereof who is knowingly a party to the offence shall also be guilty of the same offence and liable to the same punishment.

23. A. Tribunal, its powers, etc: (1) Every Sessions Judge shall, for the areas within the territorial limits of his jurisdiction be a Tribunal for trial of an offence punishable under section 23.

(2) A Tribunal may transfer any case for trial to an Additional Sessions Judge within its jurisdiction who shall, for trying a case so transferred, be deemed to be a Tribunal constituted for the purpose.

(3) A Tribunal shall have all the powers of a Magistrate of the First Class in relation to criminal trials, and shall follow as nearly as may be the procedure provided in the Code of Criminal Procedure, 1898 (Act V of 1898), for trials before such Magistrate, and shall also have powers as provided in the said Code in respect of the following matters, namely: —

- (a) directing the arrest of the accused;
- (b) issuing search warrants;
- (c) ordering the police to investigate any offence and report;
- (d) authorising detention of a person during police investigation;
- (e) ordering the release of the accused on bail.

(4) All proceedings before a Tribunal shall be deemed to be judicial proceedings within the meaning of sections 193 and 228 of the Penal Code (Act XLV of 1860), and for the purposes of section 196 thereof, and the provisions relating to the execution of orders and sentences in the Code of Criminal Procedure, 1898 (Act V of 1898) shall, so far as may be, apply to orders and sentences passed by a Tribunal.

(5) As regards sentences of fine, the powers of a Tribunal shall be as extensive as those of a Court of Session.

(6) The Bangladesh Bank or any other person aggrieved by a judgement of a Tribunal may, within three months from the date of the judgement, appeal to the High Court Division.

(7) Save as provided in the preceding sub-section, all judgements and orders passed by a Tribunal shall be final.

Burden of proof
in certain cases

24. (1) Where any person is tried for contravening any provision of this Act or of any rule, direction or order made thereunder which prohibits him from doing any Act without permission, the burden of proving that he had the requisite permission shall be on him.

(2) If in a case in which the proof of complicity of a person resident in Bangladesh with a person outside Bangladesh is essential to prove an offence under this Act, then after proof of the circumstances otherwise sufficient to establish the commission of the offence, it shall be presumed that there was such complicity, and the burden of proving that there was no such complicity shall be on the person accused of the offence.

Power to
government to
give direction.

25. For the purposes of this Act the Government may from time to time give to the Bangladesh Bank such general or special directions as it thinks fit, and the Bangladesh Bank shall, in the exercise of its functions under this Act, comply with any such directions.

Bar of legal
Proceedings.

26. No suit, prosecution or other legal proceedings shall lie against any person for anything in good faith done or intended to be done under this Act or any rule, direction or order made thereunder.

Powers to make
rules.

27. The Government may, by notification in the official Gazette, make rules for carrying into effect the provisions of this Act.

APPENDIX 2

**Notifications issued by the Government of the People's
Republic of Bangladesh and the erstwhile Government of
Pakistan under Foreign Exchange Regulation
Act, 1947 (VII of 1947)**

**NOTIFICATIONS ISSUED BY THE ERSTWHILE
GOVERNMENT OF PAKISTAN UNDER THE FOREIGN
EXCHANGE REGULATION ACT, 1947 (VII OF 1947)**

**NOTIFICATION NO. 1 (2) ECS/48,
DATED THE 1ST JULY, 1948
AS AMENDED UPTO 5TH NOVEMBER, 1949**

In exercise of the powers conferred by sub-section (1) of section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of the Notification of the Government of India in the Finance Department No. 12(11)-F1/47 dated the 25th March, 1947, the Central Government is pleased to direct that except with the general or special permission of the State Bank of Pakistan, no person shall bring or send into the provinces of Pakistan from any place outside Pakistan:

Import of Gold
and silver.

- (a) any gold coin, gold bullion, gold sheets or gold ingot whether refined or not;
- (b) any silver bullion, any silver sheets or plates which have undergone no process of manufacture subsequent to rolling, or any uncurrent silver coin;
- (c) any coin which is legal tender in India.

**NOTIFICATION NO. 1(6) ECS/48,
DATED THE 1ST JULY, 1948
AS AMENDED UPTO 25TH APRIL, 1958.**

Export Control.

In exercise of the powers conferred by sub-section(1) of section 12 of the Foreign Exchange Regulation Act, 1947 (VII of 1947), the Central Government is pleased to prohibit the export otherwise than by post of any goods either directly or indirectly to any place outside Pakistan other than any of the countries or territories in the Schedule appended hereto unless a declaration is furnished by the exporter, in a manner prescribed in this behalf by the State Bank of Pakistan, to the Collector of Customs or to such other person as the State Bank of Pakistan may specify, that an amount representing the full export value of the goods has been or will be disposed of in a manner and within a period specified by the State Bank of Pakistan.

Provided that this prohibition shall not apply to the export of:

1. Bonafide trade samples;
2. Personal effects, whether accompanied or unaccompanied, of travellers;
3. Ships stores and transhipment cargo;
4. Goods shipped under the order of the Central Government or of such officers as may be appointed by the Central Government in this behalf or of the Military, Naval or Air Force authorities in Pakistan for Military, Naval or Air Force requirement.
5. Goods included in Open General Licence No. 7 published with the late Ministry of Commerce and Education (Commerce Division) Notification No. 335/460/42 dated 22nd October, 1952, as modified from time to time, or such other Export Open General Licence, as may be in force for the time being, and exported to Iran by land;
6. Gift packets where they are accompanied by a declaration by the sender that the contents of the packet are less than Rs. 50/-in value and that the despatch of the packet does not involve any transaction in foreign exchange.

SCHEDULE

1. Afghanistan.

**NOTIFICATION NO 1 (7) ECS/48,
DATED THE 1ST JULY, 1948
AS AMENDED UPTO 18TH NOVEMBER, 1954.**

In exercise of the powers conferred by sub-section (1) of section 12 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) the Central Government is pleased to prohibit the export by post of any goods either directly or indirectly to any place outside Pakistan other than any of the country or territories in the schedule appended hereto unless a declaration, in a form prescribed by the State Bank of Pakistan, for the purpose, is furnished by the exporter to the Postal Authorities at the time of despatch that an amount representing the full export value of the goods has been or will be disposed of in a manner and within a period specified by the State Bank of Pakistan.

Export by Post.

Provided that this prohibition shall not apply:

- I. Where the postal packet is covered by a certificate issued by the State Bank of Pakistan or by an authorised dealer that the export of the parcel does not involve any transaction in foreign exchange;
2. Where the postal packet is accompanied by a declaration by the sender that the contents of the parcel are less than Rs. 50/ in value and that the despatch of the parcel does not involve any transaction in foreign exchange; and
3. Where the parcels are despatched either under the orders of the Central Government or of the Military, Naval or Air Force authorities in Pakistan accompanied by a certificate to the effect that the parcel does not involve any transaction in foreign exchange signed by a Gazetted Officer or by any person entitled to use service postage stamps, which should be pasted on the outer cover of the parcel.
4. Where the postal packet or parcel consists of goods included in Open General Licence No. 7, published with the late Ministry of Commerce and Education (Commerce Division) Notification No. 335 and 460/42 dated 22nd October, 1952 as modified from time to time, or such other Export Open General Licence as may be in force for the time being, and exported to Iran by land.

SCHEDULE

1. Afghanistan.

**NOTIFICATION NO. F. 1/1-EF/49
DATED THE 9TH APRIL, 1949.**

In exercise of the powers conferred by Section 15 of the Foreign Exchange Regulation Act, 1947 (VII of 1947), the Central Government is pleased to order that, except with the general or special permission of the State Bank of Pakistan, no person shall, in the Provinces of Pakistan, issue any bearer security or coupon, or so alter any document that it becomes a bearer security or coupon.

**NOTIFICATION NO. F. 1(8)-EF/49
DATED THE 2ND MAY, 1949.**

Import of
Currency notes

In exercise of the powers conferred by sub-section (1) of Section of the Foreign Exchange Regulation Act, 1947 (VII of 1947), the Central Government, in supersession of this Ministry's Notification No. 1(3)-ECS/48 dated the 1st July, 1948 is pleased to order that, except with the general or special permission of the State Bank of Pakistan, no person shall bring or send into the Provinces of Pakistan from any place outside Pakistan any currency notes or Bank notes, whether unissued or in circulation.

**NOTIFICATION NO 1 (1)-2 EF/56,
DATED THE 1ST AUGUST, 1956
AS AMENDED UPTO 20TH NOVEMBER, 1956.**

In exercise of the powers conferred by sub-section (1) of Section 19 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of this Ministry's Notification No. 1(5) ECS/48 dated the 1st July, 1948 the central Government is pleased to direct that all persons resident in Pakistan who are or who may hereafter become the owners of any securities in respect of which the principal, interest or dividends is or are payable in the currency of any foreign country or in respect of which the owner has the option to require the payment of principal, interest or dividends in such currency shall be the 31st December, 1956 or in the case of a person hereafter becoming such owner, within one month of the date of his so becoming make a return to the State Bank of Pakistan in the form prescribed in this behalf by the State Bank of Pakistan giving the following particulars with respect of such securities namely:—

- (a) the full name and address of the owner by whom or on whose behalf the return is made;
- (b) a description of the security in full, including particulars as to whether it is a bearer bond, registered or inscribed stock, etc;
- (c) the nominal amount of the security;
- (d) whether the security is free or encumbered and if the latter, full details of the nature of the encumbrance including the amount of loans or advances, if any, which have been taken against the security and the currency in which the names and addresses of the persons from whom they have been taken;
- (e) the place in which and the name of the person with whom the security is deposited;
- (f) the full name and address of the person for whose account the security is held (in case a person other than the owner is making the return).

Provided that this order shall not apply to persons not being citizens of Pakistan who have obtained the permission of the State Bank of Pakistan in this behalf.

**NOTIFICATION NO. 3(2)-5.EF/52,
DATED THE 18TH, JULY, 1952
AS AMENDED UPTO 28TH NOVEMBER, 1957.**

In exercise of the powers conferred by Section 27 of the Foreign Exchange Regulation Act, 1947, the Central Government is pleased to make the following rules:

1. Short Title and Commencement:— (1) These rules may be called the Foreign Exchange Rules, 1952. (2) They shall come into force at one

2. Interpretation: In these rules unless there is anything repugnant in the subject or context: —

(a) "the Act" means the Foreign Exchange Regulation Act, 1947;

(b) all other words and expressions shall be assigned the meaning as in the Act.

3. In the case or export of goods or class of goods specified in the notification issued under Section 12 (1) of the Act,

(1) the authority to whom the declaration has to be submitted by the exporter shall be the Collector of Customs or such other person as the State Bank may from time to time by notification in the official Gazette specify for this purpose;

(2) the period within which the amount representing the full export value of goods will have to be paid, shall be the period specified from time to time by the State Bank for this purpose generally or otherwise by notification in the official Gazette with reference to any country or countries;

(3) the manner in which the amount representing the full export value of the goods will have to be paid, shall be the manner specified from time to time by the State Bank for this purpose generally or otherwise by the notification in the official Gazette with reference to any country or countries.

4. All powers vested in the State Bank under the Act shall be exercised and all functions entrusted to the State Bank under the Act shall be performed in the name of the Bank by such officers of the State Bank as may be notified from time to time by the State Bank in the official Gazette with reference to such officers's names or designations,

5. Any order, direction, communication issued by the State Bank in exercise of the powers vested under the Act shall be deemed to

have been properly issued communicated to or served on the person or persons concerned,—

- (i) if it is sent to the address known to the State Bank of such person or persons by registered post with acknowledgement due, or
- (ii) if it is published in any two prominent daily Newspapers, including one in urdu in West Pakistan and one in Bengali in East Pakistan, circulating in the area in which such person. or persons reside or carry on business, or
- (iii) if it is personally tendered to such person or persons for acceptance, whether accepted or refused and an endorsement or statement of the tendering employee of the Bank as to the acceptance or refusal shall be sufficient proof of such acceptance or refusal.

**NOTIFICATION NO, 1(8)-EF/58,
DATED THE 20TH, AUGUST, 1958.**

In exercise of the powers conferred by Section 9 of the Foreign Exchange Regulation Act, 1947 (VII of 1947), and in supersession of this Ministry's Notification No. 3(2)-4-EF/52 dated the 14th June, 1952 the Central Government is pleased to order that every citizen of Pakistan in Pakistan and every other person residing continuously for six months or more in Pakistan who owns or who may hereafter become the owner of any foreign exchange whether held in Pakistan or abroad expressed in the currency of any country or territory, excepting the country or territory specified in the Schedule appended hereto, shall before the expiration of one month from the date of this Notification or in the case of a person hereafter becoming such owner, within one month of his so becoming, offer such foreign exchange or cause it to be offered for sale to an authorised dealer, being a person authorised by the State Bank of Pakistan for the purpose, against payment in Pakistan currency at the rate for the time being authorised by the State Bank of Pakistan in pursuance of sub-section (2) of Section 4 of the said Act for the conversion into Pakistan currency of the foreign currency in which such foreign exchange is expressed:

Provided that this order shall not apply to foreign exchange held by authorised dealers within the scope of their authority or to any person authorised under any permission, general or otherwise granted by the State Bank of Pakistan to hold the foreign exchange.

2. The provisions of this Notification shall not apply to the following cases, namely: —

- (i) Foreign exchange held abroad by foreign diplomats and foreign nationals employed in Embassies and Missions of foreign countries in Pakistan.
- (ii) Foreign exchange held abroad by foreign nationals or foreign business houses, except to the extent that it represents their earnings abroad in respect of business conducted in Pakistan or services rendered while in Pakistan.
- (iii) Foreign exchange held in UK by residents in Pakistan provided the amount does not exceed; £ 100 in all or in U S A provided the amount does not exceed \$ 280 in all, provided further that the total amount held in UK and USA does not exceed the equivalent of £ 100.

Explanation: "Residents in Pakistan" includes foreign nationals residing continuously in Pakistan for six months or more, but does not include citizens of Pakistan in foreign countries during the period of their stay outside Pakistan.

SCHEDULE

1. Afghanistan.

**NOTIFICATIONS ISSUED BY THE GOVERNMENT OF THE
PEOPLE'S REPUBLIC OF BANGLADESH UNDER THE
FOREIGN EXCHANGE REGULATION ACT, 1947 AS
ADAPTED IN BANGLADESH.**

MINISTRY OF FINANCE

Finance Division

External Finance Wing

**NOTIFICATION NO. MF/EF-V(AT)/1(30)/82-817
DATED THE 14TH DECEMBER, 1985**

In exercise of the powers conferred by sub-section (3) of Section 23 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of this Ministry's Notification No. MF/EF/2G-S (296)/72-75/1038 dated the 20th September, 1975, the Government is pleased to authorise the following officers of the Exchange Control Department of Bangladesh Bank to make complaints in writing of offences punishable under the said Section 23.

- (1) A General Manager.
- (2) A Deputy General Manager.
- (3) A Joint Director.
- (4) A Deputy Director.
- (5) An Assistant Director.
- (6) An Officer.

External Finance Wing

Branch-5

Notice

In exercise of the powers conferred by sub-section (2) of section 19 of No. M, F/E, F-5/1(16)/93/236-1947 of the Foreign Exchange Regulation Act (VII of 1947 amended upto 30th June 1986), The Government has instructed that the authority to give instructions under the same sub-section will be implemented by Bangladesh Bank till the 31st December, 1986.

APPENDIX 3

**Notifications issued by the Bangladesh Bank and the
erstwhile State Bank of Pakistan under Foreign Exchange
Regulation
Act, 1947 (VII of 1947)**

**NOTIFICATION ISSUED BY THE ERSTWHILE STATE
BANK OF PAKISTAN UNDER THE FOREIGN EXCHANGE
REGULATION ACT, 1947 (VII OF 1947)**

**NOTIFICATION NO. F E 17/48-SB
DATED THE 1ST JULY, 1948
AS AMENDED UPTO 7TH MAY, 1953**

In pursuance of sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947, (VII of 1947), the State Bank of Pakistan is pleased to permit:

Export of
cheques, drafts,
foreign exchange
etc.

- (a) Authorised Dealers to send out of the provinces of Pakistan, cheques, drafts or bills of exchange which have been acquired in the normal course of their business and within the terms of their authorisation.
- (b) Any person to take or send out of the Provinces to States which have acceded or accede to Pakistan foreign exchange without limit.
- (c) Any person maintaining an account in accordance with the provisions of the Notification of the State Bank of Pakistan No. F E 56/53-SB dated the 7th May, 1953, to take or send out of the Provinces and the Capital of the Federation cheques or drafts drawn on such account.

**NOTIFICATION NO. FE 28/49-SB
DATED THE 14TH MAY, 1949**

In pursuance of the Notification of the Government of Pakistan in the Ministry of Finance No.1(2)ECS-48 dated the 1st July 1948 (restricting the bringing or sending into the Provinces of Pakistan of gold and silver) and in supersession of the Notification of the State Bank of Pakistan No. FE 10/48-SB dated the 1st July, 1948, the State Bank of Pakistan is hereby pleased to give general permission to the bringing or sending of any such gold or silver as is specified in the Government notification referred to, by sea or air into any port in the Provinces of Pakistan, provided the gold or silver is oil through transit to a place outside Pakistan and is not removed from the carrying ship or aircraft except for the purpose of transshipment.

Import of Gold
and Silver in
transit.

**NOTIFICATION NO. FE 30/49-SB
DATED THE 5TH NOVEMBER, 1949**

Import of India
Coin.

In pursuance of the Notification of the Government of Pakistan No. 1(2)-ECS/48 dated the 1st July, 1948. as amended by Notification of the Government of Pakistan No. 1(14) FE/49 dated the 5th November, 1949, the State Bank of Pakistan is pleased to permit any person to bring into the provinces or the Capital of the Federation from any place outside Pakistan any coin which is legal tender in India not exceeding in all rupees five in value at any one time.

**NOTIFICATION NO. FE 38/50-SB
DATED THE 23RD OCTOBER, 1950**

Export of
Foreign
Exchange.

In pursuance sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947), the State Bank of Pakistan is pleased to permit—

- (i) any person to take out of the provinces and the Capital of the Federation with him foreign exchange issued to him by an Authorised Dealer in Pakistan and endorsed on his passport;
- (it) any person, other than a person to whom foreign exchange is issued for travelling purposes only, to send out of the Provinces and the Capital of the Federation foreign exchange issued to him by an Authorised Dealer for any purpose other than travelling

**NOTIFICATION NO. FE 72/59-SB
DATED THE 21ST JANUARY, 1959**

Export of
Jewellery by
post

In exercise of the powers conferred by sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of its Notification No. FE/20/48-SB dated the 1st July, 1948 the State Bank of Pakistan is pleased to permit any person to export out of Pakistan precious stones or jewellery other than articles made wholly or mainly of gold, to any country without limit provided the packet containing the precious stones or jewellery is despatched in the manner prescribed in the Government of Pakistan, Ministry of Finance Notification No. 1(6)-ECS/48 dated the 1st July, 1948 and No. 1(7) ECS/48 dated the 1st July, 1948.

**NOTIFICATION NO. FE 73/59-SB
DATED THE 25TH FEBRUARY, 1959**

In pursuance of the Central Government Notification No. 1 (8)EF/58 dated the 20th August, 1958 and in supersession of the State Bank of Pakistan Notification No. FE 52/52-SB dated the 18th September, 1952 the State Bank of Pakistan is pleased to authorise all dealers for the time being authorised by the State Bank of Pakistan to undertake foreign exchange business, to purchase foreign exchange for the purpose of the said Notification.

