

REQUEST FOR NDC

To: Secretary
DHA Gujranwala

Name of Estate & Stamp

It is submitted that I, _____ Son/Wife/Daughter of _____, am a bona-fide member of DHA Gujranwala. I have decided to transfer my plot / file in the name of Mr/ Mrs/ Miss _____, Son/Wife/Daughter of _____, holding CNIC# _____, resident of _____, Teh _____, Dist _____, Mobile # _____. I hereby request for issuance of NDC. Details of my plot are as follows:-

OLF/ OBF/ SBF # _____ Size _____ Phase _____ Membership # _____

Date _____

Yours Sincerely

Mobile # _____

FOR OFFICIAL USE ONLY

	App No	Registration No	Size in Marlas/Sqft	Phase	Transfer No
Record Office					
	Plot Price	Due To-Date	Surcharge	Paid	Outstanding
Docu to be Surrendered	Allocation Letter	Transfer Allocation Letter	Intimation Letter	Tfr Intimation Letter	Record Officer
Land Office	Dir Land				
Legal Office	Dir Legal				
Finance Office	It is certified that all dues of DHA against above mentioned plot / file have been received and plot is cleared for transfer. However, member is required to pay any variation in development / additional charges immediately on demand if the need so arises. Member has also paid fol Govt taxes / DHA charges :-				
	NDC Fee		Membership Fee		
	Tfr Fee		Sports Fund		
	Surcharge		FBR adv Tax u/s 236c		
	Stamp duty		FBR adv Tax u/s 236k(3)		
					AD Finance
Tfr & Record Br	Dir Tfr & Record				

Note: a. Please attach photocopy of CNIC, Allocation / Tfr Allocation / Intimation / Tfr Intimation Letter.
b. Please deposit tfr documents as per check list including paid copy of tfr fee, IT-5 Form with bank receipt and other dues (if any) at least one day prior to transfer.
c. This NDC is valid for NEXT THIRTY DAYS Only. Please bring original Allocation / Transfer Allocation Letter, Intimation / Transfer Intimation Letter at the time of transfer.