

**Temporary Entry Pass Requisition Form**  
(Recommender copy to be retained by Security Office)



Mr / Ms: \_\_\_\_\_ CNIC No: \_\_\_\_\_ Temporarily Engaged / Working in

IBA Karachi Main / City Campus As: \_\_\_\_\_ Department: \_\_\_\_\_

He / She is authorized to enter in IBA Karachi Main / City Campus From: \_\_\_\_\_ To \_\_\_\_\_

He/ She is maintaining Vehicle Reg No: \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

**Recommended by:**

Signature: \_\_\_\_\_

Name & Stamp: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

**Instructions:**

- Temporary Entry Pass Requisition Form needs to be recommended by respective Departmental Head.
- Attach 01 attested photocopy of CNIC & 02 – photograph (3x3 cm size).
- Attach 01 set of photocopy of first 03 pages of vehicle Registration book & valid Driving License.
- Duration of Temporary Entry pass shall not extend more than three (03) months.

**TEMPORARY ENTRY PASS**



Mr / Ms: \_\_\_\_\_ CNIC No: \_\_\_\_\_ Temporarily Engaged / Working in

IBA Karachi Main / City Campus As: \_\_\_\_\_ Department: \_\_\_\_\_

He / She is authorized to enter in IBA Karachi Main / City Campus From: \_\_\_\_\_ To \_\_\_\_\_

Veh Reg No: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

**YOU ARE REQUESTED TO COOPERATE WITH SECURITY STAFF ON DUTY AVOID ANY CONFRONTATION & DISCUSSION WITH THEM INCASE OF COMPLAIN INFORM SECURITY OFFICE IMMEDIATELY. ON THE RECEIPT OF ANY COMPLAIN BY IBA / KARACHI UNIVERSITY SECURITY OR LAW ENFORCEMENT AGENCY ABOUT MISUSE OF ENTRY PASS IT WOULD BE CANCELLED WITH ASSIGNING ANY REASON OR NOTICE.**

Issuing Authority: Sign, Name & Stamp.  
Issued by Security Office,  
IBA Main / City Campus Karachi.

Date: \_\_\_\_\_