



# Pakistan Defence Officers Housing Authority

2/B, East Street, Phase-I, DHA, Karachi - 75500, (PAKISTAN)

Phones: 3588401-5, UAN - 111 589 589, Fax : 35886406

Dated: \_\_\_\_\_

To: Director  
Town Planning & Building Control  
Defence Housing Authority, Karachi

Subject: **APPLICATION FOR LIFT/ELEVATOR**

1. I, \_\_\_\_\_, CNIC No. \_\_\_\_\_ S/O  
\_\_\_\_\_ want to install Lift/Elevator on location as marked on  
drawings at my \_\_\_\_\_

2. Copies of following documents are enclosed:-

- a. CNIC
- b. 2 x copies of Approved Completion Plan duly marked.
- c. Receipt of Refurbishment Charges, DHA other dues and CBC Taxes.
- d. Ownership.
- e. Structural Stability Certificate by CBC Licensed Structural Engineer.
- f. NOC from neighbor's/residents (For Commercial Building).
- g. Completion Plan duly stamp & verified by CBC Licensed Structural Engineer.

3. **UNDERTAKING BY THE CONTRACTOR/APPLICANT.** We hereby undertake that we shall not carry out any work other than the work permitted. Any violation shall make us liable to be blacklisted to work in Defence Housing Authority.

**Owner**

**Contractor/Builder**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Plot No. \_\_\_\_\_

Firm \_\_\_\_\_

Location \_\_\_\_\_

CNIC \_\_\_\_\_

(copy attached)

Date \_\_\_\_\_

Date \_\_\_\_\_

**CHECKLIST OF DOCUMENTS REQUIRED FOR INSTALLATION OF  
LIFT/ELEVATOR**

- (1) Application with contact no of owner/applicant
- (2) Copy of CNIC
- (3) Refurbishment Charges Paid Receipt
- (4) CBC Tax Paid Receipt
- (5) Proof of Ownership/Conveyance Deed
- (6) 2 x Completion dwgs duly marked
- (7) Structural stability certificate from qualified Structural Engineer registered with CBC certifying that building can take additional load of lift/elevator.