



# Pakistan Defence Officers Housing Authority, Karachi

To **The Administrator**  
**Defence Housing Authority**  
**Karachi.**

FILE NO. \_\_\_\_\_

Subject: **Issue of Site Plan**

1. I am the owner of Plot No. \_\_\_\_\_ Street/Khayaban \_\_\_\_\_ Phase-  
\_\_\_\_\_ Measuring \_\_\_\_\_ sq yds. Please issue me a fresh site plan. Following are enclosed.

- a. Photocopy of Transfer / Mutation / Division Order.
- b. Photocopy of my CNIC bearing No. \_\_\_\_\_.
- c. Bank Draft/Pay Order No. \_\_\_\_\_ Date \_\_\_\_\_

**FOR ORDINARY CASES**

(1) Ordinary case after 15 working days	1500/-	<input type="text"/>
(2) Urgent case after 7 working days	6000/-	<input type="text"/>
(3) Emergent case after 3 working days	16500/-	<input type="text"/>

**FOR CORPORATE BODIES**

(1) Ordinary case after 15 working days	6000/-	<input type="text"/>
(2) Urgent case after 7 working days	13500/-	<input type="text"/>
(3) Emergent case after 3 working days	28500/-	<input type="text"/>

**FOR FOREIGNERS**

(1) Ordinary case after 15 working days	7500/-	<input type="text"/>
(2) Urgent case after 7 working days	18750/-	<input type="text"/>

2. The site plan may be sent to me.
- a. By Registered Post.
  - OR
  - b. Personal collection from DHA Office.

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

**No Dues Stamp**

**(Finance Directorate)**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_

Membership No. \_\_\_\_\_

**NOTES:**

- 1. All fees are subjected to change without notice.
- 2. Before making out a Pay Order/Bank Draft please find out the outstanding dues and current rate of Fee from Account Branch.
- 3. For urgent site plan "NOC of Owner" for no refund to be claimed is mandatory.
- 4. "Urgent" Site Plan should be got cleared from Addl Director Town Planning before Pay Order is made.

**TO FILLED IN BLOCK LETTERS**