**NOTIFICATION NO. FE 74/59-SB
DATED THE 25TH FEBRUARY, 1959**

In pursuance of sub-section (1) of Section 4 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of the State Bank of Pakistan Notification No. FE 56/53-SB dated the 7th May, 1953 the State Bank of Pakistan is pleased to direct that the prohibitions imposed by that sub-section shall not apply to the operation on an account expressed in a foreign currency held in accordance with para 2 of the Government of Pakistan, Ministry of Finance Notification No. 1 (8) EF/58 dated the 20th August, 1958 by a foreign national who is, or is resident, in any Province of Pakistan but is not domiciled in Pakistan.

**NOTIFICATION NO. FE 1/63-SB
DATED THE 14TH OCTOBER, 1963**

In pursuance of clause (a) of sub-section (1) of Section 20 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in partial modification of the State Bank of Pakistan Notification No. FE 13/48-SB dated the 1st July, 1948 the State Bank of Pakistan is pleased to direct that a person, other than a person holding any office in the service of Pakistan and residing outside Pakistan for the time being either on duty or on leave, being domiciled in, or a national of Pakistan who is for the time being resident outside Pakistan, shall, unless otherwise authorised or exempted under the said Act, be treated, for purposes of Section 5 of the said Act, as a person resident outside Pakistan, for so long as he is so resident.

**NOTIFICATION ISSUED BY THE BANGLADESH BANK
UNDER FOREIGN EXCHANGE REGULATION ACT, 1947
AS ADAPTED IN BANGLADESH**

**NOTIFICATION NO. FE 1/77-BB
DATED THE 16TH APRIL, 1977.**

In pursuance of Rule 3 of the Foreign Exchange Rules, 1952 and all other powers enabling it in this behalf under the Foreign Exchange Regulation Act, 1947(VII of 1947) and in supersession of the State Bank of Pakistan Notification No. FE 53/53 SB-dated the 8th January, 1953 as amended from time to time the Bangladesh Bank is pleased to notify as follow:—

1. A declaration required to be submitted under sub-section (1) of Section 12 of the FER Act, 1947(VII of 1947) shall be submitted by the exporter—

- (a) when goods are exported otherwise than by post, to Collector of Customs;
- (b) when goods are exported by post Master of the Post Office at which the goods are posted for export.

2. For export of goods to any country an amount representing the full export value of the goods shall be paid within four months from the date of shipment or posting as the case may be.

3. An amount representing the full export value of any goods exported to any country shall be paid through an Authorised Dealer in Bangladesh in any freely convertible foreign currency in which an Authorised Dealer maintains accounts or in Bangladesh Taka from a non-resident bank account.

**NOTIFICATION NO. FE/83-BB
DATED THE 25TH MAY, 1983**

In pursuance of sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947), and in supersession of the Bangladesh Bank notification No. FE 1/78-BB dated the 12th July, 1978, the Bangladesh Bank is pleased to permit :—

Export of
precious Stones
and Jewellery

- (a) a person, being an adult female person permanently residing in Bangladesh, to take personal jewellery at any one time out Bangladesh to the countries specified in the Schedule below upto 3 tolas in weight, and to other countries upto 10 tolas in weight which is worn on her person or which forms part of her personal baggage;

Provided that the gold content of the jewellery so taken out or proposed to be taken out does not exceed $2\frac{1}{4}$, tolas and $7\frac{1}{2}$, tolas in weight respectively;

Provided further that, unless the said person takes up permanent residence abroad, the jewellery so taken out shall be brought back on her return journey to Bangladesh or within a maximum period of 5 years from the date, it is taken out from Bangladesh, whichever is earlier;

- (b) any person in Bangladesh but not ordinarily resident herein to take out of Bangladesh precious stones and jewellery previously brought by such person from abroad into Bangladesh with the permission of the proper officer of the Customs without limit and precious stones and jewellery other than articles made wholly or partly of gold purchased in Bangladesh upto a further Taka 15,000 in value.

THE SCHEDULE

1. India.
2. Pakistan,
3. Sri Lanka.

4. Nepal.
5. Bhutan.
6. Burma.

**NOTIFICATION NO. FE 1/84-BB
DATED THE 22ND MARCH,1984**

IMPORT OF CURRENCY

Import of
Currency

In pursuance of the Notification of the erstwhile Central Government of Pakistan No. Fl(8) EF/49 dated the 2nd May, 1949 and in supersession of Bangladesh Bank Notification No. FE 1/81-BB Dhaka, the 2nd February, 1981, Bangladesh Bank is pleased to permit any person to bring into Bangladesh from any place outside Bangladesh without any limit any currency notes or bank notes other than—

- (i) Un-issued notes, and
- (ii) Notes legal tenders in Bangladesh in excess of Taka 100 in value:

Provided that he makes a written declaration to the Customs Authorities at the time of arrival, in the form prescribed by Bangladesh Bank of the entire amount; no declaration will, however, be necessary if the amount brought in does not exceed—

- (1) US \$ 750 or its equivalent by a person ordinarily resident in Bangladesh.
- (2) US \$ 1000 or its equivalent by a person ordinarily resident outside Bangladesh including Bangladesh nationals working abroad. However, if a Bangladesh national working abroad intends to take the benefit of the Wage Earners' Scheme for encashment of foreign exchange brought in by him, he will have to make declaration even if it does not exceed US \$ 1000 or its equivalent.
- (3) Notes legal tender in Bangladesh upto Tk. 100 in value.

**NOTIFICATION NO. FE 1/85-BB
DATED THE 28TH MARCH,1985**

In pursuance of rule 4 of the Foreign Exchange rules, 1952 and in supersession of State Bank of Pakistan notification No. EF-2/69-SB, dated the 4th December, 1969 Bangladesh Bank is pleased to notify that all powers vested in the Bangladesh Bank under the Foreign Exchange Regulation Act, 1947 (VII of 1947), as adapted in Bangladesh, shall be exercised and all functions entrusted to the Bangladesh Bank under the said Act, shall be performed in the name of Bangladesh Bank by the following officers of the Exchange Control Department of the Bangladesh Bank namely:

- (1) General Managers.
- (2) Deputy General Managers.
- (3) Joint Directors/Joint Managers.
- (4) Deputy Directors/Deputy Managers.
- (5) Assistant Directors/Assistant Managers.
- (6) Officers.

**NOTIFICATION NO. FE-1/86-BB
DATED THE 25TH FEBRUARY, 1986.**

EXPORT OF CURRENCY

Export of
Currency.

In pursuance of sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of Bangladesh Bank Notification No. FE-2/81-BB dated the 2nd February, 1981, Bangladesh Bank is pleased to permit as follows :—

- (1) Any person may take out of Bangladesh, Bangladesh Bank Notes and Bangladesh Coins not exceeding in all Tk. 100 (Taka one hundred only) in value at any one time.
- (2) Currency which has been brought into Bangladesh in the safes of vessels or aircraft or which has been taken on board vessels or aircraft with the permission of Bangladesh Bank may be taken out of Bangladesh.
- (3) Any person ordinarily resident in Bangladesh may take out foreign exchange not exceeding US \$ 150 or its equivalent.
- (4) Any person not ordinarily resident in Bangladesh including Bangladesh Nationals working abroad may take out of Bangladesh any amount in foreign exchange not exceeding the amount declared by him to the Customs Authority on arrival in Bangladesh in terms of Bangladesh Bank Notification No. FE-1/84-BB dated the 22nd March, 1984; however, such a person may take out foreign exchange not exceeding US \$ 150 or its equivalent even if no declaration covering such amount has been made by him to the Customs Authority on his arrival in Bangladesh.

**BANGLADESH BANK
NOTIFICATION NO. FE 1/99/BB
DATED 15th JUNE 1991 (31st JAISHTHA 1398)**

IMPORT OF CURRENCY NOTES

Bangladesh Bank Notification No. FE-1/84-BB. dated the 22nd March, 1984 has been ammended as follows:

(KA) a) In the 15th line of the Notification, "US \$ 750" is to be read as "US \$ 1000", and

(KHA) b) In the 17th line & 23rd lines of the Notification, "US \$ 1000" is to be read as "US \$ 2500".

**NOTIFICATION NO. FE-2/99/BB
DATED 5th AUGUST 1991 (20th Shraban 1398)**

IMPORT OF CURRENCY NOTES

Bangladesh Bank Notification No. FE-1/91/BB has been ammended as follows:

In the 2nd line of KA (a) sub-para of the notification "US \$ 1000" is to be read as "US \$ 2500".

**BANGLADESH BANK
NOTIFICATION NO. FE-1/92-BB
DATED, DHAKA, 23rd JUNE, 1992 (9th ASHAR 1392)**

IMPORT OF CURRENCY NOTE

Bangladesh Bank Notification No. FE 1/91/BB. dated 15th June 1991 (31st Jaishtha, 1398) has been ammended as follows:

In the 2nd line of sub-para (kha) of the notification "US \$ 2500" is to be read as "US \$ 5000".

**NOTIFICATION NO. FE-2/92-BB
DATED, DHAKA, THE 23rd JUNE 1992 (THE 9th Ashar, 1399)**

Export Of Currency Notes

Bangladesh Bank Notification No. FE-1/86-BB dated the 25th February 1996 has been ammended as follows:

(Ka) a) In sub-para (3) of the notification "US \$ 150" is to be read as "US \$ 2500".

(Kha) b) In sub-para (4) of the notification " FE-1/84-BB, Dated the 2nd March, 1984" is to be read as FE-1/92-BB, Dated the 23rd June, 1992 (9th Ashar, 1399) and "US \$ 150" is to be read as "US \$ 5000".

NOTIFICATION NO. FE-1/93-BB
DATED, DHAKA, THE 12TH JULY, 1993
(28TH ASHAR, 1400)

IMPORT OF CURRENCY

In pursuance of the Notification of the erstwhile Central Government of Pakistan No. FI (8) EF/49 dated the 2nd May, 1949 and in supersession of Bangladesh Bank Notification No. FE-1/84-BB, FE-1/91-BB, FE-2/91-BB and FE-1/92-BB dated the 22nd March, 1984, the 15th June, 1991, the 5th August, 1991 and the 23rd June 1992 respectively Bangladesh Bank is pleased to permit any person to bring into Bangladesh from any place outside Bangladesh without any limit any currency notes or bank notes other than

- (1) Un-issued notes, and
- (2) Notes legal tenders in Bangladesh in excess of Taka 300 in value:

Provided that the concerned person makes a written declaration to the Customs Authorities at the time of arrival, in the form prescribed by Bangladesh Bank of the entire amount; no declaration will, however, be necessary if the amount brought in does not exceed—

- (1) US \$ 2500 or its equivalent by a person ordinarily resident in Bangladesh.
- (2) US \$ 5000 or its equivalent by a person ordinarily resident outside Bangladesh including Bangladesh nationals working abroad.
- (3) Notes legal tender in Bangladesh upto Tk. 300 in value.

**NOTIFICATION NO. FE 2/93-BB
DATED, DHAKA, THE 12TH JULY, 1993
(28TH ASHAR, 1400)**

EXPORT OF CURRENCY

In pursuance of sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) and in supersession of Bangladesh Bank Notification No. FE-2/92-BB dated the 9th Ashar, 1399 (23rd June, 1992), Bangladesh Bank is pleased to permit as follows:-

- (1) Any person may take out of Bangladesh, Bangladesh Bank notes and Bangladesh Coins not exceeding in all Tk. 300 (Taka three hundred only) in value at any one time.
- (2) Currency which has been brought into Bangladesh in the safes of vessels or aircraft or which has been taken on board vessels or aircraft with the permission of Bangladesh Bank may be taken out of Bangladesh.
- (3) Any person ordinarily resident in Bangladesh may take out foreign exchange not exceeding US \$ 2500 or its equivalent which was brought in without declaration at the time of returning from abroad.
- (4) Any person not ordinarily resident in Bangladesh including Bangladesh Nationals working abroad may take out of Bangladesh any amount in foreign exchange not exceeding the amount declared by him to the Customs Authority on arrival in Bangladesh. However, such a person may take out at the time of his leaving Bangladesh foreign exchange not exceeding US \$ 5000 or its equivalent brought in without declaration to the Customs Authority on his arrival in Bangladesh.

**NOTIFICATION NO. FE 1/94-BB
DATED, DHAKA, THE 12TH NOVEMBER, 1994**

EXPORT OF CURRENCY

In pursuance of sub-section (2) of Section 8 of FER act 1947 (VII of 1947) and in partial modification of Bangladesh Bank's Notification No. FE-2/93-BB dated the 12th July 1993, Bangladesh Bank has been pleased to decide that any person may, at the time of departure from Bangladesh, take out Bangladeshi legal tender notes and coins not exceeding Tk, 500/- in value.

**NOTIFICATION NO. FE-2/94-BB
DATED, DHAKA, THE 12TH NOVEMBER, 1994**

IMPORT OF CURRENCY

In pursuance of the erstwhile central Government Notification No. F1(8) EF/49 dated the 2nd May, 1949 and in supersession of Bangladesh Bank Notification No. FE 1/93-BB dated the 12th July, 1993 (28th Ashar, 1400) Bangladesh Bank is pleased to permit any person to bring into Bangladesh from any place outside Bangladesh without any limit any currency notes or bank notes other than: —

- (1) Unissued notes, and
- (2) Notes legal tender in Bangladesh in excess of Taka 500 in value;

Provided that the concerned person makes a written declaration to the Customs Authority at the time of arrival, in the form prescribed by Bangladesh Bank, of the entire amount; no declaration will, however, be necessary if the amount brought in does not exceed: —

- (a) US Dollar 5000 or equivalent in foreign exchange;
- (b) Taka 500 in notes legal tender in Bangladesh.

NOTIFICATION NO. FE-3/94-BB
DATED THE 17TH. DECEMBER, 1994
(3rd Kartik, 1401)

In pursuance of sub-section (2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947), and in supersession of the Bangladesh Bank notification No. FE/83-BB dated the 25th May, 1983 the Bangladesh Bank is pleased to permit any adult female person to bring into/take out at the time of arrival into/departure from Bangladesh any quantity of personal jewellery worn on her person or as part of her accompanying personal baggage.

NOTIFICATION NO. FE-1/96-BB
DATED THE 14TH JANUARY, 1996 (1ST MAGH 1402)

In exercise of the powers conferred by Section 8 of the Foreign Exchange Regulations Act, 1947 (VII of 1947) read with the erstwhile central government Notification No. 1(2)-ECS/48 dated the 1st July, 1948 and further to Bangladesh Bank's Notification No. FE-1/94-BB dated the 17th December 1994 (3rd Kartik, 1401), Bangladesh Bank has decided that:

- (i) A Bangladesh national returning from abroad may bring into Bangladesh upto 2 (two) kilograms of gold or silver in bullion/ingot form subject to payment of duties and takes as levied by the Government;
- (ii) Export of gold and silver jewellery from Bangladesh and import of gold/silver/precious stones for manufacture and export of jewellery may be effected subject to the terms and conditions laid down in the relative Foreign Exchange Circulars issued by Bangladesh Bank from time to time.

APPENDIX 4

**List of Bangladesh Bank's
Offices and Their Jurisdictions**

**FOREIGN EXCHANGE POLICY DEPARTMENT,
BANGLADESH BANK, HEAD OFFICE, DHAKA:**

- (1) Dhaka
- (2) Narayanganj
- (3) Munshiganj
- (4) Nusingdi
- (5) Gazipur
- (6) Manikganj
- (7) Mymensingh
- (8) Netrakona
- (9) Kishoreganj
- (10) Tangail
- (11) Jamalpur
- (12) Sherpur
- (13) Faridpur
- (14) Rajbari
- (15) Gopalganj

BANGLADESH BANK, CHITTAGHONG:

- (1) Chittagong
- (2) Cox's Bazar
- (3) Bandarban
- (4) Rangarnati
- (5) Khagrachari
- (6) Noakhali
- (7) Feni
- (8) Luxmipur
- (9) Comilla
- (10) Chandpur
- (11) Brahmanbaria

BANGLADESH BANK, KHULNA:

- (1) Khulna
- (2) Satkhira
- (3) Bagerhat
- (4) Kushtia
- (5) Meherpur
- (6) Chuadanga
- (7) Jessore
- (8) Jhenidah
- (9) Magura
- (10) Narail

BANGLADESH BANK, BARISAL:

- (1) Barisal
- (2) Jhalakati
- (3) Barguna
- (4) Patuakhah
- (5) Perozpur
- (6) Bhola.
- (7) Sariatpur
- (8) Madaripur

BANGLADESH BANK, SYLHET:

- (1) Sylliet
- (2) Sunamganj
- (3) Habiganj
- (4) Moulvi Bazar

BANGLADESH BANK, RAJSHAHI:

- (1) Rajshahi
- (2) Naogaon
- (3) Nawabganj
- (4) Natore
- (5) Pabna
- (6) Sirajganj

BANGLADESH BANK, BOGRA:

- (1) Bogra.
- (2) Joypurhat
- (3) Rangpur
- (4) Nilphamari
- (5) Lalmonirhat
- (6) Kurigam
- (7) Gaibandha
- (8) Dinajpur
- (9) Panchagar
- (10) Thakurgaon

APPENDIX 5

**Specimen Forms of Applications,
Declaration, etc. other than
Periodic Returns & Schedules**

FORM T M
Travel and Miscellaneous
Purposes, (other than import)

APPLICATION FOR PERMISSION UNDER FOREIGN EXCHANGE
REGULATION ACT TO PURCHASE FOREIGN EXCHANGE FOR THE
PURPOSE SPECIFIED BELOW.

To

(Name & address of the Bank
to which application is made)

I/we wish to purchase/remit _____ for the under
(Amount in figures and words stating currency)

mentioned purpose:-

I/We hereby declare that the statements made by me/us on this form are true and that I/we have not already obtained exchange nor have I/we made any other application for the purpose.

** A. For Travel Purposes:*

I /We desire to travel to.....for the purpose of.....

The journey will be undertaken by
(Name of the Air/Shipping Company)

My/Our Passport Nos, date & place of issue are given below:-

- (a)
- (b)
- (c)

**B. For miscellaneous purposes other than travel and import:*

(a) Reason for payment

(b) Name & address of beneficiary.....

(c) Country receiving payment.....

Signature, Name and Address
of the Applicant

See Chapter 7

Para 3

APP. 5

1

Declaration to be signed by the traveller/remitter.

- (a) That I/we recognise that in the event of any misrepresentation or suppression of any material fact, I/we shall be liable to action under the Foreign Exchange Regulation Act, 1947.
- (b) That the foreign exchange released to me/us shall be used for expenses incurred by means in foreign country/countries for
- * (i) my/our living and travelling expenses for business purposes.
 - * (ii) my/our enroute expenses for travel abroad.
 - * (iii) my our living expenses and medical treatment.
- (c) I/We am/are aware that exchange issued to me/us under this form for travel purposes may only be taken out by me/us on my/our departure from Bangladesh and may not be sent out by post or through the medium of any other person or by any other means.
- (d) That if the travel has not been undertaken for die purpose mentioned above, or if any unexpended foreign exchange remaining in my/our possession , or at my/our disposal or which could not be utilised for the purpose for which it was granted, will be sold by me/us to an Authorised Dealer in foreign exchange in Bangladesh immediately on my/our return to Bangladesh.
- * (e) I/We declare that the payment mentioned against B' above is due to be made by me/us for which documentary evidence is enclosed and assume full responsibility for complying with the provisions of the Foreign Exchange Regulation Act, 1947 and rules, orders and directives issued thereunder.

Signature of the applicant

Certificate, of approval of the Bangladesh Bank (if required).

(Valid for three calendar months from the date of approval).

Date of approval.

