

Direct

Through Dealer (Stamp)

Contact No: _____

Date: _____

From: _____

Mr/Mrs/Ms: _____

S/O,D/O,W/O: _____

CNIC No: _____

Contact No: _____

Plot House/Building

Under Construction Allocation File

To,

Secretary
DHA Multan

Subject: **Request for NDC**

Type of Transfer

Regular Hiba (Father/Mother/Wife/
Son/ Daughter/Brother/Sister)

Foreign Transfer:

Purchaser Abroad Seller Abroad

Transfer on Court Orders

I / We have decided to transfer Plot / Property No _____ Sector _____
Phase _____ Reference No _____. I / We am/are bound to pay all
applicable dues against the plot/ property. It is, therefore, requested that NDC may please be
prepared.

Note: I / We have read the instructions overleaf and deposited the documents as required.

Your's Sincerely

(Seller / Donor with Thumb Impression)

FOR DHA USE ONLY

Director BC (Building & Control)	
Legal Advisor (Transfer)	
Transfer Officer -1	
Transfer Officer -2	
ADE	
Legal Branch	

Director / Additional Director (Transfer & Record)

DOCUMENTS TO BE ATTACHED

1. 1 x Photocopy of CNIC.
2. 1 x Photocopy of Allocation / Intimation / Allotment / Transfer Letters.
3. 1 x Photocopy of Site Plan for the plots (if possession is open). If not held will be applied for along with NDC.
4. 1 x Photocopy of Completion Certificate (in case of completed House / Building).
5. TIP Paid receipt and clearance certificate from Multan / Multan Cantt Board (in case of constructed property).
6. Property Tax receipt and clearance certificate from Multan / Multan Cantt Board. **In case of exemption, exemption certificate be attached.**
7. In case of Company / Trust / Firm / Partnership, kindly refer to set of instructions available at Reception / Website.
8. NOC for Armed Forces Personnel in case of service benefit Plots / Plots allotted out of Defence quota from GHQ AG's Branch (W&R Dte).

Note:-

1. Original Allocation, Intimation, Allotment, Transfer Letter (s) and original NOC (GHQ) to be surrendered to DHA at the time of transfer.
2. Paid copy of transfer fee and other dues (if any) to be submitted at least two days before transfer.
3. Physical appearance of Minor at the time of transfer of property is not mandatory if Guardian is already appointed from court of Law.

Validity Period of NDC:

- | | | | |
|---|--------------------|---|---|
| <ul style="list-style-type: none">• House / Building• Non Possession / Possession Plot | 60 days
60 days | } | If the transfer of plot is carried out in the next month of application of NDC, Updated dues will be cleared before transfer. |
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