



VIP Lounge Certificate

Ref No: VIPL-06Apr2025-00001

Date: April 6, 2025

Executive Director
Hazrat Shahjalal International Airport (HSIA)
Kurmitola, Dhaka

Subject: Recommendation for Issuance of P-Pass & use of VIP/CIP Lounge of Hazrat Shahjalal International Airport (HSIA), Dhaka, Bangladesh

Dear Sir/Madam,

You are kindly requested to allow the following delegate(s) to use VIP/CIP lounge and allow the applicant office/company to take their vehicle inside the parking area at the Hazrat Shahjalal International Airport (HSIA):

- a. Requesting office/company with address : Business Corporation, Dhanmondi 10, Dhanmondi, Dhanmondi, Dhaka, Dhaka, 1209
- b. Type of Industry / Office : BIDA Registration
- c. BIDA Registration /Office Permission/ Incorporation number : BR-06Apr2025-00001

d. Particulars of the delegate(s)

Name	Designation	Passport No.	Nationality
Samiul Islam	CEO	RA0123456	Bangladeshi

- e. Purpose of visit of the delegate : Visit project
- f. Type of service required at the airport : P-pass & use of VIP/CIP Lounge
- g. Flight details i) Arrival : Flight No: SH20265994115, Arrival Date Time:10-Apr-2025 21:50

h. To whom, the Protocol- Pass (P-Pass) will be issued

Name	Designation	Mobile Number	NID/Passport Number
Lawrence Hodge	Dolor architecto	1851-570827	SF987654321

Your kind cooperation in this regard will be highly appreciated.

Ref no:

Copy forwarded for kind information and necessary action:

1. Chairman, Civil Aviation, Kurmitola, Dhaka-1229,
 2. Director (AVSEC), Hazrat Shahjalal International Airport (HSIA), Dhaka.
 3. Officer-In-Charge, Immigration, Hazrat Shahjalal International Airport (HSIA), Dhaka.
 4. Assistant Director, (AVSEC ID permit), Hazrat Shahjalal International Airport (HSIA), Dhaka.
 5. Officer-in-Charge, Welcome Service Booth of BIDA, Hazrat Shahjalal International Airport (HSIA), Dhaka. [He is requested to provide necessary services to the delegate(s). He may also contact the applicant company (the contact details are mentioned below) if necessary.].
 6. Chairman, Business Corporation, Dhanmondi 10, Dhanmondi, Dhanmondi, Dhaka, Dhaka, 1209,
- [Please contact the Officer-in-Charge of the Welcome Service Booth of BIDA at the HSIA for support (if required)].



Please scan for verification

Sincerely Yours

(Sahabuddin Sujan)
Coordinator

Phone: +8801851570827

Email:

deskuser23.ba@gmail.com

Date: 06 April, 2025



(Sahabuddin Sujan)
Coordinator

TEST PURPOSE ONLY



Please scan for verification

Sincerly Yours
(Sahabuddin Sujan)
Coordinator
Phone: +8801851570827
Email:
deskuser23.ba@gmail.com
Date: 06 April, 2025