Seat & Signature of the Bangladesh Bank

(Certificate by Authorised Dealer)

- (a) *We have issued Notes & Coins.....T/C.....L/C.....
Total.....as per Bangladesh Bank approval dated.....
and endorsed the amount released in die traveller's passport after examining the ticket covering the passage.
- * (b) We have effected remittance of.....
(State amount)
in terms of Para.....of Exchange Control Manual/Bangladesh Bank's
approval No.....dated.....by.....on.....(TT/MT/Draft)

Contd, P/3

Cage to be completed by Authorised Dealer indicating Code No. as per Code list circulated by the Bangladesh Bank.															
Month	Country receiving payment				Purpose	Category	Currency	Amount in foreign currency							

*Signature and Stamp of the
Authorised Dealer*

I/ we hereby certify having received the exchange the exchange issued to me/us as above.

Signature(s) of the Applicant(s)

* *Strike out items not applicable.*

BANGLADESH BANK

Permit No. _____ Not valid after _____

The Bangladesh Bank is pleased to authorise _____
(Name)

of _____
(Address)

to permit to _____ sum/s not exceeding _____
(Beneficiary) (Amount in figure)

say _____
(Amount in words)

A.

* in any one month/quarter/half year (non-cumulative) upto,

B.

* per month for _____ months upto _____ (Amounts not availed of in any month/s being available on a cumulative basis in subsequent months within the validity of the permit)

C.

* in all during the period upto

* Strike out the clauses which do not apply.

through _____
(Authorised Dealer in Bangladesh)

for the purpose of _____

BANGLADESH BANK
Foreign Exchange Policy Department
Date

Assistant Director

NOTES

1. All remittances effected under the authority of this permit must be endorsed on the reverse hereof by the Authorised Dealer at the time of remittance. The permit number should be noted on the form on which the remittance is reported to the Bangladesh Bank.

2. When the permit is fully utilised it must be returned to the Bangladesh Bank by the Authorised Dealer along with Form 'T/M' on which the last remittance has been reported.

3. Attention is drawn to Sub-section 3 of Section 4 of the Foreign Exchange Regulation Act, 1947, in terms of which foreign exchange acquired under this permit must be used only for the purpose for which it has been anted If it cannot be so use or if the conditions under which this permit is issued cannot be complied with the holder should without delay sell the foreign exchange to an Authorised Dealer.

See Chapter 7	Para 6
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APP. 5	2
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(Endorsement by the Authorised Dealer)

St. No.	Date of remittance	Amount remitted	Balance	Stamp and Signature of the Authorised Dealer	Remarks

Declaration for remittance received from foreign country of amount equivalent to US \$ 2000/- and above

I/We do hereby declare that I/we have received remittance of _____

(Amount and Currency in figures and in words)

_____ remitted or

to be remitted by _____ on account of _____
(name and address of remitting bank)

_____ for the purpose of _____

name and address of remitter) _____ (purpose of remittance)

(Name of Applicant)

Nationality _____

Date..... Address _____

Signature and Stamp of the applicant

From 'C': Inward Remittance of Tk. equivalent to us \$ 2000/-and above.

Month	Country making Payment			Purpose				Amount in (State Currency)					

Coded by _____

Checked by _____

Purpose of remittance _____

We hereby certify that we are Satisfied as to the identity of the applicant and that we have seen documentary evidence which satisfies us as to the bonafides of the declaration made on this form.

Date.....

Signature and Stamp of the Authorised Dealer

See Chapter 8	Para 2
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APP. 5	3
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(Space for use by the Bangladesh Bank)

BANGLADESH BANK
Foreign Exchange Policy Department

Dated.....

Assistant Director

Note: Full details must be given for all remittances which are of capital nature. In the case of amounts for investment in Bangladesh in shares or business, the reasons why the investment is required must be clearly indicated. In the case of the remittance of the sale proceeds of securities the name of the true owner of the securities must be given and also the approximate date of purchase.

**APPLICATION FORM FOR NON-RESIDENT
FOREIGN CURRENCY DEPOSIT ACCOUNT**

A/C. No.....
L. F. No.....
.....

To
.....
.....

Dear Sir,

I/We enclose Foreign Currency notes/draft No.....issued by.....
/have sent you a TT/MT through.....in favour
of my/our account for an amount of.....which amount may please be placed in fixed
deposit at the current rate of interest for a period of.....in my name/our joint names
as shown below:-

- i)
- ii)
- iii)
- iv)

The principal amount of the deposit/s in my/our name/s and interest thereon are to be held at the/my disposal of (1) either of us or survivor (2) both of us jointly or survivor (3) any.....of us or anyof the survivors of us or the survivors or the last survivor of us, until you receive instructions to the contrary from both/all of us.

I/We hereby declare that I am/we are non-resident Bangladeshi/of Bangladesh origin. I/We understand that the above account will be opened on the basis of the statements/declarations made by me/us and I/we also agree that if any of the statements /declarations made herein is found to be not correct in material particulars, you are not bound to pay any interest on the deposit made by me/us.

I/We agree that no claim will be made by me/us for any interest on the deposit/s for any period after the date/s of maturity of the deposit/s unless a written instruction is given by me/us for its renewal before maturity. I/We agree to abide by the provisions of the Non-Resident Foreign Currency Deposit Account Scheme.

See Chapter 10	Para 13
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APP. 5	4
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A set of specimen signatures on a separate sheet duly authenticated by a bank/Bangladesh Embassy/Notary Public/person known to your bank is also attached for your records.

Standing instructions, if any

Yours faithfully.

	Signature	Nationality	Occupation.
Name
1.
2.
3.
4.

Address of the first Depositor

Specimen Signature.

Mr will sign thus

Mr will sign thus

Mr will sign thus

Mr. will sign thus

FE-30
NAME AND ADDRESS OF THE AUTHORIZED DEALER BANK

Monthly Statement of NFCD transactions for(Month)(Year).

Currency: Pound Sterling/US Dollar/EURO/Japanese Yen.

Sl. No	Deposits	Amount
1.	Opening Balance a) Bangladesh nationals b) Foreign nationals, firms, companies etc.	
2.	Amount received from abroad including local deposits to NFCD Accounts, as per FE circular No. 28 of 1982. (Please attach a list of country wise figures).	
3.	Amount received by way of transfer from other FC Accounts	
4.	Amount received from abroad from the foreign nationals, companies/firm and institutional investors etc. for deposit to their NFCD Accounts as per FE circular No. 44 of 1986 (Please attach a list of country wise figures)	
5.	Interest credited to accounts a) Bangladesh nationals b) Foreign nationals, firms/companies etc.	
6.	Other receipts.	
TOTAL		_____

Sl. No	Withdrawals	Amount
1.	Transfer abroad to the Account holders (Bangladesh nationals)	
2.	Transfer to FC Accounts of Bangladesh Wage Earners	
3.	Transfer abroad to the account holders (Foreign nationals and foreign firms/companies etc.)	
4.	Miscellaneous payments	
5.	Closing balance a) Bangladesh nationals b) Foreign nationals, firms/companies etc.	
TOTAL		_____

NAME, AND ADDRESS OF THE AUTHORIZED DEALER BANK

Monthly Statement of RFCD transactions for(Month).....(Year).

Currency: Pound Sterling/US Dollar/EURO/Japanese Yen.

<u>Serial No.</u>	<u>Deposits</u>	<u>Amount</u>
(1)	Opening Balance	
(2)	Deposits during the month under report	
(3)	Credit on account of interest earned	
	Total	

<u>Serial No.</u>	<u>Withdrawals</u>	<u>Amount</u>
(1)	Transfers abroad under instruction from account holders	
(2)	Issues in the form of Cash/TC/Draft on account of travel abroad by account holders	
(3)	Amount encashed to Taka	
	Total	

Closing balance

Signature and designation of authorized officer

FORM QA 22

(Form of undertaking to be furnished by foreign nationals resident in Bangladesh and companies and firms whose head offices are outside Bangladesh for maintaining bank account.)

To,

The Manager,

.....

(Name and address of Bank)

Dear Sir,

We hereby certify that the credits paid into my/our account with your bank relate normally to my/our trading business in Bangladesh only and consist of the following:—

(Here state the principal sources from which Taka payments into the account are derived, e.g. payments received for goods sold, stating general nature of goods).

In consideration of the Bangladesh Bank agreeing to dispense with my/our completing Form A in respect of every credit to my/our account, other than from non-resident account, I/we undertake that I/We will not make available to any person or firm in Bangladesh any foreign currency which may be at my/our disposal, against reimbursement in Taka, without first having obtained the permission of the Bangladesh Bank (through an Authorised Dealer) by completing Form A-7 in respect of the Taka payment to my/our account. I/We further agree to complete Form A-7 in respect of any payments into the account which may not be directly connected with my/our trading activities in Bangladesh, or which represent remittances received from overseas.

Yours faithfully,

Signature of applicant

Dated.....

Full name of applicant..... Nationality.....
Passport No..... datedissued by.....
Occupation.....Address.....
 Date of arrival in Bangladesh.....

We certify that to the best of our knowledge and belief the information given above is correct.

Dated

*Stamp and Signature of
 Authorised Dealer*

Note: This form should be completed in duplicate and submitted to the Authorised Dealer with whom the account is desired to be opened.

Form A 7

(Application to transfer Bangladesh Taka from/to a private Non-Resident Account held in Bangladesh.)

N.B.— (1) This form should be used only when payment is made in Bangladesh Taka to/or from an account in the name of a person or firm other than a bank resident outside Bangladesh.

(2) This form should be completed in duplicate when the transfer is from one non-resident account to another.

I/We the undersigned apply for permission to transfer/pay Taka _____

_____ Say _____ from/to the account of
(in figures) (in words)

_____ (name and address of transferee/transferer or full title of account debited/credited stating

_____ at _____ to/from
the country of residence) (insert name of bank with whom account is kept)

_____ (name and address of transferee or full title of account credited/debited stating the country of residence)

_____ at _____
(insert name of bank with whom account is kept)

for the purpose stated below:

I/We declare that the statements on this form are true, that the transfer is solely for the purpose specified above and that this purpose in no way contravenes the provisions of the Foreign Exchange Regulation Act, 1947.

Name of Applicant _____

Nationality _____

Address _____

Dated _____

*Stamp and Signature (s)
of the applicant*

See Chapter 12	Para 4
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APP. 5	8
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<p>We hereby certify that the statements overleaf are to the best of our knowledge correct and that we have seen documentary evidence in support thereof, and allowed transfer in terms of para 8 of Chapter 12 of the guidelines for Foreign Exchange Transactions/apply for permission of the Bangladesh Bank to effect the transfer.</p>	
<p><i>Dated</i></p>	<p><i>Signature and Stamp of the Authorised Dealer</i></p>
<p>Space for use by the Bangladesh Bank</p>	
<p>BANGLADESH BANK Foreign Exchange Policy Department</p>	
<p>Date</p>	<p><i>Assistant Director</i></p>

Note: The approval of the Bangladesh Bank will remain valid for one month from the date of approval.

Quarterly Statement of Transactions in the Non-resident Investor's Taka Account opened for investment in shares/ securities through Stock Exchange in Bangladesh.

Name of the Authorised DealerStatement for the quarter ended
Year.....

1. Name of the account holder, account number and address.....Nationality.....

2. Name of the nominee and addressNationality.....

3. Opening balance of the account in Taka (at the beginning of the quarter)

4. Remittance-received from abroad/amount received through transfer from Foreign Currency Account maintained in Bangladesh during the quarter:—

i) Remittance received from abroad (The monthly return/statement in Which the transaction has been/will be reported, month.....
year.....)

ii) Amount-transferred from Foreign Currency Account maintained in Bangladesh (The monthly return/statement in which the transaction has
 been/will he reported, month.....year.....)

iii) Equivalent Taka amount credited against the foreign currency received as at (i) and (ii) above.

5, Particulars of shares/securities purchased during the quarter:

i) The name (s) of the company(ies) and the number(s) of shares/ securities purchased

.....ContdP/2

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- ii) The Face value (s) of shares/securities-
- iii) The Purchase price(s) of each unit of shares/securities
- iv) Name and address of the Stock Exchange member/Broker through whom the shares/ securities purchased
- v) Date(s) of purchase—
- vi) Copy(ies) of the certificate(s) issued by the concerned Stock Exchange member/broker as regards prevailing price(s) of the shares/ securities in the Stock Exchange market on the date(s) of purchase to be furnished.

6. Particulars of the shares/securities sold during the quarter:

- i) Name(s) of company(ies) and number(s) of shares/securities sold
- ii) The Face value(s) of shares/securities unit sale price(s).....
Date(s) of purchase and unit purchase price(s).....
- iii) Name and address of concerned Stock Exchange member/ broker through whom the sale has been effected
- iv) Date(s) of sale—
- v) Copy(ies) of the certificate(s) issued by concerned the Stock Exchange-member/broker as regard prevailing price(s) of the shares/ securities in the Stock Exchange market on the date(s) of sale to be furnished

7. Amount (s) deposited in Non-resident Investor's Taka Account from the sale(s) mentioned in serial No. 6 above and the date(s) of deposit:

8. Particulars of deposit(s) during the quarter into the Non-resident Investor's Taka Account on account of dividend/profit earned on shares/securities purchased from the balance of this account:

(Company-wise number of shares/ securities on which dividends have been received and Authorised Dealer-wise position of receipt of such dividends should be stated and attested copies of the relative credit advances from the concerned Authorised Dealers should be furnished).

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9. Particulars of outward remittance from the Non-resident Investor's Taka Account during the quarter:

- (A)
 - i) The amount of outward remittance representing the portion of foreign exchange brought in from abroad/transferred from Foreign Currency Account but not utilised for purchaser of shares/ securities-
 - ii) Date(s) of remittance.
 - iii) Amount in foreign exchange at the rate of exchange on the date of remittance—
 - iv) The monthly statement/return in which the transaction has been /will be reported to Bangladesh Bank
(monthyear.....)

(B) Particulars of outward remittance during the quarter representing dividend earned and credited to this account:

- i) Cumulative amount of dividend credited to this account (as per serial No. 8 above) as at the end of the quarter:
- ii) Cumulative amount of remittance of dividend effected upto the end of the previous quarter:
- iii) Amount remitted during the quarter (in Taka and in equivalent foreign exchange at official rate of exchange prevailing on date of remittance)
- iv) The monthly return/statement in which the transaction has been/will be reported to Bangladesh Bank
(month Year.....)

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- (C) particulars of remittance abroad representing sale proceeds of shares.
(if any) during the quarter:
- i) Amount remitted (in Taka and in equivalent foreign exchange)
 - ii) Amount(s) deposited in the account representing sale proceeds of shares/ securities and the date(s) of deposit
 - iii) Original purchase price(s) and date(s) purchase of the shares/securities sold
 - iv) The monthly return/ statement in which the transaction has been /will be reported to Bangladesh Bank.
(month..... year.....)
10. Amount debited from Non-resident Investor's taka Account in local currency for payment of charges, fees etc. and other local expenses during the quarter—
11. The closing balance at the end of the quarter (in Taka).

FOREIGN EXCHANGE REGULATION ACT, 1947

(Return of Securities required to be submitted under Section 19(l) of F.E.R. Act, 1947)

- (a) Full name and address of the owner by whom or on whose behalf the return is made _____

- (b) Description of the Security in full, including particulars as to whether it is a bearer bond, registered or inscribed stock etc. _____
- (c) Nominal amount of the Security _____
- (d) Whether the Security is free or encumbered and if tile latter, full details of the nature of the encumbrance including the amount of loans. or advances, if any, which have been taken against the security and the currency in which and the names and addresses of the persons from whom they have been taken _____
- (e) Place in which and name of the person with whom the security is deposited _____
- (f) Full name and address of the person for whose account the security is held (in case a person other than the owner is making the return) _____

Signature of owner or agent
(Full name and Address)

Stamp of the bank or stock-broker
through whom the return is lodged
with Bangladesh Bank.

Place

Date

Note: This return (original and duplicate both completed) may be submitted to the Bangladesh Bank either direct at any of its offices or through any bank or recognised stock-broker. In the latter case, the bank or broker will stamp the return with his name stamp. A separate form Must be used for each security.

**FORM OF CERTIFICATE TO BE ISSUED BY THE
AUTHORISED DEALER IN CASE OF IMPORT ON
f.o.b. BASIS WHERE FREIGHT IS TO BE PAID IN
BANGLADESH TAKA**

C E R T I F I C A T E

Certified that the amount of freight payable in Bangladesh Taka _____
(Amount)
as indicated on the Bill of Lading No. _____ dated the _____ in respect
of _____ imported by Messrs _____
from _____ per s.s. _____ has been duly
endorsed on the Exchange Control Copy of the relative L.C. Authorisation Form No. _____
_____ dated the _____
under our stamp and signature.

Date.....

*Signature and Stamp of the
Authorised Dealer*

**BANGLADESH BANK
FOREIGN EXCHANGE POLICY DEPARTMENT**

FORM OF UNDERTAKING

(To be furnished by the importer for making advance remittances for import of specialised or capital goods).

In consideration of Bangladesh Bank permitting me/us an advance remittance of _____ to _____ I/We hereby undertake that the amount so remitted by me/us will be used solely for the purpose of payment for the goods described below to be imported into Bangladesh from _____ in accordance with the regulations in force regarding such imports. I /We declare that the goods will be so imported by me/us on or about _____ and I/We under Lake to produce to the Bangladesh Bank documentary evidence in respect of goods so imported including the Exchange Control Copy of the Customs Bill of Entry and suppliers invoice in original. I/We further declare that the amount paid by me/us in advance will be deducted from the c&f invoice value of the goods imported and that the deduction will be shown on the invoice.

Name and address of the supplier	Invoice value of goods	Quantitative description of goods	Country of origin	Particulars of L.C. Authorisation Form

Signature and Stamp of the
Importer

Name of the Importer _____

Address _____

Registration Number with CCI & E _____

Date.....

*Signature and Stamp of the
Authorised Dealer*

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IMP No	AD's Code			Serial No				Year	

**FORM IMP
For Imports only**

[Original copy for Bangladesh Bank and duplicate for AD's matching with EC. Copy of Bill of Entry/Customs certified invoice]

**FORGEING EXCHANGE REGULATION ACT, 1947
Application for Permission under Section 4/5 of the Foreign Exchange Regulation Act, 1947
to Puchase Fo reign Exchange for Payment of Imports.**

Name and address of the Authorised Dealer effecting the remittance _____

I/We, the undersigned hereby apply for permission to remit _____

(Amount in foreign currency in figures and in words)

_____ to _____

(Name and address of the beneficiary)

for goods imported/to be imported by me/us as per details given below.

1			2	3	4	5		6	7
L.C. Authorisation			Form Registration No. of L.C. Authorisation Form with Bangladesh Bank Registration Unit	Description of goods	I.T.C. No.	Quantity of goods		Invoice value in Foreign Currency (f.o.b/c&f)	Country of origin
Number	Date	Value in Taka				Unit	Quantity		

8	9	10	11	12	
Port of Shipment	Name of Steamer/Airline and date of shipment (if goods are sent by post state so)	Port of importation in Bangladesh or name of country of ultimate destination if other than Bangladesh	Indentor's name and address	Indentor's Registration No. with	
				CCI &E.	Bangladesh Bank

.....Contd.....P/2

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1. I /We declare:

- (a) That the above payment is due and that I/we have not already obtained exchange to payment of (any of) these goods, nor have I/we made any other application for that purpose.
- (b) The amount of Foreign Exchange mentioned above represents the correct prevailing market price for these goods on the date of contract in country of Export.
- (c) That I/we am/are neither connected with the exporters abroad directly or indirectly nor do I/we have any financial or other interest in the exporters abroad.

