



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:

- Chairman, Civil Aviation, Kurmitola, Dhaka-1229,
- Director (AVSEC), Hazrat Shahjalal International Airport (HSIA), Dhaka.
- Officer-In-Charge, Immigration, Hazrat Shahjalal International Airport (HSIA), Dhaka.
- Assistant Director, (AVSEC ID permit), Hazrat Shahjalal International Airport (HSIA), Dhaka.
- 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.].
- Chairman, Business Corporation, Dhanmondi 10, Dhanmondi, Dhanmondi, 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

Bangladesh Investment Development Authority, , Plot #E-6/B, Agargaon, Sher-E-Bangla Nagar, Dhaka-1207.

Phone: PABX 88-02-55007241-5, Fax: 88-02-55007238, Email: info@bida.gov.bd, Web: www.bida.gov.bd

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[REDACTED]  
(Sahabuddin Sujan)  
Coordinator

TEST PURPOSE ONLY



Please scan for verification

Sincerely Yours

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

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