

REQUEST FORM FOR SUBJECT CTC

The Administrator
Pakistan Defence Officer
Housing Authority,
2-B East Street, Ph-I
Karachi.

Subject: **Issuance of Digital Picture of Bldg Plan/ Approval of Completion Plan/ Completion Letter**

Reference: a. Membership no. _____
b. Plot No. _____ Street No./Lane/Kh-e-_____
Ph _____ Measuring _____ Sq Yds (Approx)

Dear Sir,

I have lost my Bldg Plan/Approval Letter of Completion Plan/Completion Letter. Therefore, I request for provision of Digital Picture of Bldg Plan/ Approval of Completion Plan/ Completion Letter of the same may please be issued. In case original is found, the same will be returned for cancellation.

Signature of Applicant
(Name)

Address with CNIC & Contact no

Instructions

Fol will be attached:-

- Photo copy of CNIC of the applicant duly attested.
- Photocopy of receipt (Fee charges).
- Photocopy of valid DHA Membership Card.
- Photocopy of the ownership docus (Almt ltr/Tfr Order or DHA Mutation ltr).
- Rs 10000/- (Ten Thousand) will be charged for issuance of digital picture of complete set of docus (Bldg plan Completion Plan and Approval ltr).
- Fee will be deposited through pay order with Fin Dte.

Note: CD containing digital picture will be issued to the applicant within 7 working days from the date of acceptance of request.