2. I/We certify that the above import is covered by a valid L.C. Authonisation Form duly registered with die Bangladesh Bank as indicated above.

3. I/We undertake to clear the goods for consumption in Bangladesh within four months of the (late of this application and shall, before the expiry of that period, surrender to the Bangladesh Bank through yourselves the EXCHANGE CONTROL COPY/IES OF THE CUSTOMS' BILLS OF ENTRY FOR CONSUMM10N IN BANGLADESH or certified invoice/s covering die above goods, alongwith the Duplicate copy of this form (See note (a) below).

4. I/We declare that the statements made in this application are true to the best of my/our knowledge and belief.

5. I/We assume full responsibility for complying with the povisions of (he Foreign Exchane Regulation Act, 1947 and rules, orders and directions made or issued thereunder.

Full name and address of
the applicant.....

Perpro
Signature and Stamp of the Importer

.....
Registration No. with C.C.I. & EDate

(This form shall be signed by the Importer or his authorised Agent)

(To be completed by the authorised Dealer)

1. We hereby certify that die statements made by the applicant in this form are to the best of our knowledge correct and that we have seen documentary evidence in support thereof.

2. The remittance has been made in accordance with method of payment as per existing Exchange Control Regulations:

Date

Signature and Stamp of Authorised Dealer.

See Chapter 15

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BANGLADESH BANK APPROVAL (If required)
(Valid for 30 days from the date of approval)

Approved

for.....

(Amount in words & figures)

Approval No.Date.....

(Seal and signature)

(CODING OF THE TRANSACTION BY AUTHORISED DEALER)

Month	Country Receiving Payment	Country of origin of goods	Commodity	Quantity of goods		Place of importation	Type of LCAF	Currency	Amount
				Unit	Quantity				

Coded by _____

Checked by _____

Date

*Signature and Stamp Of the**Authorised Dealer***NOTES FOR IMPORTERS:****(PLEASE READ CAREFULLY)**

- (a) 'I.M.P'. Forms are in sets of two forms in each. The importer should complete and sign both copies of the forms and hand them over to the Authorised Dealer (Bank) through whom the remittance is being made without separating the individual copies.
- (b) The form should be completed in every required detail. There should be no alterations or deletions in the wording of the form except where provided. The form should be signed by the Importer or his Authorised Agents holding Power of Attorney from the original importer. Importers are advised that a false statement on this form constitutes an offence under Section 22 of the Foreign Exchange Regulation Act, 1947. Omission of essential information constitutes a false declaration.
- (c) The attention of Importers is drawn to sub-section 3 of the Section 4 of the Foreign Exchange Regulation Act, 1947. Exchange sanctioned for a particular purpose must be utilised for that purpose only and all conditions attaching to the sanction must be complied with. If any of the prescribed conditions cannot be fulfilled and as a result the exchange cannot be utilised in whole or in part for the purpose for which it was sanctioned, the unutilised amount must immediately be refunded through an Authorised Dealer in foreign exchange in Bangladesh.

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NAME OF THE BANK _____

ADDRESS OF THE BRANCH _____

**STATEMENT OF CASES WITH MATERIAL DISCREPANCIES BETWEEN PARTICULARS IN IMPORT
DOCUMENTS AND IN THE EC COPY OF BILL OF ENTRY/CUSTOMS CERTIFIED INVOICE
AS AT THE QUARTER ENDED ON.....**

IMP form No.	Name of Importer with Full address	Item of import (in brief)	Invoice value	Amount remitted with date	Source of Foreign Exchange (cash/loan/grant barter etc)	Month of return/schedule in which the transaction was reported to Bangladesh Bank	Details of discrepancy between particulars in the import documents and the EC copy of bill of entry/customs certified invoice	Whether taken up with the importer (please quote letter No. & date)	Explanation if any submitted by the importer	Other remarks, if any
1	2	3	4	5	6	7	8	9	10	11

We certify that all outstanding cases of material discrepancies in the import documents including those pending from the previous quarters have been listed in the above statement

Authorised Signature with Seal
Date

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NAME OF THE BANK _____

ADDRESS OF THE BRANCH _____

**STATEMENT OF NON-RECIPT OF EXCHANGE CONTROL COPY OF BILL OF ENTRY/CUSTOMS
CERTIFIED INVOICE WITHIN DUE TIME AS AT THE QUARTER ENDED ON**

IMP form No.	Name of Importer with Full address	Item of import (in brief)	Invoice value	Amount remitted with date	Source of Foreign Exchange viz (cash/loan/grant/barter and so forth)	Month of return/schedule in which the transaction reported to Bangladesh Bank	Whether taken up with the importer (please mention letter No. & date)	Brief account of explanation, if any, submitted by importer	Other remarks
1	2	3	4	5	6	7	8	9	10

We certify that all outstanding cases of non-receipt of import documents within the specified period including cases pending from tire previous quarters have been listed in the above statement.

Authorised Signature with Seal
Date.....

**STATEMENT OF L/CS OPENED UNDER LOANS/C R EDITS/G RANTS
REQUIRING DEPOSITS OF COUNTERPART TAKA FOR THE MONTH
OF _____ 2**

Name of the Designated Bank

SI. No.	L/C No. & Date	Name & address of importer	Identifying name of Low/credit/grant under which L/C was opened	Amount of L/C opened.		Last date of shipment under the L/C.	Probable date of receipt of import documents in Bangladesh	Indicate the arrangements made with importer for deposit of Counterpart Funds on receipt of import documents.	Any other remarks
				in foreign currency	in Bangladesh Taka.				
1	2	3	4	5	6	7	8	9	10

(To be submitted to the Bangladesh Bank by the 15th of every month).

Seal & Signature of the Designated Bank

Date

STATEMENT OF DISCREPANT BILLS RECEIVED ON COLLECTION BASIS

Sl. No.	Name & address of the importer	Name & address of importer's bank	Bill No. & date	Identification of the loan/ credit/ grant	Description of goods	Date of receipt of the documents by designated bank	Date of acceptance of documents	Bill amount		
								Foreign currency	Rate of exchange applied	Bangladesh Taka
1	2	3	4	5	6	7	8	9	10	11

Signature & Seal of the Designated Bank

Date

STATEMENT OF DEPOSIT OF COUNTERPART TAKA FUNDS.

SI. No	Name & address of the importer	L/C No. & date	Identification of the Loan/ Credit/ Grant	Description of goods	Date of Negotiation of bills/ documents	Date of receipt of documents in Bangladesh	Bill No. & date	*Bill amount			Date of deposit of counterpart Taka funds	Reasons for delay, if any, in depositing counterpart Taka funds
								Form Currency	Rate of exchange applied	Bangladesh Taka		
1	2	3	4	5	6	7	8	9	10	11	12	13

*If forward -cover is taken, indicate the month in which the forward sale has been reported as per para 10 of Chapter VI of this Manual.

Date

*Signature & Seal of the
Designated Bank*

FORM FP

**FORM OF DECLARATION' TO BE FURNISHED BY SHIPPING/AIRLINE CO./AGENT
WHEN APPLYING FOR REMITTANCE OF SURPLUS FREIGHT AND PASSAGE
MONEY DUE TO FOREIGN OWNERS OR OPERATORS**

Foreign Exchange Regulation Act, 1947.

Remittance of _____ A/C S.S/ Airline _____
(Amount)
to M/s _____ of _____
(Ship owners or operators) (Address)

We _____ agent for the above vessel certify that the above sum
(Full name of Agent)
represents freight and passage money earned by this vessel/Airline less our commission,
expenses and all disbursement made by us on account _____

_____ as per statement given below and this sum is now due to be paid to them, they being the owners/
operators of the vessel/Airline. We further confirm that the regulations prescribed by the
Bangladesh Bank have been fully complied with in collecting the freight and passage money. We
further confirm that the amount applied for, will be remitted out of the funds held to the credit of
the said principal without recourse to any loan/overdraft.

- I. Balance brought forward _____
2. Passage and Freight collections:
 - a) Freight on Export (As per statement in Form shipping I enclosed) _____
 - b) Freight on Import (-do) _____
 - c) Passage collections (-do) _____
3. Booking of passages and freight on credit raised during the month as per details enclosed _____
4. Inward remittances received, if any, as per Bank encashment certificate enclosed _____
5. Total (1+2+3+4) above _____
- Less:
6. Outstanding Export/Import/Passage bookings on credit as per detailed statement enclosed _____
7. Disbursements made as per disbursement statement enclosed _____
8. Remittances allowed by the AD _____
9. Total (6+7+8) above _____
10. Net Remittable/receivable _____
11. Amount applied for remittance _____
12. Balance carried over _____

*Signature and Stamp of the
Shipping Co. / Airline/Agent*

Date

**Statement of Freight/Passage Collection and Disbursement in
Bangladesh for the month of**

SI. No.	Particulars	(Amount in Taka)
1.	Passage and Freight Collection:	
	(a) Export from Bangladesh as per freight manifest enclosed	
	(b) Import into Bangladesh as per freight manifest enclosed	
	(c) Passage collection as per passage Statement enclosed	
2.	Inward remittances received if any, as per Bank encashment certificate enclosed	
3.	Total (1+2 above)	
	Less:	
4.	Disbursements made as per disbursement statement enclosed	
5.	Total (3- 4)	
6.	Amount remittable	
7.	Amount applied for remittance	

Date

*Signature and Stamp of the
Airline / Agent,*

Statement of Passages sold/Tickets issued by the Airlines for the month ended19
Name and Adress of the Airline.

SI. No.	Ticket No. and date of issue	Name of Traveller	Nationality & whether resident of Bangladesh or non-resident	Date of Departure	Name of Airline	Destination to which Travelling	Route of Journey	Particulars of passport/pilgrim pass			If sanction of the Bangladesh Bank obtained on Form P. quote the reference of control's sanction	Amount	Remarks
								Date	No.	By whom granted			
1	2	3	4	5	6	7	8	9	10	11	12	13	14

I/We declare that the passenger whose particulars are given above actually travelled on die date shown in column No. 5 and the above passages have been properly recorded in our books.

Date

Signature and Stamp of the Airline

Disbursement Statement for Airlines for the Month of

Name and address of the Airline

	Items	Amount in Tk.
1 .	Airport Expenses: (i) Catering (H) Handling (iii) Landing charges (iv) Repairs and maintenance (V) Uplift of fuel/oil (vi) Sundries	
2.	Agency Commission: (i) Passage (ii) Cargo	
3.	Income Tax	
4.	Crew Expenses. (i) Hotel Bill (ii) Transport (iii) Daily Allowances (iv) Sundries	
5.	Office Expenses: (i) Salaries, overtime (ii) Provident Fund (iii) Taxes (iv) (a) Officerent (b) House rent of accommodation, if provided to staff (v) Telephone and telex (vi) Printing and Stationery;(vii) Postages and Telegrams. (vii) Conveyance and Company Car (ix) Advertisement and Publicity (x) Office equipments (xi) Electric/Gas consumption charges. (xii) Sundries.	
6.	Refunds: (i) Passage (ii) Cargo	
7.	Entertainment	
8.	Furniture and Fixture	
9.	Customs duty etc. on gift articles	
10.	Local purchases of gift articles	
11.	Miscellaneous	
	Total :	

Date.....

Stamp and Signature of the Airline

Statement of cancellation or refunds of passages for the month of 2

Name and address of the Airline

SI. No.	Name of Traveller	Passport or Pilgrim Pass No.	Particulars of monthly return in which booking was reported to the Bangladesh Bank	Amount refunded	Remarks

We hereby certify that the above refunds have been given by us as per foreign exchange regulations in force.

Date

Signature and Stamp of the Airline

**Details of Credit Bookings of Passage and Freight realised
in cash during the month of**

Name and address of the Airlines

Particulars of the Outstanding Credit Statement in which the bookings made on credit were reported			Name of the Shipper/ Importer/Passenger	Freight/Passage amount raised (in Taka)
Items	Month	Serial number at which the credit item appears in the outstanding credit Statement		
A. EXPORTS				
B. IMPORTS				
C. PASSAGES				
GRAND TOTAL				

Date

Signature and Stamp of the Airline.

**Details of Outstanding Bookings of Passage and Freight on Credit
for the month of**

Name and address of the Airlines

	SI. No.	Name of the Shipper/ Importer/Passenger	Particulars of Passage Statement in which the credit booking reported		Outstanding Freight and Passage amount (in Taka)	
			Month	Serial number of the passage/ Freight manifest at which the credit item appears		
A. EXPORTS						
B. IMPORTS						
C. PASSAGES						
			GRAND TOTAL:			

Date

Signature and Stamp of the Airlines

FORM SHIPPING ¾ 1
To Be Submitted in Duplicate

**STATEMENT OF FREIGHT/PASSAGE COLLECTIONS IN RESPECT OF
FOREIGN VESSELS AND DISBURSEMENTS IN BANGLADESH FOR THE
QUARTER ENDED**

1. Name of Foreign Ship-owners/Charterer _____
2. Address _____
3. Name & address of Shipping Agent _____

(1)	(2)	(3)	(4)	(5)	(6)			(7)	(8)	(9)
Sl. No.	Name of the Vessels	Date of arrival	Date of departure	Port of sailing	Collections in Taka during quarter (both cash and credit) as per Import/Export Manifests/Bill of Lading			Inward Remittances as per bank certificate	Inter agent transfer (receipts)	Outstanding Passage/Freight relating to previous period realised in cash during the quarter
					Freight		Passage			
					Export	Import				
					A	b	C			

Enclosure: (1) Supporting statements and documents for columns 6, 7, 8, 11 (b, c & d) & 13
(2) A certified true copy of the voyage accounts rendered to the principal.

(Continued next page)

See Chapter 16 **Para 1(vi)(a)**

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(10)	(11)						(12)	(13)		(14)
Gross Collections (6+7+8+9)	Deductions/Disbursements as per statements attached						Net Balance payable/ Receivable	Freight Payable outside Bangladesh as per Import/Export manifest Advice		Remarks
								Outstanding passage/Freight on Credit relating to the collections of the current quarter not yet realised as per statement	Total of disbursements (as per disbursement statement)	
	a	b	c	d	E	f				

SUMMARY: Balance B/F from previous quarter (+/-) _____
 Add Subtract this quarter (+/-) _____
 C/O to next quarter _____

Stamp and Signature of the Shipping Co./Agent

Form Shipping 11

(In Support of column 9 of
the statement Form
Shipping 1)

**DETAILS OF CREDIT BOOKINGS OF PASSAGE AND FREIGHT
REALISED IN CASH DURING THE QUARTER ENDED**

Particulars of the Outstanding Credit Statement in which the bookings made on credit were reported			Name of the Vessel And Shipowners/Charterer	Freight/Passage Amount realised (in Taka)
Items	Quarter	Serial number is at which the credit item appears in the outstanding credit Statement		
A. EXPORTS				
B. IMPORTS				
C. PASSAGES				
Grand Total:				

*Stamp and Signature of the
Shipping Company/Agent.*

Form Shipping III
(In support of column 11 (a) of statement
Form Shipping-I)

**DETAILS OF OUTSTANDING BOOKINGS OF PASSAGE AND FREIGHT ON CREDIT FOR
THE QUARTER ENDED RELATING TO THE CURRENT QUARTER ONLY.**

Name and address of the Shipping Company/Agents _____

Item	Bill of Lading Number	Port of discharge/destination	Date of sailing	Port of sailing	Name of the vessel	Name of Shipowners/charterer	Outstanding freight and passage amount in Taka
	2	3	4	5	6	7	8
A. EXPORTS							
B. IMPORTS							
C. PASSAGE							
Grand Total							

Signature and Stamp of Shipping Company/Agents

Form Shipping IV.

(In support of column 11 (b) of the statement Form Shipping-I)

BREAKDOWN OF DISBURSEMENTS

S.S./M.V. _____ Nett. Regd. Tons _____ Arrived _____ Sailed _____

Items		Amount in Taka
1.	Port Charges:^{3/4} a) Port dues, Pilotage etc. b) Berth fees, hire of canes etc. c) Water supply charges. d) Sundries	
2.	Customs Charges a) Light dues b) Custom penalty. c) Custom overtime d) Sundries	
3.	Cargo Handling Costs: a) Contract rates (Stevedoring) b) Addl. labour & overtime c) Lighterage d) Cartage e) Cleaning holds f) Dunnage supplied g) Tallying h) Sundries	
4.	Victualling & Store Supplied*	
5.	Repairs*	
6.	Other Vessel Expenses* a) Cable and Telexes b) Postages c) stationery d) Advance to Master e) Wages paid to Bangladeshi crews f) Staff overtime & conveyance g) Medical fees h) Fumigation i) Laundry j) Cost of passages k) Sundries	

.....Contd.....P/2

See Chapter 16	Para 1(vi)(d)
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7.	Freight and passage Brokerage a) Rebate paid to exporters and importers b) Freight brokerage c) Passages brokerage
8.	Agency fees & commission a) Inward cargo b) Ourtward cargo c) Passage d) Mails
9.	Miscellaneous expenses*: a) Advertising and Publicity. b) Hotel bills c) Sundries
10.	Income ax.
11.	Provisions for other disbursements due but not yet paid (Please give details)
12.	Refund/ Cancellation of Passage/ Freight Bookings (Please enclose detailed statement as prescribed).
13.	Gross Total Expenses
14.	Add/ Subtract: Adjustments for provision made under item 11 in previous period subsequently found to be short or in excess (Please specify items and the quarterly statement to which these relate)
15.	Net total disbursement for the quarter.

*Expenses under those heads involving an amount of Tk. 9500 or over should be supported by relevant bills/ receipts/vouchers etc.

*Signature and Stamp of the
Shipping Company.*

FORM SHIPPING-V
(In support of item 12 of the
statement for breakdown of
disbursement Form Shipping-IV)

**STATEMENT OF CANCELLATIONS OR REFUNDS OF FREIGHT/PASSAGES
TO BE SUBMITTED BY THE SHIPPING COMPANY**

Name and address of the Shipping Company for the quarter ended2

S1. No.	Name of Vessel	Name of Travellers	Passport or Pilgrim Pass No.	Particulars of the quarterly return in which booking was reported to the Bangladesh Bank	Amount refunded	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

We hereby certify that the above refunds have been given by us with the approval of the Bangladesh Bank, where applicable.

Date

Signature and stamp of the Shipping Company

(In support of column 6c of the quarterly statement Form Shipping-1)

STATEMENT OF PASSAGES SOLD/TICKETS ISSUED BY THE SHIPPING COMPANY FOR THE QUARTER ENDED _____

.0Name and address of the Shipping Company_____

Sl.	No Ticket No. and date of issue	Name of Traveller	Nationality & whether resident of Bangladesh or non-resident	Date of Departure	Name of Ship	Destination to which Travelling	Route of Journey	Particulars of Passport/Pilgrim Pass			If sanction of the Bangladesh Bank obtained on Form 'P', quote reference of the Control's sanction	Amount	Remarks
								Date	No.	By whom granted			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)

I/We hereby declare that the passengers whose particulars are given above actually travelled on the dates shown in column No.5 and the above passages have been properly recorded in our books.

