

# PAKISTAN DEFENCE OFFICERS HOUSING AUTHORITY

2-B, East Street, Phase-I, Defence Housing Authority, Karachi.

Telephones: 9266801-5, 111 589 589, Fax: 5886406

Web Site: www.dhakarachi.org/E-mail:dha@dhakarachi.org

# A

Rs.500

## FORM OF APPLICATION FOR REGISTRATION IN CATEGORY "A" (AYE)

**READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING**

OFFICE USE ONLY
Membership No. _____
Date _____

SERIAL

PHOTO (Please Paste)
(Passport Size Attested on front side)

### PERSONAL PARTICULARS

- Personal No : \_\_\_\_\_
- Rank/Name : \_\_\_\_\_
- Serving/Retired \_\_\_\_\_
- Date of SOD/SOS \_\_\_\_\_
- Cause of Retirement \_\_\_\_\_
- Marital Status :  Married  Single  Divorcee  Widower
- CNIC No. 

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- NICOP/Passport. 

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- Religion \_\_\_\_\_
- Sect \_\_\_\_\_

### PROFESSIONAL INFORMATION

- Qualification \_\_\_\_\_
- Designation \_\_\_\_\_
- Name/Address of Organization  
(Retd Officer's only) \_\_\_\_\_

### ADDRESSES

- Present Address : \_\_\_\_\_  
\_\_\_\_\_
- Permanent Address : \_\_\_\_\_  
\_\_\_\_\_
- E-Mail (Own) : \_\_\_\_\_

### CONTACTS

- Tele Office : \_\_\_\_\_
- Residence : \_\_\_\_\_
- Mobile : \_\_\_\_\_
- Fax : \_\_\_\_\_
- Other : \_\_\_\_\_

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

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

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

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

Note: Please use Extra Sheet if necessary.

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

## CERTIFICATE FOR SERVING OFFICER BY COMMANDING OFFICER

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

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

Signature \_\_\_\_\_

Rank \_\_\_\_\_

Name \_\_\_\_\_

Appt \_\_\_\_\_

## COUNTER SIGNATURE

(To be counter signed by Formation Commander not below the rank of Brigadier)

Signature \_\_\_\_\_

Rank \_\_\_\_\_

Name \_\_\_\_\_

Appt \_\_\_\_\_

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.

## 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 \_\_\_\_\_

Deputy Director Membership

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

I, certify that:-

1. The above particulars are correct.
2. I have never before applied for or been allotted a Plot in the Defence Housing Authority Karachi.
3. I am prepared to accept Registration in Category 'A' (AYE) of the Pakistan Defence Officers Housing Authority, and to subscribe to its fee and mosque fund.
4. 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 form time to time.
5. I will abide by all the existing rules and regulation laid down by the Defence Housing Authority Karachi including any changes that are incorporated in such Rules/ Bye Laws and regulation 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.
  - a. Serving and retired officers of Pakistan Armed Forces.
  - b. Serving Civilian Officers Paid out of Defence Service Estimate (National Pay Scale 17 & above).
  - c. Armed forces officer who have resigned their commission, dismissed or removed from service are not eligible to be members in Category 'A' (AYE).
2. Officer on deputation/secondment to other Department/Service with write their original rank and not of where they are serving.
3. Membership fee and advance Development charges to be paid with the application through Bank Draft/Pay Order in favour of DHA, Karachi (Mosque Fund not applicable to Non Muslim).
4. Original **CNIC** and **Defence Service Identity Card** or **Retired Officers Identity Card** **MUST** be in possession while appearing before DHA Designated Officer.
5. This Membership is renewable after 05 years, on deposit of renewal fee.
6. Same day process of Membership will be conduct on depositing URGENT fee.
7. Any observation noted at time of sign before has to be rectified prior to proceed further.

### COMPLETION OF FORM

1. In case of more than one marriage, details of all wives 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 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 to Pakistan Defence Officers Housing Authority, Karachi of Rs. \_\_\_\_\_ (Please attach a photocopy of the same).
2. Two latest passport size photographs duly attested.
3. Two copies of the National Identity Card duly attested.
4. Attested photocopy of Form 'B' or CORO orders for details of family members.
5. Certificate of service in case of civil officers only.
6. 1xpassport size photograph of each living family member and photocopy of CNIC duly attested (Over 18 years of age).
7. An amount of Rs 2000/- per membership will be paid as verification 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 \_\_\_\_\_

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 \_\_\_\_\_