

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	
Legal Branch	

Director / Additional Director (Transfer & Record)

DOCUMENTS TO BE ATTACHED

1. 1 x Photocopy of Seller CNIC.
2. 1 x Photocopy of Information/ Allocation /Tfr Allocation/ Allotment Letter.
3. 1 x Photocopy of LBIL (Location Ballot Information Letter).
3. 1 x Photocopy of 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).
4. 1 x Photocopy of Completion Certificate (in case of completed House / Building).
5. NDC charges paid Challan for Rs. 2000/- (as normal NDC within 3 x working days), Rs. 10000/- (as 1st day urgent NDC), Spec 1st day urgent (NDC + Tfr) Rs. 50000/- and Spec 2nd day urgent (NDC + Tfr) Rs. 25000/-
6. If case of Power of Attorney, original documents of General Power of Attorney (GPA) alongwith NDC will submit in Legal branch for verification.

Validity Period of NDC:

- House / Building 45 days
- Non Possession / Possession Plot 45 days