Date

Signature and Stamp of the Shipping Company

See Chapter 16	Para 2A(i)
See Chapter 19	Para 11 (i)

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FOREIGN EXCHANGE REGULATION ACT, 1947

Application to effect booking of passages by sea
or air or any other mode of conveyance on payment
in Bangladesh Taka

FORM "P" (DUMMY)

I/We apply for permission to book the undermentioned. passage/s for journey from
to.....as per details given below: -

Name of Shipping/ Airlines or other method of conveyance	Name of Steamer/ Flight No./Date of departure	Destination	Route	Class of passage i.e. first class/ tourist class etc. (as the case may be)	Cost of passage in Bangladesh Taka		
					Biman	Foreign Carrier	Total
1	2	3	4	5	6	7	

1. (a) Full name, nationality & address of the applicant
- (b) Full name of the passenger (s)

.....Contd P/2

See Chapter 16	Para 2A(i)
See Chapter 19	Para 11 (i)

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2. Naionality Of the passenger, his passport No. and date of issue.....
3. Relationship between applicant and passenger
4. Length of residence of passenger in Bangladesh
5. Profession or business of passenger while in Bangladesh
6. Purpose of visit for which passage is desired to be booked
7. The date on which the country of destination was visited last
8. Was permission of the Bangladesh Bank sought for this passage in the past by the passenger or by the applicant or any person in [its behalf]? If so, the name of the office of the Bangladesh Bank at which application was made Previously and its outcome may be disclosed
9. In the case of *Non-Resident Passengers:
 - (a) How funds were obtained for support while in Bangladesh?.....
 - (b) Particulars *Of* remittances received from abroad
10. In case of rebated passage, certificate from airline concerned should be enclosed indicating grant of rebated passage facility under "IATA" Regulations.....
11. Consideration for which the rebated passage Its been granted

I declare that the information furnished by me above is correct and in the event of its being not correct,

I hold myself liable for such action as may be deemed fit under the Foreign Exchange Regulation Act, 1947.

Date

Signature of *the applicant*

*For this purpose, the , term "Non-resident" is meant foreign national resident in Bangladesh for less than six months.

See Chapter 16	Para 2A(ii)
See Chapter 19	Para 11(ii)

"FORM P - 2"

APP. 5	33
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(To be Submitted in Duplicate)

**APPLICATION TO BOOK PASSAGE FOR A DESTINATION
OUTSIDE BANGLADESH AGAINST TICKET ADVICES/
TICKETS PAID FROM ABROAD OR 100% REBATED TICKETS**

1. (a) Full name and address of the applicant _____
 (b) Full name/s of the passenger/s _____
2. (a) Nationality of the passenger/s, Passport
 Number/s & date/s of issue _____
 (b) Purpose of visit for which passage is
 desired to be booked _____
3. Full name, address, nationality and
 occupation of the person who has
 made payment to the ticket outside
 Bangladesh. In case of 100% rebated
 ticket, certificate from the airline
 concerned should be enclosed
 indicating grant of 100% rebated
 passage facility under the IATA
 Regulations.' _____
4. Consideration for which payment has
 been made by the person at 3 above
 or the consideration for which 100%
 rebated passage has been granted by
 the airline _____
5. Exact relationship of the applicant with the
 Payer. _____

A copy of the P.T.A. or a certificate from the local office of the airlines indicating the amount received in foreign exchange together with its Taka equivalent received by their office abroad should be attached. The name of the person favouring whom such payment has been received abroad should be clearly indicated.

(Signature of the Applicant)

See Chapter 16	Para 2A(ii)
See Chapter 19	Para 11(ii)

"FORM P - 2"

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(To be Submitted in Duplicate)

(FOR USE IN THE BANGLADESH BANK)

Approval No

Date

Mesrsare hereby authorised to book passage for Mr./Mrs/
Missfor journey from.....to.....against 100% rebated ticket/
*ticket paid from broad as mentioned above. No payment is to be accepted in Bangladesh
Taka.

BANGLADESH BANK
FOREIGN EXCHANGE POLICYDEPTT.

Assistant Director

*Delete not applicable.

- Note:** i) This form should be completed in duplicate.
ii) The approval of the Bangladesh Bank is valid for three months from the date of approval.

See Chapter 16	Para 2A(iii)
See Chapter 19	Para 11(vi)(a)

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Serial No

Date of Issue

**PROFORMA OF ENCASHMENT CERTIFICATE OF
AUTHORISED DEALERS**

We certify having encashed Traveller's Cheques/ Drafts/ T. Ts/M. Ts/ Cash foreign exchange/foreign exchange from Foreign Currency Accounts for total amount of Bangladesh Takaas detailed below favouring Mr/Mrs/Miss/M/s.....

.....

Currency	Amount	Account No. which has been debited*	Date of Encashment	Name of the statement/ schedule and the period in which the relevant transaction has been/ will be reported

*Stamp and Signature of
Authorised Dealer*

*This will apply where foreign exchange is encashed by debit to a Foreign Currency Account.

See Chapter 16	Para 2A(iii)
See Chapter 19	Para 11(vi)(b)

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Serial No.

Date of Issue

CERTIFICATE OF AUTHORISED DEALERS

We certify that the *cheque/pay order Nodated
for Tk.....(Takaonly) has been issued *on/by debit to
Convertible Taka Account No.....maintained by us in the name of
Mr./Miss/Mrs/M/s.....as per Bangladesh Bank's Authority
No.

(State reference No. with date).

Date

*Seal and authorised signature of
Authorised Dealer*

*Strike out the words not applicable.

See Chapter 16	Para 2A(iii)
See Chapter 19	Para 11(vi)(vii)(viii)

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Serial No.

Date of Issue

CERTIFICATE OF AUTHORISED DEALERS

We certify that the cheque/pay order No..... dated.....
for Taka Say..... Taka.....has been issued
(state amount in words)

by us by debit to Current A/c. No.....maintained with us by M/s.....
.....
(Name of the Shipping Agent/Co.)

Date.....

Seal and authorised signature of
the Authorised Dealer

CERTIFICATE OF SHIPPING AGENT/COMPANY

It is certified that the amount of Bangladesh Taka stated above has been paid by us
towards the cost of air passage of.....crews for the sector.....
(number)

The amount will be reported by us in our Disbursement statement for the month of

Seal and Authorised Signature
Date

Particulars to be Furnished for Determination of Tax Liability u/s. 102 of the I.T. Ordinance, 1984 in respect of shipping business of non-residents

Name of the ship with Owner's/Charter's name and address	Voyage No.	Date of arrival at Bangladesh port with name of port	Probable date of departure with name of port	Description of Cargo loaded and No. of Passengers	Destination of cargo loaded and passengers	Weight/ Measurement
1	2	3	4	5	6	7

Rate of freight/fare charges	Total freight/fare received	Exchange Rate	Total freight/fare in terms of Bangladesh Taka	80% tax liability on total freight/fare in Taka plus surcharges, if any	Remarks
8	9	10	11	12	13

We solemnly affirm that the particulars furnished above are true to the best of our knowledge and belief.
(Agents)

1. Signature of the Deputy
Commissioner of Taxes

Date:

Seal:

2. Signature of Custom Authority

Date:

(Name and full address)

Seal:

3. Signature of Bangladesh Bank Authority

Date:

(Name and full address)

Seal:

**CONSOLIDATED STATEMENT SHOWING INCOME & EXPENDITURE
IN RESPECT OF FOREIGN SHIPPING AGENTS OF BANGLADESH
SHIPPING CORPORATION FOR THE QUARTER ENDED**

Sl. No.	Name & address of the foreign shipping agent	Credit balance from previous quarter	Freight collection during the quarter	Amount Received from BSC or any Other sources	Total (3+4+5)	Debit balance b/f from previous quarter	Total expenditure	Amount transferred to BSC's account, if any	Total (7+8+9)	Balance	
										Credit	Debit
1	2	3	4	5	6	7	8	9	10	11	12

Date

Stamp & Signature of the authorised persons of the Bangladesh Shipping Corporation

**CONSOLIDATED STATEMENT SHOWING EARNINGS &
EXPENDITURE IN FOREIGN EXCHANGE BY THE FOREIGN AGENTS
OF BANGLADESH SHIPPING CORPORATION FOR THE QUARTER
ENDED**

Foreign exchange earnings	Taka equivalent	Foreign exchange expenditure	Taka equivalent
1. Credit balance from the last quarter		1, Debit balance from the last quarter	
2. Total collection on account of freights a) Ship owned by the company b) Ship chartered by the company: i) Time chartered ii) Voyage chartered		2. Amount repatriated to Bangladesh during the quarter (Necessary repatriation certificate to be attached)	
3. Total collection on account of passage: a) Ship owned by the company b) Ship chartered by the company		3. Amount transferred to BSC's A/C abroad	
4. Miscellaneous earnings during the quarter: a) Refund on ship stores b) Refund on final adjustment c) Charter hire d) Commission e) Other receipts		4. Expenditures incurred abroad =d' the quarter (Details as per annexure 'A' at	
Total (Sl. 2 to 4)			
5, Funds remitted from Bangladesh (Quote approval No. & Date)			
Grand Total		Grand Total	

Not balance held abroad with agents Debit/Credit Tk.....
(Details of agent-wise position as per Appendix VI/BS)

We hereby declare that to the best of our knowledge the above figures are correct and include all the earnings and expenditures of the Company abroad and that no amount remains unaccounted for.

Place

Date

(To be submitted with Annexure A)

Stamp & Signature of the authorised persons
of the Bangladesh Shipping Corporation

Annexure-'A'

**CONSOLIDATED STATEMENT SHOWING EXPENDITURE IN
FOREIGN EXCHANGE EQUIVALENT BANGLADESH TAKA BY THE
FOREIGN AGENTS OF BANGLADESH SHIPPING CORPORATION
FOR THE QUARTER ENDED**

S1. No.	Nature of expenses incurred	Amount in Bangladesh Taka
1.	Bunker: a) Water b) Coal C) Oil	
2.	Port Dues	
3.	Repairs: a) Emergent Repairs b) Dry Docking	
4.	Ship Stores: a) Victualling b) Bonded c) Engine d) Dock	
5.	Advance to the Master: a) Bangladesh Nationals b) Foreign Nationals	
6.	Agency Commission/Fess: a) Imports b) Exports	
7.	Brokerage	
8.	Income Tax	
9.	Claims (Cargo)	
10.	Medical Expenses	
11.	Stevedoring, Tallying, etc. a) Inward Cargo b) Outward Cargo c) Dunnage Expenses.	
12.	Freight Collection/Refund	
13.	Charter hire	
14.	Travelling, Conveyance, etc.	
15.	Postage, Cables, Telephone, etc.	
16.	Air Freight	

.....Contd..... P/2.....

17.	Boarding/Loading	
18.	Transshipment Charges	
19.	Printing & Stationery	
20.	Advertisement	
21.	Laundry Charges	
22.	Entertainment Charges	
23.	Repatriation Expenses	
24.	Legal Expenses	
25.	Photo Charges	
26.	Miscellaneous Charges	
	Total:	
27.	Other Charges incurred by the Offices approved by the Control : Bangladesh Bank	
	a) Salaries etc. of Branch Office. b) Payment made to P & I Club c) Marconi Charges d) Conference Expenses	
	Grand Total:	

*Signature & Stamp of the authorised person of
the Bangladesh Shipping Corporation*

**CONSOLIDATED STATEMENT SHOWING BALANCE HELD ABROAD WITH BANKS,
MAIN AGENTS AND OTHER CREDIT AGENCIES FOR THE QUARTER ENDED**

Deposits/Credit				Withdrawals/Debit				Net Balances	
Opening credit balance	Funds Receivable From agent	Remittance from Bangladesh	Total	Opening Debit balance	For expenses abroad	Repatriated to Bangladesh	Total	Debit	Credit
1	2	3	4	5	6	7	8	9	10

We hereby certify that the information contained in this statement is true and correct in every respect to the best of our knowledge and belief and the statement gives complete information of all our foreign currency accounts allowed to be maintained.

Place

Date

*Signature & Stamp of the authorised person
of the Bangladesh Shipping Corporation*

Note: The statement should be submitted as at 31st March/30th June /30th September /31st December each year within two months from the close of the quarter to which it relates.

FORM OF STATEMENT OF EARNINGS AND EXPENDITURE TO BE SUBMITTED BY BANGLADESH BIMAN

1. NAME AND ADDRESS OF THE AIRLINE
2. NAME AND ADDRESS OF THE AGENT
3. NAME OF CURRENCY
4. FOR THE MONTH OF19

	RECEIPTS	Amount		PAYMENTS	Amount
1.	Balance from the last month (receivable)		1.	Balance from the last month (Remittable)	
2.	Remittances made during the month (Bangladesh Bank Approval No., date and amount) (i) (ii) (iii) Total:		2.	Amounts received in Bangladesh during the month (Bank Certificate to be attached)	
3.	Total collections on account of passage freight, excess baggage (Statement showing total passage and freight earnings separately, to be attached).		3.	Expenses incurred abroad during month (Statement giving breakdown of expenditure to be attached)	
4.	Miscellaneous earnings during the month (Refunds, other receipts etc.)		4.	Balance Receivable	
5.	Balance Remittable				
	Total:			Total:	

We hereby declare that to the best of our knowledge the above figures are correct and include all earnings of the Company abroad and no amounts remain unaccounted for.

Place

Date

Signature and Stamp of the Airline Company

QUARTERLY STATEMENT SHOWING EARNINGS AND EXPENDITURE IN BANGLADESH IN RESPECT OF VESSELS OWNED BY THE PRIVATE SHIPPING COMPANIES FOR THE QUARTER ENDED.....

Name and address of the Company

A. Earnings	Amount	B. Expenditure	Amount
Credit balance from the Last quarter		Debit balance from the last quarter	
1. Name of vessels: a) b)..... c)..... d)..... 2. Date of Sailing..... 3. Name of Port.....		1. Remittance to foreign agent: (Quote BB's approval No. & date and also purpose).	
		2. Vessel-wise expenditure (Vessel-wise expenditure shown in the schedule attached) a) b)..... c).....	
4. Total freight collection			
i) Ship owned by the Co. Export Import Passage ii) Ship chartered by the Co. Import Export Passage (Export/Import manifest/BL /Export certificates to be attached)		3. Other payments (State details)	
		4. Head office expenses (State details)	
5. Other receipts if any (State details)			
6. Fund received from abroad (Repatriation Certificate from the bank to be attached)			
Total:		Total:	

See Chapter 16	Para 7(a)
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Freight payable outside Bangladesh (State name of port where the freight will be received)	
Net Balance (A-B) Dr/Cr	

The figure will not be added to the total figure of earnings.

We certify that the particulars in the above statement are true and correct in every respect to the best of our knowledge and belief.

Place

Date.....

*Stamp & Signature of the authorised
person of the Company*

Note: Supporting Bill/Vouchers in respect of Expenditure for Tk,2,500.00 and above to be submitted.

(To be submitted with Annexure)

Name of Shipping Co EXPENDITURE SCHEDULE

Name of Vessel Voyage No.....

Name of Port Date of arrival

Date of Sailing

Sl. No.	Nature of Expenses	Voucher No.	Amount
1.	Port Charges :		
	a) Fort dues b) Pilotage etc. c) Berth fees d) Water supply charges e) Hire of cranes f) Sundries		
2.	Custom charges a) Light dues b) Custom penalty c) Custom overtime d) Sundries		
3.	Cargo handling costs a) Stevedoring b) Addl. labour & overtime c) Lighterage d) Dunnage supplied e) Tallying f) Sundries		
4.	Victualling & store supplied		
5.	Repairs		
6.	Other Vessel expenses a) Cable, telex & Postages b) Stationery c) Advance to Master (Quote custom permission No. & date) d) Wages paid to Bangladesh crews e) Staff overtime & conveyance f) Medical fees g) Fumigation h) Laundry i) Cost of passage (Quote approval No. & Date) j) Bunker supply during.... (month) (Quote approval No. & date) k) Sundries		

.....Contd.....P/2

7.	Freight and passage brokerage: a) Rebate paid to exporters/importers b) Freight brokerage		
8.	Agency fees & commission a) Inward cargo b) Outward cargo c) Passage d) Mails		
9.	Miscellaneous expenses a) Advertisement b) Hotel bills (Quote approval No. & date) c) Sundries		
10.	Income Tax		
11.	Provisions for other disbursements due but not yet paid		
12.	Refund/cancellation of passages/ Freight bookings		
		Total Tk.	

Date

*Stamp & Signature of the authorised
person of the Shipping Company*

**QUARTERLY STATEMENT SHOWING EARNINGS
AND EXPENDITURE OF THE FOREIGN AGENTS
OF BANGLADESH SHIPPING COMPANIES FOR
THE QUARTER ENDED**

1. Name of the port _____
2. Name and address of Agent _____
3. Name of bank with whom F/C A/C maintained, if any. _____
4. Total number of vessels called at port during die quarter _____
5. Name of Vessels called at port _____
6. Date of sailing _____
7. Opening balance _____
 - a) Due to agent _____
 - b) Due to Company _____

A. Earnings	Amounts	A. Expenditure	Amounts
i) Freight (freight manifest to be attached) ii) Charter hire iii) Passage iv) Demurrage v) Other receipts (State details)		i) Port dues ii) Stevedoring iii) Agency fees/commission: a) Export b) Import iv) Bunker/Water v) Victualling & Provision vi) Repairs/Stores vii) Medical viii) Income Tax ix) Other disbursements (State details)	
B. Transfers:		B. Transfers :	
i) Remittancs from Bangladesh ii) Remittance from other agents (indicating name of port and agent). iii) Transfer from Bank A/C in the same country		i) Remittance to Bangladesh (Repatriation certificate to be enclosed. ii) Remittance to other agents (indicating name of Port and agent). iii) Transfer to Bank A/C maintained abroad (the A/C. No. and the name of the bank Should be stated)	
Total earnings (A & B):		Total disbursements (A & B):	

See Chapter 16	Pare 7(b)
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Summary	Dr	Cr
1. Opening balance as at 1st January/ 1st April/ 1st July/ 1st October.		
2. Add/subtract excess of earnings/ disbursement/over disbursements/earnings.		
3. Closing balance as at 31st March/30th June/ 30th Sept./ 31st December		

We certify that the above information contained in this statement is true and correct in every respect to the best of our knowledge and belief and it gives complete information of our earnings and expenditure and agent's accounts at above port.

Place.....

*Stamp & Signature of the authorised
person of the Shipping Company*

Date.....

Notes: (1) All earnings and disbursements pertaining to the vessels of the shipping company including those given on chartered (time voyage) as well as foreign vessels chartered by the Company should be included in this statement.

(2) A certified copy of the Agents' Statement of A/C. received shall be furnished.

(3) The statement should be submitted together with required documents Within 60 days from the close of the quarter to which it relates.

**CONSOLIDATED STATEMENT OF EARNINGS,
DISBURSEMENT AND NET AMOUNT REPATRIATED
TO BANGLADESH FOR THE QUARTER
ENDED**

Name of the shipping company

	Foreign currency	Bangladesh currency
Balance from previous quarter		
1. Gross earnings/receipts		
a) Freight collection in foreign ports		
b) Freight collection in Bangladesh ports		
c) Charter hire receipts		
d) Passage fare/other receipts		
e) Funds repatriated during the quarter		
Total earnings/receipts		
2. Gross disbursements/Payments		
a) In foreign ports		
b) In Bangladesh ports		
c) Charter hire		
d) Funds remitted to Bangladesh during the quarter		
Total disbursements		
3. Net earnings/receipts (1 -2)		
4. i) Loan repayments from funds held abroad:		
a) Towards principal amount		
b) Towards interest/commitment charges		
c) Towards Insurance premium		
d) Miscellaneous purposes		
ii) Loan repayment through remittance from Bangladesh:		
a) Towards principal amount		
b) Towards interest/commitment charges.		
c) Towards Insurance premium		
d) Miscellaneous purpose		
Total repayments		
Closing Balance (3-4)		

We certify that the particulars in the above statement are true and correct in every respect to the best of our knowledge and belief.

Place

Date.....

Stamp & Signature of
Chairman / Managing Director of
the Shipping Company

N.B. All items are to be reported in equivalent Bangladesh Taka.

