

Clearance Schedule for Accredited Advertising Agencies

A) Last date for billing and filing statements of dues with Accredited Advertising Agencies.

Jan-Feb Clearance Period	15 th March
Mar-Apr Clearance Period	15 th May
May-Jun Clearance Period	15 th July
July-Aug Clearance Period	15 th September
Sept-Oct Clearance Period	15 th November
Nov-Dec Clearance Period	15 th January

B) Last dates for filing objections to claim of Member Publications by Advertising Agencies in respect of discrepancies in bills/ amounts against insertion order etc. All copies of correspondence exchanged in this regard be endorsed to the APNS for records. No objection after the 15th of the respective month will be entertained:-

Jan-Feb Clearance Period	15 th April
Mar-Apr Clearance Period	15 th June
May-Jun Clearance Period	15 th August
July-Aug Clearance Period	15 th October
Sept-Oct Clearance Period	15 th December
Nov-Dec Clearance Period	15 th February

C) Last dates for filing complaints by agencies against Clients:

Jan-Feb Clearance Period	30 th April
Mar-Apr Clearance Period	30 th June
May-Jun Clearance Period	30 th August
July-Aug Clearance Period	30 th October
Sept-Oct Clearance Period	30 th December
Nov-Dec Clearance Period	28 th February

D) Last dates for payment of claims of Member Publications by cheques for local Publications and by Pay Order or Demand Drafts for outstation Publications. Payment will be made to the authorized local business representatives/offices based in Karachi on behalf of the outstation publications:-

Jan-Feb Clearance Period	8 th May To 15 th May (before 05:00 p.m.)
Mar-Apr Clearance Period	8 th July To 15 th July (before 05:00 p.m.)
May-Jun Clearance Period	8 th Sept To 15 th Sept (before 05:00 p.m.)
July-Aug Clearance Period	8 th Nov To 15 th Nov (before 05:00 p.m.)
Sept-Oct Clearance Period	8 th Jan To 15 th Jan (before 05:00 p.m.)
Nov-Dec Clearance Period	8 th Mar To 15 th Mar (before 05:00 p.m.)

E) Date for Member Publications to file their complaints against Accredited Advertising Agencies in respect of payments made by them

Jan-Feb Clearance Period	1 st Stage	(05:00 p.m. To 09:00 p.m.)	15 th May
	2 nd Stage	(09:00 a.m. To 05:00 p.m.)	16 th May to 22 nd May)
	3 rd Stage	(09:00 a.m. To 05:00 p.m.)	23 rd May to 28 th May)
Mar-Apr Clearance Period	1 st Stage	(05:00 p.m. To 09:00 p.m.)	15 th July
	2 nd Stage	(09:00 a.m. To 05:00 p.m.)	16 th July to 22 nd July)
	3 rd Stage	(09:00 a.m. To 05:00 p.m.)	23 rd July to 28 th July)
May-Jun Clearance Period	1 st Stage	(05:00 p.m. To 09:00 p.m.)	15 th Sep
	2 nd Stage	(09:00 a.m. To 05:00 p.m.)	16 th Sep to 22 nd Sep)
	3 rd Stage	(09:00 a.m. To 05:00 p.m.)	23 rd Sep to 28 th Sep)
July-Aug Clearance Period	1 st Stage	(05:00 p.m. To 09:00 p.m.)	15 th Nov
	2 nd Stage	(09:00 a.m. To 05:00 p.m.)	16 th Nov to 22 nd Nov)
	3 rd Stage	(09:00 a.m. To 05:00 p.m.)	23 rd Nov to 28 th Nov)
Sept-Oct Clearance Period	1 st Stage	(05:00 p.m. To 09:00 p.m.)	15 th January
	2 nd Stage	(09:00 a.m. To 05:00 p.m.)	16 th Jan to 22 nd Jan)
	3 rd Stage	(09:00 a.m. To 05:00 p.m.)	23 rd Jan to 28 th Jan)
Nov-Dec Clearance Period	1 st Stage	(05:00 p.m. To 09:00 p.m.)	15 th March
	2 nd Stage	(09:00 a.m. To 05:00 p.m.)	16 th Mar to 22 nd Mar)
	3 rd Stage	(09:00 a.m. To 05:00 p.m.)	23 rd Mar to 28 th Mar)

