Sahiwal Chamber of Commerce & Industry

<u>Requirement for EBil</u>

1. Passport

2. Photograph

3. Request Letter (To be filled by the Sponsor Company)

4. Proof of Sponsor Company's Membership of Chamber of Commerce and Industries/Trade Bodies

5. Hotel Booking or Stay Details

6. Bank Statement and Account Maintenance Certificate of the Sponsor Company

7. Proof of Fee paid to the concerned Chambers of Commerce and Industries / Trade Bodies

Visit: https://ebil.nadra.gov.pk/

For further detail contact
Sahiwal Chamber of Commerce Office
040-9330515-16

<u>For Member who Visit Foreign Countries</u>   <u>(Specimen)</u>

Date:

The Secretary General
Sahiwal Chamber of Commerce & Industry
68/2 Main Fateh Sher Road, Sahiwal

Subject: **<u>Request for Issuance of EBIL</u>**

Dear Sir,

Our Firm namely **M/s -----------, --------------** is member of Sahiwal Chamber of Commerce & Industry under NTN No. ----------- and Membership No. ----- --.

Mr. ------------------------ is the ----------------of our Firm and intends to visit -------for Visit Purposes for which proper online application is being submitted to your Chamber for the obtainment of EBIL.

We hereby undertake that during his stay, our company will be responsible to bear all his travelling and accommodation expenses.

You are requested to approve our online application and issue EBIL at the earliest possible so as to enable us obtain Business Visa from -------- Embassy Islamabad in favor of---------------------.

Regards

(.................)
Designation

For Foreigner who Visit Pakistan   (Specimen)

The Secretary General
Sahiwal Chamber of Commerce & Industry
68/2 Main Fateh Sher Road, Sahiwal

Subject: __Request for Issuance of EBIL__

Dear Sir,

Our Firm namely **M/s** --------------is member of Sahiwal Chamber of Commerce & Industry under NTN No. ------------and Membership No ----

M/s---------------- is planning to invite Mr.-----------------, -------------- National for which proper online application is being submitted to your Chamber for the obtainment of EBIL.

We hereby undertake that during his stay, our company will be responsible to bear all his travelling and accommodation expenses.

You are requested to approve our online application and issue EBIL at the earliest possible so as to enable us obtain Business Visa from for----Embassy name----------, Islamabad in favor of ----- ---------------

Regards

(Name)
Director

HOW TO APPLY FOR "INVITATION" AT
ebil.nadra.gov.pk USE DESKTOP OR LAPTOP
ONLY

1. Log on to "ebil.nadra.gov.pk" through google chrome.
2. Click on Letter Category
3. Read instructions and list of documents required to be uploaded before click on to `Apply Now`
4. Click on `Apply Now`

5. In case of a new user click on "Create New Account" and for existing user click on "long in with existing account".
6. Fill-in the registration form & provide a valid/functional email address to receive activation code.
7. Open your email & click on the activation link to create your account for the first time.
8. Enter activation code in Account verification window.

9. Click on `Verify`

10. Enter your email & password to login

11. Click on `Accept & Continue`

    After successful login a new screen "Start New

    Application" will display. Complete following steps and

    submit your application.

12. **Applicant Information.**
    a) Select Sahiwal Chamber of Commerce and Industry.
    b) Select Business Sector.
    c) Applicant Information "Fill in completely required information

13. **Sponsor Info**
    Provide required information regarding SCCI Member Company inviting the foreigner

    .   Sponsor Type   "Select Company"
            Provide information about your company registered with SCCI.

14. **Document**   Upload the following documents.

    1. Picture
    2. Passport Copy
    3. Request letter on company letterhead to the Chamber of Commerce duly attested by Chamber.
    4. Undertaking as per format "downloaded" Ref. Step 3. (for Foreigner only)
    5. SCCI valid Membership Certificate.
    6. Hotel Booking.
    7. SCCI payment receipt.
    8. Bank Statement and Bank Certificate of the company /Firm.

15. **Review**
    Carefully review all your information before click on to **"ok"**

16 **Payment**
    Pay online Rs. 1020/ and Submit.

Note: after submission please inform Chamber Office for Approval of Letter