**STATEMENT SHOWING DETAILS OF DEBITS & CRFDITS TO FOREIGN
CURRENCYA/C NO MAINTAINED WITHFOR
THE QUARTER ENDED (TRANSCRIPT RECEIVED FROM FOREIGN BANK
TO BE ENCLOSED).**

Name of the Shipping Company

Sl. No.	Date	Debit	Credit	Balance	Place where payment made	Name of the Vessel	Beneficiary	Purpose	Documentary evidence	Remarks
1	2	3	4	5	6	7	8	9	10	11

We hereby certify that the information contained in this statement is true and correct in every respect to the best of our knowledge and belief and the statement gives complete information of all our foreign currency accounts allowed to be maintained.

Place

Date

*Signature & Stamp of the authorised persons
of the Shipping Co.*

Note: The statement should be submitted as at 31st March/30th June /30th September/31st December each year within two month from die close of the quarter to which it relates (A photo copy of bank statement containing the transactions should be enclosed).

Application for Remittance of Export Claims

1. Name and address of the exporter
2. TM form for	Relative EXP Form Nos.
(Amount)	
Short weight
Commission
Brokerage
Quality claims
Damage
Arbitration/Control fees
3. Particulars of documents attached in support of application	
(1)	4)
(2)	5)
(3)	6)

We declare that the full proceeds of exports in respect of which the above claims have arisen have been realised throughand that the
(Name of Authorised Dealer)

claims are genuine and no remittance has been made against these claims through any other source.

Date *Stamp and Signature of Exporters*

**(FOR USE BY THE AUTHORISED DEALER)
CERTIFICATE**

No..... Date

Certified that the remittance application and supporting documents have been checked and found in order. Remittance ofmay be considered.

Stamp and Signature of Authorised Dealer

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**STATEMENT OF REMITTANCE OF EXPORT CLAIMS
FOR THE MONTH OF2**

NAME OF THE AUTHORISED DEALER

Name and address of the exporter	Name and Address of the buyer	EXP. Form		Amount of Export Proceeds		Amount realised		Date of realisation	Nature of claim	Date of remittance	Amount remitted (Mention in Foreign Currency)
		No.	Date	In F.E	In Taka	In F.E	In Taka				
1	2	3	4	5	6	7	8	9	10	11	12

Date

Signature & Seal of the Authorised Dealer

See Chapter 16	Pare 19
See Chapter 17	Pare II

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**SETTLEMENT OF NON LIFE CLAIMS
(Including Facultative Reinsurance Business).**

In support of our application on Form 'T/M'(enclosed) for the remittance of
towe make the following declaration:
 (Amount
 of currency) (Country).

1. Policy :

- (a) Nature of policy
- (b) Amount and currency of policy
- (c) Date and place of issue
- (d) Insured voyage (for marine policies)
- (e) Claim payable at

2. Premia :

- (a) Country of collection
- (b) Currency of collection

- 3. (a) Cause of loss
- (b) Amount of claim admitted
- (c) No. of 'EXP' form

- 4. (a) If a foreign currency account is maintained with Bangladesh Bank's approval, a proforma statement of the account showing the latest position should be submitted
- (b) Date, of submission of the last quarterly statement to the Bangladesh Bank and the reference to the covering letter.
- (c) Reasons why claim is not being met from this account

- 5. Name and address of
 - (a) the claimant.
 - (b) the claim sealing Agent (Where applicable)

- 6. Whether the applicant Company has been registered in Bangladesh under the Insurance Act.

- 7. Name and address in Bangladesh of the applicant Company

Date

*For and on behalf of
Stamp and Signature of Insurance Company.*

**Particulars of Foreign branch office/subsidiary company
opened by a Company/firm resident in Bangladesh**

1. Name and address of the Principal Company/Firm of Bangladesh:
2. Name and address of Proprietor/Partners/Directors:
3. Nature of business:
4. Amount invested in Bangladesh:
5. Annual Turnover and the amount of profit earned during the last financial year;
6. Particulars of Income Tax Registration Certificate and amount of Tax paid:
7. Particulars of branch office/Subsidiary Company abroad:
 - (a) Name & address
 - (b) Nature of Business
 - (c) Date of opening
 - (d) Particulars of estimated income and expenditure:
8. Justification for opening office abroad:

APPLICATION FOR REMITTANCE OF ROYALTY/TECHNICAL FEES

Name and address of the applicant Company	Name and address of the Beneficiary to whom Royalty/Technical fees is payable	No. & date of BOI Permission letter (where needed)	Ex-factory /net sales value on which Royalty/ Tehcnical fee, is calculated.	Rate of Royalty/ Technical fee.	Amount Remittable		Refundable Surcharge, if any, payable	Net amount remittable (In Taka)	Remarks
					(In Taka)				
					Gross amount	Income tax, if any, payable			
1	2	3	4	5	6	7	8	9	10

C E R T I F I C A T E

Certified that the amount of royalty/technical fee payable for the period..... to the beneficiary mentioned in column 2 is the net amount payable to them after deduction of tax liability, if any, payable thereon as certified by the auditors and has been calculated strictly in accordance with the terms of the Govt./Bangladesh Bank's approval mentioned in column 3 above.

We undertake that if any discrepancy is subsequently found in the amount of remittance made by us, we shall arrange for repatriation of the amount remitted in excess by us forthwith on receipt of instruction from Bangladesh Bank and shall also render ourselves liable for action under Foreign Exchange Regulation Act, 1947.

*Authorised Signature of the applicant Company
Name and address of the Company*

.....ContdP/2

See Chapter 16

Para 24

APP. 5

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AUDITOR'S CERTIFICATE

Certified that we have verified the information furnished in the above statement found them to be correct

AUDIORS***AUTHORISED DEALER'S CERTIFICATE***

Date of remittance	Amount of remittance allowed		Rate of foreign exchange applied for conversion of Taka into foreign currency	Code Number	Remarks
	Foreign currency	Taka equivalent			

Certified that the above remittance has been allowed after due verification from relevant documents that (i) no tax is payable and therefore no provision for payment of tax with regard to this remittance has been made, (ii) due provision for payment of tax in respect of this remittance has been made.

Authorised Dealer

*Delete whichever is not applicable

**APPLICATION FOR REMITTANCE OF DIVIDENDS TO NON-RESIDENT
SHAREHOLDERS OF
FOR THE YEAR ENDED**

S1. No.	Name, Nationality & Present address of the shareholders	Address at which shares are registered	Reference to Bangladesh Bank's authority for change of original address to present address	No. & value of shares held (Separate for each class of shares)	Date of Allotment/transfer of shares	Amount Of dividend	Amount of Income Tax/ Super Tax due on the dividend	Net remittable amount of dividend	Remarks
1	2	3	4	5	6	7	8	9	10

1. Certified that:¾

- (i) the shares mentioned in column 5 are held by non-resident shareholders and stand registered at their foreign address as given in column 2
- (ii) the above shares are held by the non-resident shareholders mentioned above on the basis of repatriation of dividends as per procedure prescribed by Bangladesh Bank.
- (iii) the amount of dividends applied for remittance is the net amount due to the non-resident shareholders mentioned above after deduction of all tax liabilities, if any, payable thereon; and
- (iv) * the above dividends for the year have been declared by our Board of Directors at a meeting held on..... out of the not profits of the company for the year/period endedas disclosed in its relevant audited Accounts after making adequate provision for tax and the liabilities and/or any other undistributed profits as are available for declaration of dividends. The profits made by the Company for the period ended after making adequate provision for tax and other liabilities are considered to be adequate by us and our Auditors, to cover payment of interim dividends, which have been declared by our Board of Directors on.....

.....Contd.....P/2

See Chapter 16	Para 30(a)
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We hereby undertake to submit of Bangladesh Bank through our bank the final income tax assessment order as and when obtained.

Placedate

Signature

Name

Designation (Director/Secretary)

Certified that the information as furnished above by the Company including those given against items (i) to (iv) paragraph 1 of the above certificate has been verified by us and found to be correct.

*Strike out whichever is not applicable.

AUDITORS

Date of remittance	Amount of remittance allowed		Rate of Exchange applied for conversion of Taka into foreign currency.	Code Number	Remarks
	Foreign currency	Taka equivalent			

Certified that the amounts mentioned above have been remitted strictly in accordance with the foreign exchange regulations in force.

Authorised Dealer

**DECLARATION TO BE MADE BY POLICY HOLDERS FOR
REMITTANCE OF PREMIA TOWARDS LIFE ASSURANCE
POLICIES EXPRESSED IN FOREIGN CURRENCIES.**

1. Full name & permanent address in Bangladesh of the Assured. _____
2. The name and address of the Insurance Co. with which the policy was taken out. _____
3. The date of taking out of the policy _____
4. The amount (in foreign currency) for which the policy has been taken out. _____
5. Type of policy i.e. Life endowment, Educational etc. (Also state whether with or without profit). _____
6. The amount of premium intended to be remitted stating whether it is being paid on monthly, quarterly, half-yearly or annual basis. _____
7. The period that will be covered by the premium giving the commencing and ending dates. _____
8. The date of maturity of the policy. _____
9. Name and full address of the Assignee/Nominee in Bangladesh or abroad. _____

I hereby declare that I am a Bangladeshi domiciled in Bangladesh and that my Life Assurance Policy No. _____ in respect of which the above particulars are furnished, was taken out on..... and that
(date)

the policy is in full force now and not lapsed or become paid up.

I further declare that proposed remittance of premium towards this pertains to the current period and does not include any past premium payable.

In consideration of the Bangladesh Bank having permitted me to remit premium on my policy referred to above, I undertake to bring to Bangladesh the proceeds of the policy mentioned above on its maturity or its surrender value or any claims arising thereunder through an Authorised Dealer in Bangladesh within one month of my becoming owner thereof.

Date

Signature of the Applicant

FACULTATIVE/RE-INSURANCE-BUSINESS(PREMIA).

(Not to be used if settlement for Premia and Claims is made on an account basis).

To

Dear Sirs,

In support of our application on Form "T/M" (enclosed) for the remittance oftowe make the following declaration:-

(Amount of Currency) (Country)

1. (a) Date and place of issue of reinsurance policy_____
- (b) A certified copy of the reinsurance acceptance note endorsed. _____
2. The currency in which reinsurance is effected _____
3. Name and address of the beneficiary _____
4. Whether the applicant Company has been registered in Bangladesh under the Insurance Act. _____

We undertake to receive payment of any claim under the reinsurance through an Authorised Dealer in Foreign Exchange.

Name and address in Bangladesh of the applicant Company.

.....
 for and on behalf of

Country of incorporation

Date

Stamp and Signature of the Insurance Company

TREATY RE-INSURANCE BUSINESS SETTLEMENT OF ACCOUNT

To

Dear Sirs,

In support of our application on Form 'T/M'(enclosed) for the remittance ofto
 (amount of currency)
 we make the following declaration:-
 (Country)

1. Currency in which re-insurance has been effected
2. Class of business covered
3. (a) Date of submission of last quarterly statement of the Reinsurance Account to the Bangladesh Bank giving particulars of the forwarding letter
- (b) An upto-date proforma statement of the account signed by the Manager or an authorised officer of the company is attached
4. Name and address of the beneficiary
5. Whether the applicant company is registered in Bangladesh under the Insurance Act.....

We undertake to submit quarterly statements of our above re-insurance account regularly to the Bangladesh Bank and recover Claim/Profit/Commission through an Authorised Dealer in Foreign Exchange. It is certified that re-insurance premia is being regularly received through normal banking channels.

Name and Address in Bangladesh of the applicant Insurance Company

for and on behalf of

(Stamp and Signature of the insurance company)

Country of incorporation

Dale.....

FOREIGN EXCHANGE REGULATION ACT, 1947
Application for Transfer of Capital/Saving of Foreign
Nationals Retiring Permanently from Bangladesh.

To

.....
 (Authorised Dealer in Foreign Exchange)

Dear Sirs,

I hereby apply for permission to remit the sum of Tkto.....in
 (country)

respect of my savings for die period of my stay in Bangladesh fromto.....

2. I give below the following information in respect of my income and expenses etc. during my stay in Bangladesh fromtoduring my last 10 years of stay in Bangladesh fromto.....

(i) My total income in Bangladesh and/or funds brought into Bangladesh from abroad through normal banking channel, during the above period were as under:—

(a) Total amount of pay and allowances received during the period from.....to..... Tk.....
 (employer's certificate enclose)

(b) Total amount of Provident Fund, bonus and other gratuitous payment (not included in sub-para (a) above) received. (employer's certificate enclosed). Tk.....

(c) Funds brought into Bangladesh from abroad through normal banking, channel. (Bank's certificate enclosed). Tk.....

TOTAL: Tk.....

(ii) Amount of sale-proceeds of my locally purchased and imported household goods as also the sale-proceeds of my investments in Defence Savings Certificate and other securities made for availing of Income Tax Relief are given below: —

(a) Sale proceeds of locally purchased articles (list enclosed) Tk.....

(b) Sale-proceeds of imported articles (list enclosed). TK.....

(c) Sale-proceeds of Defence Savings Certificates or other securities (list enclosed) Tk.....

TOTAL: Tk.....

See Chapter 18	Pare 3(A)
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(iii) My expenses etc., during my stay in Bangladesh from.....to.....were as under:—

- | | |
|--|----------------|
| (a) Maintenance and other expenses including private travel expenses etc., incurred in Bangladesh (statement enclosed) | Tk..... |
| (b) Family remittance against family maintenance permits and leave salary remittances etc., made (details enclosed). | Tk..... |
| (c) Any other expenditure/commitment not covered under (a) & (b) above (statement enclosed) | Tk..... |
| TOTAL | Tk..... |

3. I confirm that I am a citizen of.....and that I hold Passport No..... issued by the Government ofThe cost of return passage for myself and my family has been/is being paid by die employer/myself.

4. I have been working in Bangladesh :—

- * (a) in the public sector with
(Name of the employer)
with the permission of Govt. (copy enclosed)
- * (b) in the private sector withwith the perimission of
Ministry of
- * (c) as self employed person in Bangladesh with the permission of the Government
(copy enclosed)

5. I hereby declare that I will be permanently retiring from Bangladesh within 6 months i.e. byand that I have not applied to any Other office of the Bangladesh Bank for similar remittance facility.

6. I declare and undertake that in the event of there being any change in my present plan to leave Bangladesh permanently, I shall immediately notify yourselves, giving reference to this application. I shall also arrange immediately to resell the foreign exchange, if any, drawn by me under this application to an Authorised Dealer in foreign exchange in Bangladesh in compliance with Sub-section 3 of Section 4 of Foreign exchange Regulation Act, 1947.

7. Necessary supporting documents, as prescribed, are enclosed.

Yours faithfully

Signature.....

Name in full.....

Date

Full residential
address in Bangladesh.....

Occupation.....

*Strike out which is not applicable.

.....ContdP/3

See Chapter 18	Pare 3(A)
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APP. 5	55
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EMPLOYER'S CERTIFICATE

Certified that we are the employers of Mr/Mis/Miss _____ and that we have separately issued to him/her certificate showing the amount of pay and allowances etc., paid to him/her by us during the period of his/her employment with us from _____ to _____

Date.....

*Signature of the Employer
with their stamp.*

AUTHORISED DEALER'S CERTIFICATE

We hereby certify that the statements made above are to the best of our knowledge and belief correct

Date.....

*Stamp and Signature of the
Authorised Dealer*

**FORM OF APPLICATION FOR PRIVATE
REMITTANCE BY FOREIGN NATIONALS TO COUNTRIES ABROAD**

To

Dear Sirs,

I hereby request you to allow me to remit the sum ofper month
out of my monthly income to.....for a period of twelve months.

2. I declare that: —

*(a) my net salary per month receivable in Bangladesh during the next twelve months
after taxation and other deductions will be Tk..... and in support of this
statement, I append a certificate signed by a responsible official of the Company
/Branch/Organization by whom I am employed in Bangladesh.

** (b) I am the owner/partner of
(Name of the Company)

and certify that my net income in Bangladesh from this and other sources in
Bangladesh, during die next twelve months after taxation will not be less than
Tkper annum and in support of the statement I am enclosing for your
inspection and return the Income Tax Assessment Order for the year
.....

(c) I have been continuously residing in Bangladesh sinceand to the bst of my
knowledge and belief I shall continue to reside in Bangladesh until.....
.....

(d) I am single/married and die following members of my family who arc dependent on my
income are staying, with me in Bangladesh:

Name	Relationship	Age.
1		
2		
3		

I undertake to report to you me the particulars of may family members who may join me
subsequently.

*Please see instruction No. 1 at the bottom of this form.

**Strike out if not applicable.

See Chapter 18	Pare 8
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(c) The following members of my family who are dependent on my income are residing at
(Name of the foreign country)

- 1.....
- 2.....
- 3.....

(f) My monthly financial commitments at home are as under:-

- (i) Family maintenance
- (ii) Payment of insurance premia
- (in) Educational expenses of children
- (iv) Legal charges, mortgage payments etc.
- (v) Loan, Interest etc.
- (vi) Other miscellaneous commitments (please specify broad details)
(Suitable documentary evidence where possible, should be produced in support of the above items).

(g) After making the remittances applied for the Taka balance out of my monthly income will be adequate to cover my and my family's living and other expenses in Bangladesh which are broadly as under:-

- (i) House Rent
- (ii) Family maintenance
- (iii) Educational expenses
- (iv) Insurance premia payable in Taka
- (v) Transport expenses
- (vi) Servants' salaries
- (vii) Club (Please Specify names of the club) expenses.....
- (viii) Other miscellaneous expenses (Please specify broad details).

3. I confirm that :

(a) I am a citizen ofand hold Passport as per details below:

- (i) Passport No.
- (ii) Issued by the Government ofaton
- (iii) Place of birth as per Passport
- (iv) Residence as per Passport.....

(b) I hold stay permit No.....datedvalid upto.....
issued by for staying in Bangladesh.
My pasport is submitted to my bankers for certifying the particulars stated above.

See Chapter 18	Pare 8
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- (c) All remittances against the permission applied for will be made from savings from my current Bangladesh Taka income and that the remittances will not involve any payment to any person directly or indirectly on behalf of any other resident of Bangladesh.
- (d) Necessary permission of the Govt. of Bangladesh in regard to my employment in Bangladesh has been obtained vide their reference No.....
Date.....(copy enclosed).

I further confirm that I have not applied to any other bank branch in Bangladesh for similar remittance facilities.

I declare that my total salary, allowance etc. in connection with my services rendered in Bangladesh are being received by me in Bangladesh and that no part of my emoluments is being received by me in foreign currency in any foreign country.

Yours faithfully

Signature of the Applicant

Date

Name in full.....
Full residential address in Bangladesh.....
.....
Occupation

CERTIFICATE REQUIRED UNDER PARA 2(a)

We.....are employers of Mr.....(and a certificate to this effect is enclosed) and certify that he has been employed by us with the prior approval of the Govt. of Bangladesh, vide their letter No.....dated.....(original enclosed for reference and return). We hereby further certify that subject to his remaining in our employment his net salary during the next twelve months will be Tkper months as detailed below:

Gross monthly in come

(a) Pay Tk

(b) Allowances Tk

Less:

(1) Income Tax Tk

(2) provident Fund Tk

(3) Recoveries of advance Tk

(4) House Rent etc. Tk.....

(5) Others including entertainment allowance, Tk

transport allowance, servant allowance etc. Tk

Total: Tk

Net monthly income: Tk

.....Contd.....P/4

See Chapter 18	Pare 8
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In addition to the above he gets the following facilities

- (a)
- (b)
- (c)

We further certify that to the best of our knowledge and belief the declarations made by the applicant are true and no material fact has been distorted or suppressed.

