

DEFENCE HOUSING AUTHORITY – MULTAN
APPLICATION FOR POSSESSION OF PLOT (SITE PLAN)



To: Director Transfer & Record
Defence Housing Authority, Multan.

Date ____/____/20____

Subject: **POSSESSION OF PLOT**

Dear Sir,

- Please issue site plan of my plot having **File Ref. No.** _____ **Sector** _____
Plot No. _____ **Phase** _____ and hand over the plot to me / my authorized attorney.
- Photo Copy of my (1) CNIC (2) Information / Allocation Letter (3) Location Ballot Information Letter (4) File copy of paid DHA Challan (or Bank Draft in original) are attached. Details are as under:

Owner's Name _____	
Owner's CNIC _____ Cell No _____	
Address _____	
DHA Challan no (or Bank Draft no) _____	Owner's Signature _____
Attorney's Name _____	Attorney's Signature _____
Attorney's CNIC _____	

PART I – TRANSFER AND RECORD BRANCH (to be filled by DHA Officials only)

The above particulars are correct as per DHA Multan's Transfer & Record branch and it is certified that ownership is legal. Hence, possession is recommended.

Add Director Transfer & Record

Name: _____ Signature: _____ Date _____

PART II – FINANCE BRANCH (to be filled by DHA Officials only)

Overdue (Rs.): Cost of Land _____ Dev Charges _____ Surcharge _____

Balance (Rs.): Cost of Land _____ Dev Charges _____

All dues applicable till date have been cleared by the applicant, hence possession may be handed over.

Add Director Finance

Name: _____ Signature: _____ Date _____

PART III – PLANNING AND DEVELOPMENT BRANCH (to be filled by DHA Officials only)

Demarcation of the plot is as under:

Longer dimensions (1) _____ ft. Bounded by _____

(2) _____ ft. Bounded by _____

Shorter dimension (1) _____ ft. Bounded by _____

(2) _____ ft. Bounded by _____

Area of Plot: _____ Sq ft.

Standard/Excess/Short by: _____ Sq ft. **Surveyor** _____

Add Director Plans

Name: _____ Signature: _____ Date _____

PART IV (to be filled by DHA Officials only)

Possession handed over on _____ Surveyor _____

Possession taken over on _____ Owner/Attorney _____

Instructions: (1) Attach a photocopy of (a) CNIC (b) Information / Allocation Letter and (c) Location Ballot Information Letter.

(2) Please pay Demarcation & Possession Charges as per prescribed rates on DHA Challan (generated from DHA Offices) & attach its DHA File copy. Alternatively, attach Bank Order in favor of "DHA Lahore – Multan Chapter".

(3) Member / Owner shall arrange four pieces of 4" x 4" concrete pillar having length of 2-½ ft each at the time of demarcation. Member will get the Demarcation Pillars grouted / installed at the location indicated by DHAM survey team in their presence and shall remain there till the final demarcation of boundary wall up to DPC level.