F) Last dates for initiating action by the APNS Secretariat on complaints of Member Publications:-

Clearance Period	Stage	Last date for payment	Date of initiate action
Jan-Feb Clearance Period	1 st Stage	22nd May	23 rd May
	2 nd Stage	29th May	30 th May
	3 rd Stage	6 th June	7 th June
Mar-Apr Clearance Period	1 st Stage	22nd July	23 rd July
	2 nd Stage	29th July	30 th July
	3 rd Stage	6 th August	7 th August
May-Jun Clearance Period	1 st Stage	22 nd September	23 rd September
	2 nd Stage	29 th September	30 th September
	3 rd Stage	6 th October	7 th October
July-Aug Clearance Period	1 st Stage	22 nd November	23 rd November
	2 nd Stage	29 th November	30 th November
	3 rd Stage	6 th December	7 th December
Sept-Oct Clearance Period	1 st Stage	22 nd January	23 rd January
	2 nd Stage	29 th January	30 th January
	3 rd Stage	6 th February	7 th February
Nov-Dec Clearance Period	1 st Stage	22 nd March	23 rd March
	2 nd Stage	29 th March	30 th March
	3 rd Stage	6 th April	7 th April

G) Schedule of Late Payment Surcharge

CI Period	No LPS	1% LPS	2% LPS	3% LPS	4% LPS
Jan-Feb	16 th May To 22 nd May	23 rd May To 29th May	30 th May To 6 th Jun	7 th Jun To 14 th Jun	15 th Jun To 22 nd Jun
Mar-Apr	16 th July To 22 nd July	23 rd Jul To 29th Jul	30 th Jul To 6 th Aug	7 th Aug To 14 th Aug	15 th Aug To 22 nd Aug
May-Jun	16 th Sep To 22 nd Sep	23 rd Sep To 29th Sep	30 th Sep To 6 th Oct	7 th Oct To 14 th Oct	15 th Oct To 22 nd Oct
Jul-Aug	16 th Nov To 22 nd Nov	23 rd Nov To 29th Nov	30 th Nov To 6 th Dec	7 th Dec To 14 th Dec	15 th Dec To 22 nd Dec
Sep-Oct	16 th Jan To 22 nd Jan	23 rd Jan To 29th Jan	30 th Jan To 6 th Feb	7 th Feb To 14 th Feb	15 th Feb To 22 nd Feb
Nov-Dec	16 th Mar To 22 nd Mar	23 rd Mar To 29th Mar	30 th Mar To 6 th Apr	7 th Apr To 14 th Apr	15 th Apr To 22 nd Apr

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Clearance Schedule for Provisional Accredited Advertising Agencies

A) Last date for billing and filing statements of dues with Provisional Accredited Advertising Agencies.

Jan-Feb Clearance Period	15 th March
Mar-Apr Clearance Period	15 th May
May-Jun Clearance Period	15 th July
July-Aug Clearance Period	15 th September
Sept-Oct Clearance Period	15 th November
Nov-Dec Clearance Period	15 th January

B) Last dates for filing objections to claim of Member Publications by Provisional Accredited Advertising Agencies, in respect of discrepancies in bills/ amounts against insertion order etc. All copies of correspondence exchanged in this regard be endorsed to the APNS for records. No objection after the 15th of the respective month will be entertained:-

Jan-Feb Clearance Period	28 th March
Mar-Apr Clearance Period	28 th May
May-Jun Clearance Period	28 th July
July-Aug Clearance Period	28 th September
Sept-Oct Clearance Period	28 th November
Nov-Dec Clearance Period	28 th January

C) Last dates for filling complaints by Provisional Accredited Advertising Agencies against Clients:

Jan-Feb Clearance Period	30 th March
Mar-Apr Clearance Period	30 th May
May-Jun Clearance Period	30 th July
July-Aug Clearance Period	30 th September
Sept-Oct Clearance Period	30 th November
Nov-Dec Clearance Period	30 th January

