

REQUEST FOR NDC

To: Secretary
DHA Gujranwala

Name of Estate
With
Stamp & Signature

It is submitted that I / we, _____
S/W/D of _____,
am / are a bona-fide member of DHA Gujranwala. I / we have decided to transfer my/ our plot / file
in the name of Mr/ Mrs/ Miss _____,
S/W/D of _____,
holding CNIC No _____ City _____,
Mobile No _____. I / we hereby request for issuance of NDC.

Details of my / our file/plot are as follows:-

Type of file _____ No _____ Size _____ Phase _____ Plot No _____.

Membership No _____

Yours Sincerely

Date _____

Mobile No _____

FOR OFFICIAL USE ONLY

Record Office	App No	Registration No	Size in Marlas/Sqft	Phase	Transfer No
Docu to be Surrendered	Allocation/ Tfr Allocation Letter	Intimation/ Tfr Intimation Letter	Intimation(Loc)/ Allotment Letter	NOC by GHQ	<u>Record Officer</u>
Land Office	<u>Dir Land</u>				
Legal Office	<u>Dir Legal</u>				
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)		
	Urgent Tfr		Sub Office Charges		
					<u>Addl Dir Finance</u>
Tfr & Record Br	<u>Dir Tfr & Record</u>				

Note: a. Please attach photocopy of CNIC, Allocation / Tfr Allocation / Intimation / Tfr Intimation/ Allotment / Intimation (Location Ballot) 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 / Tfr Allocation / Intimation / Tfr Intimation/ Allotment/ Intimation (Location Ballot) Letter at the time of transfer.