

Data Sheet
Rajshahi Chamber of Commerce & Industry

a) One Stop Service Focal Point Information:

Name : **Mr. Md. Golam Zakir Hossain**
 Designation : Secretary
 Telephone no. : Land Phone: 0247812122, Fax: 0247812133
 Mobile no. : 01785009988
 E-mail : info@rajshahichamber.com
 Web : www.rajshahichamber.com

b) Service Related Information:

SI. No	Description of Services	To whom it may concern (Company/ Factory/Industry etc.)	List of Documents Required	Mode of Service Delivery (online/ Offline/Both)	Applicable Fees	Service Delivery Time (Working days)	Work Process Flow
01.	Membership License	Any type of Business	New Membership TIN Certificate, Trade License, NID Photocopy, 2 Copy Passport Size Photo	Offline	1,750/-	7 days	*Receive application *Verify TIN Certificate *Bank Deposited verify
		Do	Renewal Membership: TIN Certificate, Trade License, NID Photocopy, 2 Copy Passport Size Photo	Offline	1,000/	7 days	Do

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6/6/20*

02.	Certificate Of origin	Do	Application, Invoice, Packing list, Purchas order, Exp from	Offline	500/-	1 day	Submit of Necessary paper
03.	Recommendation for Multiple Visa	Do	Application, Membership Certificate, Photocopy of Passport	Offline	1,000/-	1 day	Do
04.	Conference Room	Any Organized	Application	Offline	15,000/-	For 8 hours	<ul style="list-style-type: none"> ★ Submit application ★ Have to paid 75% Before the Program