We also undertake to inform you if the applicant ceases to be in our employment in Bangladesh or if any material change in the circumstances contained in his declaration comes to our knowledge.

Date

Name, Designation, Signature and Stamp of Employer.

CERTIFICATE BY THE AUTHORISFD DEALER	
<p>We hereby certify that the above statements are, to the best of our knowledge, correct and that we have examined the passport of the applicant and the details given in para (3)(b) are correct.</p>	
<p>Date</p>	<p><i>Signature and Stamp of the Authorised Dealer.</i></p>

IMPORTANT INSTRUCTIONS

- I. In the case of a person who has not been resident in Bangladesh for a period of at least six months, a certificate from applicant's that the applicant has been appointed to their regular staff in Bangladesh should be produced.
- II. The certificate of the employer should be signed by the Manager or a Senior Officer of the Company etc., stating capacity in which he signs.
- III. Applications for such remittance facilities should be made by one member of the family. If there are more than one earning member one application stating the joint income should be made by any one of them.
- IV. Family means wife and children only.
- V. When the applicant is receiving additional facilities like free board/lodging, motor car etc., the monetised value of such facilities as declared to the income tax authorities should be stated item-wise.

See Chapter 18	Pare 8
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(ENDORSEMENT BY THE AUTHORISED DEALER)

Sl. No.	Date of remittance	Amount remitted	Particulars of return in which the transaction reported to the Bangladesh Bank	Stamp and signature of the A.D.	Remarks
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

**Application for Foreign Exchange
For Studies Abroad**

The Manager

_____ (Name of Branch)

_____ (Name of Bank)

_____ (Address)

Dear Sir,

I hereby apply for foreign exchange for my studies abroad, the required details are as under:—

1. Name:
2. Address:
3. Passport No. :
4. Educational Qualifications :
5. Name and address of the Educational Institution where study will be Prosecuted :
6. Name of the Course :
7. Duration of the Course :
8. Date of Commencement of the Course :
9. Annual Expenditure
 - a) Tuition Fee :
 - b) Board, Lodging, etc. :
10. Amount to be remitted in advance :
11. Last date for remittance of Advance amount :
12. Whether the remittable advance is refundable :

See Chapter 18	Pare 10
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13. Details of Foreign Exchange purchased, if any, previously

Date of Purchase of Foreign Exchange and amount (If the entire amount has not been utilised under the relevant head, the unspent balance should be deposited with the application)

In the light of details given above, I may kindly be allowed to purchase Foreign Exchange amounting to towards tuition fee andtowards board, lodging, etc.

Yours faithfully,

(Signature of the Applicant)

Address:

Papers submitted :

- (a) Letter issued by the Educational Institution in support of admission,
- (b) Educational Certificates,
- (c) Estimate/ Invoice issued by the Educational Institution,
- (d) Declaration by the Student,
- (c) Valid Passport.

**APPLICATION FORM FOR EXCHANGE FOR MEDICAL
TREATMENT ABROAD**

To

_____ bank

(Name of the AD)

_____ Branch

(Authorised Dealer branch)

- 1 Name and address of the applicant _____
2. Nationality, Passport No., date and place
of its issue. _____
3. Age _____
4. Period of continuous residence in Bangladesh _____
5. Nature of disease _____
6. Particulars of treatment already received _____
7. Names of Institutions/Doctors who have carried out
the above treatment _____
8. Treatment contemplated and in which country/countries _____
9. Anticipated length of stay abroad for treatment _____
10. Estimated cost of the treatment _____
 - (i) Estimated expenses for operation.
 - (ii) Estimated expenses for medicines.
 - (iii) Estimated expenses for consulting Medical Advice.
 - (iv) Estimated expenses for boarding and lodging in Hospital/outside.

Total _____

See Chapter 19	Part 2
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I hereby certify that the particulars given above are correct. I hereby undertake to submit to you a detailed account of the expenses incurred by me in connection with any proposed medical treatment and will submit to them medical/hospital bills/vouchers in support of the statement immediately after my arrival in Bangladesh from

Date

Signature of the Applicant
Name and full address

CERTIFICATE OF THE MEDICAL BOARD

Date

Place of examination

Seal and Signature of the
Medical Board, Govt. of Bangladesh.

Important Instructions :—

1. Applicants are advised to support their applications With all documentary evidence available.
2. Exchange facility for medical treatment will be allowed subject to the conditions that a statement of expenditure together with supporting vouchers will be submitted to the bank issuing foreign exchange. Those not producing such a statement will be liable to action under Foreign Exchange Regulation Act, 1947.
3. Request for further remittances of Foreign Exchange should be routed through 'Bangladesh Embassy/High Commission concerned duly supported by a Statement of Account and Bills for the initial release of Foreign Exchange.

To

..... (Name of Airlines)

.....Address of

.....Airlines

Dear Sirs,

Mr/Miss/Mrs.....would
(Name of the guest)

visit Bangladesh from.....to.....at the
invitation of this Agency for the purpose of

His passage and other expenses as usual would be borne by this Agency. Accordingly, Form
'P', duly filled in is enclosed herewith.

Please issue a PTA in the name of the above guest per route

Yours faithfully,

*(Name of the Authorised Officer
of the Applicant Agency with Stamp & date.)
Telephone No*

DECLARATION

I/We
(Name and address of the exporter)
holding Registration No.....
datedissued by the.....
(Name of the office of C.C.I. & E)
do hereby declare that the packet to be sent by me/us to
.....
(Name and address of the person to whom the sample is to be sent)
contains bonafide trade samples of
(name of item)
of
(state quantity)

I/We further declare that this is a free trade sample without involving any payment in foreign exchange.

Date

Authorised Signature and Seal of the Exporter.

AIR TRAVEL WARRANT ISSUED BY GOVERNMENT

Government of Bangladesh

Ministry of

Department of

No

To

M/S. Biman Bangladesh Airlines,

.....

.....

Sub : Air Travel on Govt. Account

Dear Sirs,

I am directed to say that the undernoted person/s is/are required to travel on Govt. Account on the date/s and to the place/s mentioned against his/her/their name/s.

Name	Passport No.	Designation	Date	Destination	Particulars of family Members

You are requested to issue the necessary air ticket/s to the person/s mentioned above.

In case you are not operating any direct service to the place/s to be visited by the person/s concerned, arrangement may please be made to endorse portion of the ticket/s on any other airline which may be selected by the passenger/s.

The amount of the air ticket/s will be paid in cash/should be billed to the Ministry/Department quoting this letter as authority.

Yours faithfully

Authorised Signature

**Statement regarding issuance of Credit Cards in favour of
exporting firm/organizations against FC Accounts opened
out of their PC retention quota**

1. Name and Address of the exporting firm/organization:
2. Particulars of Foreign Currency Account opened in the name of the exporting firm/organization
 - (a) F.C. A/c number and date of opening:
 - (b) Name and address of the Bank through which proceeds of exports of the exporting firm/organization are repatriated:
3. Name (s) and designation (s) of executive (s) of the exporting firm/organization to whom credit cards have been issued and date of issue:
4. Name and address of the card issuing organization:

*Seal of the
card issuing organization*

*Signature of Authorised Officer of
the Card issuing organization:*

Name and designation :

FOREIGN EXCHANGE DECLARATION FORM

FMJ FORM

(Prescribed by Bangladesh Bank Under Section 8(1) of the Foreign Exchange Regulation Act, 1947)

This form is to be filled in by a person entering Bangladesh.

Full Name:

Nationality:

Passport No.

Date of issue:

Place of Issue

Address in Bangladesh:

Profession:

DECLARATION

Currency/Bank Draft/Travellers'
Cheque brought in:

Name of Currency

Amount

I, as named above, hereby solemnly declare that the information given above is correct.

Signature of Customs Official

Signature of Declarant

Date:

Date:

See Chapter 21	Part 1
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Information for Declarant

1. An incoming/outgoing passenger may bring in/take out upto Taka 500 (five hundred) in Bangladesh currency at the time of arrival into/departure from Bangladesh.
2. Any amount of foreign currency may be brought in by an incoming passenger with declaration to the customs authorities in Form FMJ. No. declaration, however, is necessary for amounts brought in upto US\$ 3000/- or equivalent. For foreigner, the entire amount with declaration or upto US\$ 3000/- brought in without declaration may be taken out freely at the time of departure. Upto US\$ 3000/- brought in without declaration by a Bangladeshi may also be retained and taken out freely while proceeding abroad. Amount in excess of US\$ 3000/-, brought in by the resident Bangladeshi, should, however, be encashed or deposited in appropriate foreign currency account within 30 days of arrival. Such amounts brought in by non-resident Bangladeshis can be encashed or deposited in foreign currency account any time after return to Bangladesh.
3. Encashment of foreign exchange brought in should be done with licensed money changers/Authorised Dealer bank branches.
4. An incoming/outgoing adult female passenger may bring in/take out any quantity of personal jewellery worn on her person or as part of her accompanying personal baggage.

EXP FORM

(Statutory declaration to be furnished by exporters under FE Regulation Act, 1947 before shipment of goods. An incorrect declaration constitutes offence under the said Act)

ORIGINAL				
(To be submitted to the Customs with duplicate, triplicate and quadruplicate duly completed and certified by the Authorised Dealers)				

EXP NO.	AD's code			Serial Number				Year	

Name and address of the Authorised Dealer _____

I/We, the undersigned hereby declare that I/we am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following items are true and that the invoice value declared in SI.No.5 in case of firm contract is full value as contracted with the buyers/in case of consignment sale, is a fair value of the goods which are being shipped on consignment sale.

S1. No.	Item	Particulars (to be filled in by exporter)	Code No. (to be filled in by Authorised Dealer)			
1.	Commodity to be exported					
2.	Country of destination					
3.	Port of destination					
4.	Quantity	Unit (bales/tons/Ibs. etc.)				
		Volume Weigh t/number etc)				
5.	Value	Currency in which value is declared				
		Amount of Invoice value Terms c.i.f. &/fob				
6.	Terms of sale (i.e. firm contract or Consignment sale)					
7.	Name & address of importer/consignee					
8.	Name of carryingvessel					
9.	Bill of Lading/Railway Receipt/Airway Bill/Truck Receipt/ Post Parcel Receipt	No.: Date:				
10.	Port of shipment/Post Office of despatch					
11.	Land Custom Post					
12.	Shipment date					
13.	Name of the exporter (in block letter) with address.					
14.	CCI &E's Registration Number and date of the exporter					
15.	Sector (Public or Private) under which the Exporter falls					

Coded by

Checked by

Authorised Signature & Stamp

of the Exporter with date.

(Signature of authorised official of the bank).

See Chapter 22	Pare 4
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Certificate of Authorised Dealer

Certified that the above exporter(s)is/are known to us, that he/they is/are bonafide businessman/men in Bangladesh and that he/they has/have made arrangements with us for the realisation of the export proceeds of the goods declared on this form within four months from the date of shipment and that we are satisfied with the said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and their credentials etc.

*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us within the stipulated period of four months. In the event of non-compliance due to reasons beyond our control we shall furnish to the Bangladesh Bank a full explanation as to the reasons and circumstances resulting in our inability to comply.

*We undertake that in the event of non-realisation of export proceeds against shipment on consignment sale within the stipulated period of four months, we shall obtain from the exporter (s) and furnish to the Bangladesh Bank a full explanation as to the circumstances resulting in non-realisation. We further undertake that in the event of short realisation, we shall obtain from the exporter(s) and furnish to the Bangladesh Bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

*(Strike out the portion not applicable and authenticate with initials).

Date

Stamp and Signature of
Authorised Dealer.

(TO BE COMPLETED BY CUSTOMS POST OFFICE)

1. Month in which this item is included in the Customs/Post Office Return _____
2. Value assessed by the Customs/Post Office _____
3. Shipping Bill/Airway Bill/Post Parcel Receipt No _____Dt._____

Seal

Signature of custom officer
Date _____

CERTIFICATE BY AUTHORISED DEALER

(Applicable where advance payment or irrevocable or confirmed Letter of Credit is required in cover of the shipment.)

1. An irrevocable/confirmed Letter of credit No. _____
for _____ on _____ has been opened covering the shipment described on page No. 1.
2. Remittance for
has been received as per method No _____ as indicated _____below
on _____ and has been allocated against the shipment described on page- 1.

(i) in Taka from a Non-Resident Bank A/C.

(2) in Foreign Currency _____ Amount _____
(State Currency)

Date _____

Signature and Stamp of
Authorised Dealer.

EXP FORM

(Statutory declaration to be furnished by exporters under FE Regulation Act, 1947 before shipment of goods. An incorrect declaration constitutes offence under the said Act)

DUPLICATE				
(To be returned to the Authorised Dealer with triplicate and quadruplicate with in 14 days from the date shipment along with customs certification in duplicate copy and relative document for negotiation).				

EXP NO.	AD's code			Serial Number				Year	

Name and address of the Authorised Dealer _____

I/We, the undersigned hereby declare that I/we am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following items are true and that the invoice value declared in SI.No.5 in case of firm contract is full value as contracted with the buyers/in case of consignment sale, is a fair value of the goods which are being shipped on consignment sale.

S1. No.	Item	Particulars (to be filled in by exporter)	Code No. (to be filled in by Authorised Dealer)			
1.	Commodity to be exported					
2.	Country of destination					
3.	Port of destination					
4.	Quantity	Unit (bales/tons/Ibs. etc.)				
		Volume Weigh t/number etc)				
5.	Value	Currency in which value is declared				
		Amount of Invoice value Terms c.i.f. &f/fob				
6.	Terms of sale (i.e. firm contract or Consignment sale)					
7.	Name & address of importer/consignee					
8.	Name of carryingvessel					
9.	Bill of Lading/Railway Receipt/Airway Bill/Truck Receipt/Post Parcel Receipt	No.: Date:				
10.	Port of shipment/Post Office of despatch					
11.	Land Custom Post					
12.	Shipment date					
13.	Name of the exporter (in block letter) with address.					
14.	CCI &E's Registration Number and date of the exporter					
15.	Sector (Public or Private) under which the Exporter falls					

Coded by

Checked by

Authorised Signature & Stamp

of the Exporter with date.

(Signature of authorised official of the bank).

See Chapter 22

Pare 4

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Certificate of Authorised Dealer

Certified that the above exporter(s)is/are known to us, that he/they is/are bonafide businessman/men in Bangladesh and that he/they has/have made arrangements with us for the realisation of the export proceeds of the goods declared on this form within four months from the date of shipment and that we are satisfied with the said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and their credentials etc.

*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us within the stipulated period of four months. In the event of non-compliance due to reasons beyond our control we shall furnish to the Bangladesh Bank a full explanation as to the reasons and circumstances resulting in our inability to comply.

*We undertake that in the event of non-realisation of export proceeds against shipment on consignment sale within the stipulated period of four months, we shall obtain from the exporter (s) and furnish to the Bangladesh Bank a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the Bangladesh Bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

*(Strike out the portion not applicable and authenticate with initials).

Date

Stamp and Signature of
Authorised Dealer.

(TO BE COMPLETED BY CUSTOMS POST OFFICE)

1. Month in which this item is included in the Customs/Post Office Return _____

2. Value assessed by the Customs/Post Office _____

3. Shipping Bill/Airway Bill/Post Parcel Receipt No _____Dt. _____

Seat

Signature of custom officer
Date _____

CERTIFICATE BY AUTHORISED DEALER

(Applicable where advance payment or irrevocable or confirmed Letter of Credit is required in cover of the shipment.)

1. An irrevocable/confirmed Letter of credit No. _____

for _____ on _____ has been opened covering the shipment described on page No. 1.

2. Remittance for

has been received as per method No _____ as indicated _____ below on _____ and has been allocated against the shipment described on page- 1.

(i) in Taka from a Non-Resident Bank A/C.

(2) in Foreign Currency _____ Amount _____
(State Currency)

Date _____

Signature and Stamp of
Authorised Dealer.

EXP FORM

(Statutory declaration to be furnished by exporters under FE Regulation Act, 1947 before shipment of goods. An incorrect declaration constitutes offence under the said Act)

TRIPLICATE				
(To be returned to the Authorised Dealer Alongwith duplicate)				

EXP NO.	AD's code			Serial Number				Year	

Name and address of the Authorised Dealer _____

I/We, the undersigned hereby declare that I/we am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following items are true and that the invoice value declared in SI.No.5 in case of firm contract is full value as contracted with the buyers/in case of consignment sale, is a fair value of the goods which are being shipped on consignment sale.

S1. No.	Item	Particulars (to be filled in by exporter)	Code No. (to be filled in by Authorised Dealer)			
1.	Commodity to be exported					
2.	Country of destination					
3.	Port of destination					
4.	Quantity	Unit (bales/tons/Ibs. etc.)				
		Volume Weigh t/number etc)				
5.	Value	Currency in which value is declared				
		Amount of Invoice value Terms c.i.f. &f/fob				
6.	Terms of sale (i.e. firm contract or Consignment sale)					
7.	Name & address of importer/consignee					
8.	Name of carryingvessel					
9.	Bill of Lading/Railway Receipt/Airway Bill/Truck Receipt/Post Parcel Receipt	No.: Date:				
10.	Port of shipment/Post Office of despatch					
11.	Land Custom Post					
12.	Shipment date					
13.	Name of the exporter (in block letter) with address.					
14.	CCI &E's Registration Number and date of the exporter					
15.	Sector (Public or Private) under which the Exporter falls					

Coded by

Checked by

Authorised Signature & Stamp

of the Exporter with date.

(Signature of authorised official of the bank).

See Chapter 22	Pare 4
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Certificate of Authorised Dealer

Certified that the above exporter(s) is/are known to us, that he/they is/are bonafide businessman/men in Bangladesh and that he/they has/have made arrangements with us for the realization of the export proceeds of the goods declared on this form within four months from the date of shipment and that we are satisfied with the said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and their credentials etc,

*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us within the stipulated period of four months. In the event of non-compliance due to reasons beyond our control we shall furnish to the Bangladesh Bank a full explanation as to the reasons and circumstances resulting in our inability to comply.

*We undertake that in the event of non-realization of export proceeds against shipment on consignment sale within the stipulated period of four months, we shall obtain from the exporter (s) and furnish to the Bangladesh Bank a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the Bangladesh Bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

*(Strike out the portion not applicable and authenticate with initials)

Date _____

*Stamp and Signature of
Authorised Dealer*

CERTIFICATE BY AUTHORISED DEALER

(Applicable where advance payment or irrevocable or confirmed Letter of Credit is required in cover of the shipment.)

1. An irrevocable/confirmed Letter of credit No. _____
for _____ on _____ has been opened covering the shipment described on page No. 1.

2. Remittance for
has been received as per method No _____ as indicated _____ below
on _____ and has been allocated against the shipment described on page- 1.

(i) in Taka from a Non-Resident Bank A/C.

(2) in Foreign Currency _____ Amount _____
(State Currency)

Date _____

*Signature and Stamp of
Authorised Dealer.*

EXP FORM

(Statutory declaration to be furnished by exporters under FE Regulation Act, 1947 before shipment of goods. An incorrect declaration constitutes offence under the said Act)

QUADRUPPLICATE				
(To be returned to the Authorised Dealer Alongwith duplicate)				

EXP NO.	AD's code	Serial Number	Year

Name and address of the Authorised Dealer _____

I/We, the undersigned hereby declare that I/we am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following items are true and that the invoice value declared in SI.No.5 in case of firm contract is full value as contracted with the buyers/in case of consignment sale, is a fair value of the goods which are being shipped on consignment sale.

