

## INSTRUCTIONS

1. Please read the application form and fill all the columns carefully. Incomplete form will not be processed / considered.
2. The following documents are required to be attached with the application form:-
  - a) Departmental covering letter signed by Head of Deptt / Authorized Officer.
  - b) 3 x Current coloured photograph of passport size 2" x 1 ½" (one must be pasted in the space provided at the front top of form).
  - c) Security Clearance. {For other than Govt. Servants}
    - i) Intelligence Bureau: Security vetting proforma are required in triplicate.
    - ii) Special Branch Police: Special Branch Police clearance will be obtained by the applicant himself and enclosed with the application.
  - d) Security Clearance. {For Government Servants only} Certificate to the effect that the applicant(s) is / are security cleared by IB / Spl. Branch Police and in case of involvement of the individual(s) in subversive activities/misconduct, the Head of Deptt. / Nominated Officer will be held responsible.
  - e) Copy of CNIC & Departmental Identity Cards duly attested.
  - f) Undertaking/Justification Proforma (Elaborate the need of entry).
  - g) Copy of Posting / Appointment letter / Gazette Notification.
3. Airport Entry Passes are issued on 'Need to Enter' basis for the purpose for which issued only. Misuse may result in cancellation.
4. In case of facial change at any stage, the holder himself will be responsible to obtain revised pass otherwise access into restricted area will be denied.
5. Pass holder when travelling as a passenger will follow route / channel specified for the passengers at a particular Airport.
6. The Director General ASF reserves the right to regret / cancel any or all the applications / Airports Entry Passes without assigning any reason.