D) Last dates for payment of claims of Member Publications by cheques for local Publications and by Pay Order or Demand Drafts for outstation Publications. Payment will be made to the authorized local business representatives/offices based in Karachi on behalf of the outstation publications:-

Jan-Feb Clearance Period	7th April	To	10th April
Mar-Apr Clearance Period	7th June	To	10th June
May-Jun Clearance Period	7th August	To	10th August
July-Aug Clearance Period	7th October	To	10th October
Sept-Oct Clearance Period	7th December	To	10th December
Nov-Dec Clearance Period	8th February	To	10th February

F) Dates for Member Publications to file their complaints against Provisional Accredited Advertising Agencies in respect of payments made by them

Jan-Feb Clearance Period	1st Stage	11th April
	2nd Stage	12th April To 16th April
	3rd Stage	17 th April To 21st April
Mar-Apr Clearance Period	1st Stage	11 th June
	2nd Stage	12 th June To 16th June
	3rd Stage	17 th June To 21st June
May-Jun Clearance Period	1st Stage	11 th August
	2nd Stage	12 th August To 16th August
	3rd Stage	17 th August To 21st August
July-Aug Clearance Period	1st Stage	11 th October
	2nd Stage	12 th October To 16th October
	3rd Stage	17 th October To 21st October
Sept-Oct Clearance Period	1st Stage	11 th December
	2nd Stage	12 th December To 16th December
	3rd Stage	17 th December To 21st December
Nov-Dec Clearance Period	1st Stage	11 th February
	2nd Stage	12 th February To 16th February
	3rd Stage	17 th February To 21st February

F) Last dates for initiating action by the APNS Secretariat on complaints of Member Publications:-

Clearance Period	Stage	Last date for payment	Date of initiate action
Jan-Feb Clearance Period	1 st Stage	15 th April	16 th April
	2 nd Stage	20 th April	21 st April
	3 rd Stage	25 th April	26 th April
Mar-Apr Clearance Period	1 st Stage	15 th June	16 th June
	2 nd Stage	20 th June	21 st June
	3 rd Stage	25 th June	26 th June
May-Jun Clearance Period	1 st Stage	15 th August	16 th August
	2 nd Stage	20 th August	21 st August
	3 rd Stage	25 th August	26 th August
July-Aug Clearance Period	1 st Stage	15 th October	16 th October
	2 nd Stage	20 th October	21 st October
	3 rd Stage	25 th October	26 th October
Sept-Oct Clearance Period	1 st Stage	15 th December	16 th December
	2 nd Stage	20 th December	21 st December
	3 rd Stage	25 th December	26 th December
Nov-Dec Clearance Period	1 st Stage	15 th February	16 th February
	2 nd Stage	20 th February	21 st February
	3 rd Stage	25 th February	26 th February

G) Schedule of Late Payment Surcharge

CI Period	No LPS	1% LPS	2% LPS	3% LPS	4% LPS
Jan-Feb	11 th April To 15 th April	16 th April To 20 th April	21 st April To 25 th April	26 th April To 30 th April	1 st May To 5 th May
Mar-Apr	11 th June To 15 th June	16 th June To 20 th June	21 st June To 25 th June	26 th June To 30 th June	1 st July To 5 th July
May-Jun	11 th Aug To 15 th Aug	16 th Aug To 20 th Aug	21 st Aug To 25 th Aug	26 th Aug To 30 th Aug	31 st Aug To 4 th Sep
Jul-Aug	11 th Oct To 15 th Oct	16 th Oct To 20 th Oct	21 st Oct To 25 th Oct	26 th Oct To 30 th Oct	31 st Oct To 4 th Nov
Sep-Oct	11 th Dec To 15 th Dec	16 th Dec To 20 th Dec	21 st Dec To 25 th Dec	26 th Dec To 30 th Dec	31 st Dec To 4 th Jan
Nov-Dec	11 th Feb To 15 th Feb	16 th Feb To 20 th Feb	21 st Feb To 25 th Feb	26 th Feb To 2 nd Mar	3 rd Mar To 7 th Mar