S1. No.	Item	Particulars (to be filled in by exporter)	Code No. (to be filled in by Authorised Dealer)
1.	Commodity to be exported		
2.	Country of destination		
3.	Port of destination		
4.	Quantity	Unit (bales/tons/Ibs. etc.)	
		Volume Weigh t/number etc)	
5.	Value	Currency in which value is declared	
		Amount of Invoice value Terms c.i.f. &/fob	
6.	Terms of sale (i.e. firm contract or consignment sale)		
7.	Name & address of importer/consignee		
8.	Name of carryingvessel		
9.	Bill of Lading/Railway Receipt/Airway Bill/Truck Receipt/Post Parcel Receipt	No.: Date:	
10.	Port of shipment/Post Office of despatch		
11.	Land Custom Post		
12.	Shipment date		
13.	Name of the exporter (in block letter) with address.		
14.	CCI &E's Registration Number and date of the exporter		
15.	Sector (Public or Private) under which the Exporter falls		

Coded by

Checked by

Authorised Signature & Stamp of the Exporter with date.

(Signature of authorised official of the bank).

See Chapter 22	Pare 4
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Certificate of Authorised Dealer

Certified that the above exporter(s) is/are known to us, that he/they is/are bonafide businessman/men in Bangladesh and that he/they has/have made arrangements with us for the realization of the export proceeds of the goods declared on this form within four months from the date of shipment and that we are satisfied with the said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and their credentials etc,

*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us within the stipulated period of four months. In the event of non-compliance due to reasons beyond our control we shall furnish to the Bangladesh Bank a full explanation as to the reasons and circumstances resulting in our inability to comply.

*We undertake that in the event of non-realization of export proceeds against shipment on consignment sale within the stipulated period of four months, we shall obtain from the exporter (s) and furnish to the Bangladesh Bank a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the Bangladesh Bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

*(Strike out the portion not applicable and authenticate with initials)

Date _____

*Stamp and Signature of
Authorised Dealer*

CERTIFICATE BY AUTHORISED DEALER

(Applicable where advance payment or irrevocable or confirmed Letter of Credit is required in cover of the shipment.)

1. An irrevocable/confirmed Letter of credit No. _____
for _____ on _____ has been opened covering the shipment described on page No. 1.

2. Remittance for
has been received as per method No _____ as indicated _____ below
on _____ and has been allocated against the shipment described on page- 1.

(i) in Taka from a Non-Resident Bank A/C.

(2) in Foreign Currency _____ Amount _____
(State Currency)

Date _____

*Signature and Stamp of
Authorised Dealer.*

EXPORT REGISTER

S1. No.	Number of Export forms	Name and address of the exporter	Commodity	Amount declared on EXP Form.	Date of Certification.	Initials of the certifying officials	Date of shipment	Bill No.
1	2	3	4	5	6	7	8	9

Date of negotiation or sending abroad for collection of export proceeds	Date of submission of duplicate copy to Bangladesh Bank	Date of realization	Amount realised in Foreign currency	Taka amount paid to the expoter and rate of exchange applied	Date of submission of Triplicate copy to Bangladesh Bank
10	11	12	13	14	15

MONTHLY STATEMENT OF OUTSTANDING EXPORT BILLS

Position as on(last day of month under report) 2.....

(To be submitted within 15th day of the month following that to which relates)

(Taka in Crete)

	Value of sight bills	Value of usance Bills
1. value of Outstanding Export Bills as on the last day of previous month		
2. Value of all export bills purchased or sent on collection basis during the month under report		
3. Export proceeds realised during the month under report against bills mentioned in items Nos. 1 & 2		
4. Total outstanding export bills as on the last day of the month under report: a) Export pocreds due against all bills received from customers on collection basis b) All export bills purchased from customers for which pocreds not yet credited to Authorised Dealer's account abroad		
Total (a + b):		

Monthly maturity position of the total outstanding Export bills	Against current bills	Against overdue Bills
1st month following the month under report		
2nd month following the month under report		
3rd month following the month under report		
4th month following the month under report		
5th month following the month tinder report		
6th month following the month under report		
After 6th month following the month under report		
Total:		

Stamp and Signature of the Authorised Dealer

FE-20

**Statement of particulars of export bills outstanding beyond the prescribed period of realization as
at _____ (end of quarter under report)**

Part I : Export bills outstanding other than those covered under Parts II, III and IV below :

Sl. No.	Bill No. and date	Name & address of exporter.	Date of export.	EXP Form No.	Destination	Commodity	Nature of bill drawn (DP/DA)
1	2	3	4	5	6	7	8

Invoice value	Amount realised (currency)	Amount actually outstanding (9—10)	Reasons for non-realization of the out standings	Cross reference to original entry in case of deletion	Remarks
9	10	11	12	13	14

Note: Please fill in only columns 1,2, 3, 5, 9, 10 and 13 in respect of deletions which should be grouped together.

Part II : Exports on consignment basis outstanding

Details as per Part I.

Note : Please fill in only columns 1, 2, 3, 5, 9, 10 and 13 in respect of deletions which should be grouped together.

.....ContdP/2

See Chapter 22

Para 15(b)

APP. 5

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Part III : Undrawn balances outstanding

Sl. No.	Name and address of the Exporter	Total amount Outstanding	Remarks
1	2	3	4

See item No. (iv) of instructions for completing the statement

Note : Please complete additions and deletions separately and fill up all the columns.

.....Contd.....P/3

See Chapter 22

Para 15(b)

APP. 5

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Part IV: Summary

Outstandings as on _____ (end of previous quarter)	Tk. _____
Add : Additions durin the quarter under report	Tk. _____
Less:- Deletions during the quarter under report	Tk. _____
Net position of outstandings as on _____ (end of quarter under report)	Tk. _____

We certify that all export bills outstanding beyond the prescribed period of realization as at the end of quarter under report have been included in this statement.

Place _____

Date _____

Signature(and Stamp of Authorised Dealer)

.....ContdP/4

See Chapter 22	Part 15(b)
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Instruction for completing statement

(i) Authorised Dealers should submit a consolidated statement giving details of all export bills outstanding beyond the prescribed period of realization as at the end of June of each year followed by quarterly statements for the subsequent three quarters ending 30th September, 31st December and 31st March giving details of only additions and deletions of outstanding export bills during the relative quarter. All additions should be grouped together and shown first and all deletions grouped together and shown later. Net position of outstanding export bills included in parts I to III of the statement should be given in part IV of the statement

(ii) In part I, particulars of all outstanding export bills other than undrawn balance and exports on consignment basis should be included.

(iii) In part II, particulars of all outstandings as in part I, in respect of exports on consignment basis should be reported (although no bills have been drawn) in this part.

(iv) In part III, only exporter-wise totals of undrawn balances outstanding need be reported in the statements for quarters ended September, December and March. However, in the statement for the quarter ended June, full particulars of those bills as in part-I should be reported in this part.

(v) In part-IV net position of outstanding export bills included in parts I to III of the statement are to be given in this part.

(vi) Exporter-wise totals/grand totals (converted into Taka wherever necessary) should be given.

(vii) Advance remittances and part realizations should be shown under the column "Amount realised" and the balance shown as outstanding.

(viii) Approval number and date of the Bangladesh Bank and the date upto which extension has been given should invariably be indicated in "Remarks" column. Where approval for extension of time has not been obtained from the Control, steps taken in that regard should be indicated in "Remarks" column.

(ix) In cases where export proceeds against EXP Forms have been realised either in full or in part because legal proceedings have been initiated against the buyers a suitable remarks should be made in the statements.

(x) Outstanding in respect of which proceeds are not recoverable but which are being reported only for technical reasons should be distinctly denoted quoting Bangladesh Bank's reference and date in terms of which the item is required to be reported as outstanding.

Export Proceeds Realization Certificate

Name and address of the Exporter.....

Export Registration Certificate No.

Export Form No. 'EXP'	Description of Commodity exported	B/L No. & date and country of destination	Invoice value No. & date	Amount realised		Date of realization	1. Feight paid. 2. Commission 3. Insurance	Net fob value		Date of Submission of triplicate Copy/ Copies to the Control.	Reference of the schedule statement in which transaction has been or will be reported to the control.
				Foreign Currency	Bangladesh Taka			Foreign Currency	Bangladesh Taka		
1	2	3	4	5	6	7	8	9	10	11	12

FOR USE OF THE BANGLADESH BANK

Checked and found Correct.

Countersigned subject to detailed post facto check on receipt of the relevant schedule/statement from the Authorised Dealer concerned.

We hereby certify that the particulars mentioned above are correct. We also undertake that in case any discrepancy in regard to the transactions mentioned in this certificate is detected, we shall remain responsible for the same and shall abide by any decision taken by the Bangladesh Bank in this regard. We further undertake that if any insurance and other export claims relating to the export indicated in the Proceeds realisation Certificate arises, we shall abide by any decision of the Bangladesh Bank for deduction of appropriate amount from any future Proceeds Realisation Certificate.

*Signature with date and seal**Signature of the Authorised Dealer with date and seal*

Application for permission under section 18B of Foreign Exchange Regulation Act, 1947 to carry on in Bangladesh any activity of trading, commercial or Industrial nature, or to establish in Bangladesh a branch/ office or other place of business for carrying on such activity or to continue the establishment of a branch/office etc

1. a) Full name and address of the applicant _____
b) Nationality _____
c) place of incorporation or registration (if the applicant is a company, partnership firm, organization, society etc.) _____

2. If the applicant is a company, please give the following particulars/documents:—
 - a) Authorised Capital _____
 - b) Paid up Capital:
 - i) Equity _____
 - ii) Preference _____
 - c) Name/s and address/es of the directors and their nationality and place of permanent residence _____
 - d) Whether any share is hold in the company by Bangladesh nationals, persons of Bangladesh origin of companies registered in Bangladesh. If so, please give the following information: —
 - i) Name and address of the shareholder/s _____
 - ii) Nationality _____
 - iii) Number & value of shares held-, _____
 - a) Equity _____
 - b) Preference _____

3. If the applicant is an individual, a partnership firm or an organization not mentioned at 2 above:
 - a) Capital investment _____
 - b) Name/s and address/es of owners, Partners, office bearers as the case may be _____

4. Nature of activity/ies:
 - a) Trading /Commercial. _____
 - b) Industrial/Consultancy _____

5. If the applicant has already been carrying on the above activity/ies or has established a branch (es)/office (s) or any other place (s) of business for this purpose, please state:
 - a) Date(s) or commencement of the activity (ies)/establishment of the branch (es)/ Office(s) etc. _____
 - b) Whether any Govt. approval has been obtained for the above, if so, attach copy of Govt's approval letter _____

See Chapter 24	Pare 1
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6. Name(s) of the place(s) where the activity (ies) referred to under item No. 4 or 5 above is/are being/ will be under taken or where the branch(es)/Office(s) etc. has/ have been/will be established for the purpose. If there are existing arrangements, if any, for representing the company in Bangladesh please state the following particulars :
- a) Name (s) and address(es) of the Bangladeshi agent(s) representative(s) _____
- b) Nature of the activities undertaken or the services rendered by the Bangladeshi agent(s)/ representative(s) _____
- c) Terms of remuneration payable to agent (s)/representative(s) _____
7. How the activities referred to under item 4 or 5 above are being/will be financed, stating the source (s) _____
8. Whether surplus earnings, if any, in Bangladesh are being or intended to be remitted abroad _____
9. Whether any foreign personnel are/will be employed, if so, a list giving the names and nationalities of such persons, their designation, period of employment, emoluments and particulars of govt. approval for the employment should be attached _____

I/We hereby declare that the particulars given above are true & correct to the best of my/our knowledge and belief.

Place :

Date :

Stamp and Signature of the applicant

**APPLICATION FOR PERMISSION UNDER SECTION'
18A OF THE FOREIGN EXCHANGE REGULATION
ACT, 1947 TO ACT OR ACCEPT APPOINTMENT AS
AGENT IN BANGLADESH IN THE TRADING OR
COMMERCIAL TRANSACTION OR ACCEPT
APPOINTMENT AS TECHNICAL OR MANAGEMENT
ADVISOR OR ANY OTHER POSITION IN
BANGLADESH.**

1. Full name & address of the applicant. _____
2. Name/s and address/es (both present & permanent).
of the Proprietor/Partners/Directors of the firms/
Companies. _____
3. Nationality. _____
4. Nature of business. _____
5. Particulars of Govt's approval obtained (if any) _____
6. Full name/s and address/es of the principal/s on whose
behalf or for whom the applicant intends to act or
is acting as an agent or as a Technical or Management
Advisor or in any other capacity _____
7. Full prticulars of business arrangement for
which permission is sought.
 - a) Nature of agency, such as, selling agency, buying agency,
indenting agency etc. or nature of other kinds
of work involved. _____
 - b) Date of agreement & its validity (original
alongwith a certified copy enclosed). _____
 - c) Terms of remuneration/commission etc. _____
8. In the case of existing arrangements, please state:—
 - a) Date of commencement of the work _____
 - b) The amount of the aggency commission/service fees etc.
earned during each of the last three years;
 - i) In Taka. _____
 - ii) In foreign exchange. _____

See Chapter 24	Pare 2
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c) Has the commission/remuneration (if any) earned in foreign exchange been repatriated to Bangladesh If so, attach bank certificates. _____

9. In the case of new arrangements, please state:—

- a) The amount of expected earnings per annum _____
- b) Whether the commission/remuneration etc. will be received in Taka or in foreign exchange. _____

I/We herreby declare that the particulars given above are true & correct to the best of my/our knowledge and behalf.

Place:

Date:

Stamp & Signature of the applicant

**STATEMENT FOR COMMISSION EARNED AND REPATRIATED
DURING THE QUARTER ENDED.....**

Name and address of the Indentor/Agent _____ CCI & E's Registration No. _____

Registration No. with Bangladesh Bank _____

Names & addresses of the importers.	Names & addresses of the suppliers.	Nature of goods indented	S1. No. of the indent	Date of the indent	Value of goods	Rate of commission	Total amount of commission carried	Total amount repatriated	Date of repatriation.
1	2	3	4	5	6	7	8	9	10

*Encashment certificated from the Authorised Dealers concerned should be attached in support of the above amounts.

Authorised Signature with date.

**STATEMENT SHOWING RECEIPT OF FOREIGN EXCHANGE ON
ACCOUNT OF SERVICE RENDERED TO FOREIGN EMPLOYER/
PRINCIPALS FOR THE QUARTER ENDED**

Name and address of the Licensed recruiting Agent

Licence No. & Date

Registration No. with Bangladesh Bank

Sl. No.	No. of persons recruited	Name and address of foreign principals for whom recruitment made	Amount of commission and other Expenses realised	Date of realisation
1	2	3	4	5

Encashment certificates from Authorised Dealers in support of foreign exchange received from foreign principals are enclosed.

Authorised Signature with date.

**STATEMENT SHOWING RECEIPT OF FOREIGN EXCHANGE ON
ACCOUNT OF GOVT. FEES AND PROFESSIONAL CHARGES
FOR THE QUARTER ENDED**

Name and address of Trade mark/ Patent Attorney

Registration No. with Bangladesh Bank

Sl. No.	Name and address of foreign client on whose account business undertaken	Registered No. of Patents/ Designs/ Trade Mark with Patent Office//Trade mark registry	Whether understanding arrangements or under special terms & conditions	Amount contracted		Amount and date of realisation
				Government Fees	Own professional fees and other expenses	
1	2	3	4	5	6	7

*In case business is undertaken under special terms and conditions, the authenticated copies of the related correspondence through which the fees for registration of Patents/Designs/Trade. Marks etc. have been finalised should be enclosed.

**Encashment Certificate from Authorised Dealers in support of the foreign exchange received as fees etc. are enclosed.

Authorised Signature with date

**STATEMENT OF COMMISSION EARNED FOREIGN EXCHANGE
RECEIVED ON ACCOUNT OF SERVICE RENDERED TO OIL
COMPANIES IN NON-RESIDENT FIRMS DURING THE QUARTER
ENDED**

Name of the Agents/Representative

Address

Registration No. With Bangladesh Bank

Name & address of the Non-resident firms on whose behalf working as agent	Total amount of foreign exchange received/ earned	Date of receipt	Total operational expenses incurred

*Encashment certificates from the Authorised Dealers in support of the statement of commission/fees earned are enclosed.

*Break-up of items of receipt & expenses on account of each head e.g. office maintenance, commission, consultancy fees etc. to be provided on the reverse of this form.

Authorised Signature with date

FOREIGN EXCHANGE REGULATION ACT, 1947

Application for grant of Taka Loans and Advances

1. Borrower's name and address _____
2. Borrower's borrowing status i.e. manufacturing, semi-manufacturing or trading _____
3. Amount of Taka loan/overdraft applied for _____
4. Details of security pledged or guarantee given. _____
5. Purpose of the loan/overdraft applied for _____
6. Period for which loan/overdraft is required _____
7. Particulars of existing local loans/ overdrafts: _____

Sources of borrowing (To be disclosed where possible)	Amount of borrowing limits	Period for which facility is available
TOTAL:		

8. i. For companies incorporated in Bangladesh:

- | | As on _____ | Percentage |
|--|-------------|------------|
| (a) i. Paid-up capital | | |
| Foreign equity | Tk. _____ |% |
| Local equity | Tk. _____ |% |
| Total: | Tk. _____ | |
| (b) General and other free reserves, un-distributed profits and un-remitted dividends as disclosed by their last audited Balance Sheet | Tk. _____ | |
| Total: | Tk. _____ | |
| (c) Less accumulated loss, if any, | Tk. _____ | |
| (d) Net paid up-capital [i.e. (a+b)-c] | Tk. _____ | |
| Borrowing entitlement% of (d) i.e. | Tk. _____ | |

See Chapter 25	Pare 3
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- ii. For branches of companies incorporated outside Bangladesh As on _____
- (a) Head Office permanent investment in Bangladesh Tk. _____
- (b) On remitted profits as disclosed by their last audited Balance Sheet. Tk. _____
- (c) Less accumulated loss, if any, Tk. _____
- (d) Net Head Office Investment in Bangladesh i.e. [(a+b)-c] Tk. _____

9. Manner in which the loan/overdraft applied for is proposed to be liquidated/ We certify that the above statement are true and that the taka loan/overdraft facility being granted to us will be utilised solely for the purpose stated in paragraph 5 above.

*Authorised Signature of
the Borrower & full address*

*Strike out whichever is not applicable.

AUDITORS' CERTIFICATE	
Certified that we have verified the information furnished against columns 7 & 8 of the above application and found them to be correct.	
<i>Auditors</i>	
(For use by the Authorised Dealer)	
I. Amount of loan/overdraft facility allowed Tk. _____	
II. Period for which allowed _____	
<i>Authorised Dealer</i>	

**CONSOLIDATED STATEMENT OF LOCAL BORROWING FACILITY ALLOWED
TO FOREIGN OR FOREIGN CONTROLLED COMPANIES IN BANGLADESH
BY _____ THROUGH THEIR VARIOUS BRANCHES**

(Name of Bank)

**IN BANGLADESH DURING THE YEAR ENDED UNDER THE
GENFALPERMISSION**

Name of foreign or foreign controlled company	Particulars of the branch of the Authorised Dealer extending local loan/ overdraft facility	Particulars of local loan/ overdraft limit allowed		Particulars of other local loan/overdraft limits existing on the date of grant of loan mentioned in column 3	
		Amount	Period of which allowed	Amount	Lender's name and address (where given)
1	2	3	4	5	6

Paid-up capital or Head Office Permanent Investment in Bangladesh	General reserves & other free reserves undistributed profits/un- remitted dividends and profits as disclosed by their last audited Balance Sheet	Total (7+8)	Losses, if any	Net paid-up capital, reserves etc./Head Office permanent investment in Bangladesh (9—10)	Percentage of foreign equity participation	Remarks
7	8	9	10	11	12	13

Head Office

Date

Authorised Dealer (Signature)

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