



**PAKISTAN DEFENCE OFFICERS HOUSING AUTHORITY  
 DETAILS OF FAMILY MEMBERS  
 (TO BE FILLED IN BLOCK LETTER)**

1.	FATHER'S NAME	
	CNIC No.	
2.	MOTHER'S NAME	
	CNIC No.	
3.	SPOUSE'S NAME	
	CNIC No.	
	PH NOS. (LAND LINE/MOB) (Optional)	
4.	<b>CHILDREN OVER 18 YEARS</b>	
(1)	NAME	
	CNIC No.	
(2)	NAME	
	CNIC No.	
(3)	NAME	
	CNIC No.	
(4)	NAME	
	CNIC No.	
(5)	NAME	
	CNIC No.	
5.	<b>CHILDREN UNDER 18 YEARS</b>	
(1)	NAME	
	Child Registration No.	
(2)	NAME	
	Child Registration No.	
(3)	NAME	
	Child Registration No.	
(4)	NAME	
	Child Registration No.	
(5)	NAME	
	Child Registration No.	

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Note:

Name: \_\_\_\_\_

- a. Please use Extra Sheet if necessary.
- b. Attach NADRA Verification Form

## CERTIFICATE FOR SERVING OFFICER BY COMMANDING OFFICER

Certified that the above particulars of PA \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
have been checked and found correct.

Signature \_\_\_\_\_

Rank \_\_\_\_\_

Name \_\_\_\_\_

Appt \_\_\_\_\_

Unit Stamp: \_\_\_\_\_

Date: \_\_\_\_\_

- Notes: -
1. Not applicable to retired officers.
  2. Retired officers to attach copies of AB-557/PAFA-373/AB-566.
  3. To be signed/countersigned by respective Head of Department in case of Civilian Officers.

## CERTIFICATE FOR OVERSEAS OFFICER BY HIGHER AUTH /CONSULATE GENERAL

Signature \_\_\_\_\_

Rank \_\_\_\_\_

Name \_\_\_\_\_

Appt \_\_\_\_\_

Office Seal: \_\_\_\_\_

## BANK DRAFT/PAY ORDER

Pay Order/Bank draft No. \_\_\_\_\_ amounting to Rs . \_\_\_\_\_

dated \_\_\_\_\_ drawn on \_\_\_\_\_

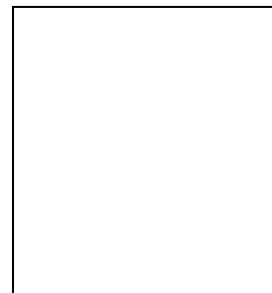
on account of membership fee is attached.

Thumb Impression

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



Left (Male) Right (Female)

RECOMMENDED/APPROVED  
BY  
DEPUTY DIRECTOR

Date \_\_\_\_\_

\_\_\_\_\_  
Dy Director M/ship

# C E R T I F I C A T E

I, certify that:-

1. The above particulars are correct.
2. I am prepared to accept Registration in Category 'A' (AYE) of the Pakistan Defence Officers Housing Authority (DCK), and to subscribe to its fee and **all relevant dues**.
3. I hereby confirm that I fully understand that I shall be governed for allotment of plot in accordance with GHQ Policy issued on in subject vide GHQ AG's Branch (W&R Dte) DHAs Cell letter No. 05/502/DHAs Cell dated 03 Aug 2005 as amended **from** time to time.
4. I will abide by all the existing rules and regulations laid down by the Defence Housing Authority (DCK) including any changes that are incorporated in such Rules/ **Bye - Laws** and regulations from time to time.

Signature \_\_\_\_\_

Name: \_\_\_\_\_

Date : \_\_\_\_\_

## I N S T R U C T I O N S

### C A T E G O R Y ' A ' ( A Y E ) M E M B E R S H I P

#### General

1. Eligibility For Membership in this category: -
  - a. Serving and retired officers of Pakistan Armed Forces including overseas Armed Force Officers.
  - b. Serving Civilian Officers Paid out of Defence Service Estimate (National Pay Scale 17 & above).
2. Armed forces **officers** who have resigned their commission, dismissed or removed from service are not eligible to be members in Category 'A' (AYE).
3. Officer on deputation/secondment to other Department/Service **will** write their Original rank and not of where they are serving.
4. Membership fee and advance Development charges to be paid with the application through Bank Draft/Pay Order in favour of **DHA City**, Karachi (Mosque Fund not applicable to Non Muslim).
5. Original **CNIC** and **Defence Service Identity Card or Retired Officers Identity Card MUST** be in possession while appearing before **DHA City Designated Officer**.
6. **The membership card issued with registration, is renewable after 3 years on deposit of renewal fee.**
7. Same day process of Membership will be conduct on depositing URGENT fee.
8. Any observation noted at **the** time of **biometrics** has to be rectified prior to proceed further.

#### COMPLETION OF FORM

1. In case of more than one marriage, details of all wives and children are required (on extra sheet).
2. All attached documents must be readable.
3. No overwriting/cutting/erasing is acceptable.
4. Two copies of latest passport size photographs of **applicant** duly attested to be attached with the application.
5. Retired Armed Forces Officers are required to attach Photostat of their documents AB-557 (Certificate of Service), PAFA-373 (Pension Certificate and AB-566 (Retired Officer Identity Card) duly attested.
6. Serving Civilian Gazetted Officers are required to furnish a certificate from competent authority as per specimen.
7. Incomplete forms will not be accepted.

#### DOCUMENTS TO BE ATTACHED

1. Pay Order/Bank Draft for Registration fee payable **in favour of DHA City Karachi** of Rs. \_\_\_\_\_ (Please attach a photocopy of the same).
2. Two **colour** copies of the National Identity Card duly attested.
3. **Attach NADRA verification form.**
4. Certificate of service in case of civil officers only.
4. In case of death of parent (s), Death Certificate to be attached.
5. An amount of Rs 2000/- per membership will be paid as **NADRA** verification charges
6. **For fresh membership at Sub Office Rawalpindi / Islamabad, please add Rs. 5,000/- as service charges.**

**CERTIFICATE  
FOR CIVILIAN OFFICERS  
(To be signed by Head of Department)**

(Only for Civilian Officers paid out of Defence Services Estimate (BPS 17 & above).

It is certified that Mr. Mrs. Mst. Miss \_\_\_\_\_

CNIC No. 

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is serving as \_\_\_\_\_ in BPS \_\_\_\_\_ since \_\_\_\_\_.

Office Seal \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Station \_\_\_\_\_

Date \_\_\_\_\_

**CERTIFICATE  
(To be signed by the concerned Accounts Branch)**

It is certified that the above named officer is being paid out of Defence Services Estimate.

**To be certified by Head of respective  
Accounts Deptt / Concerned Controller of Accts.**

Date \_\_\_\_\_