

**DEFENCE HOUSING AUTHORITY CITY KARACHI (DHAC)**  
 KM-50, Motorway M-9, (Post Code 75340), DHA City Karachi  
 Phones: 021-36470114, 36470092 Fax: 021-36470007  
 Web: dhacitykarachi.org.pk Email ID: tr\_dhacity@dhakarachi.org

**DHAC MEMBERSHIP FORM CATEGORY "B" (BEE)**

**READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING**

**PHOTO**  
 (Please Paste)  
  
 (Passport Size  
 Attested on Front)

OFFICE USE ONLY	
Membership No.	_____
Date	_____

PERSONAL PARTICULARS											
1. Name : Mr./Mrs. /Miss./Mst.	_____										
2. Marital Status :	<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried	<input type="checkbox"/> Divorcee	<input type="checkbox"/> Widower	<input type="checkbox"/> Widow						
3. CNIC No.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>				
4. NICOP/POC/Passport	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Nationality	_____	6. Religion	_____	7. Sect	_____	8. DOB	_____				

PROFESSIONAL INFORMATION	
1. Qualification/ Profession	_____
2. Organization	_____
3. Designation	_____

ADDRESSES	
1. Present Address :	_____
2. Permanent Address :	_____
3. E-Mail (Own) :	_____

CONTACTS	
1. Tel Office :	_____
2. Residence :	_____
3. Mobile :	_____
4. Other :	_____

**DEFENCE HOUSING AUTHORITY CITY KARACHI (DHAC)  
 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

**BANK DRAFT/PAY ORDER**

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

dated \_\_\_\_\_ drawn on \_\_\_\_\_ on account of membership fee  
is attached.

**TO BE ATTESTED & VERIFIED BY MUNICIPAL OFFICER/CONSULATE GENERAL/KAHEEL**

It is certified that Mr / Miss/Mrs \_\_\_\_\_ S/o, D/o,  
W/o \_\_\_\_\_, bearing CNIC / NICOP/POC & social security No / Aqama  
No. \_\_\_\_\_ residing at  
\_\_\_\_\_ since  
(date) \_\_\_\_\_. Particulars & Family details provided by him / her are  
correct as per record.

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

\_\_\_\_\_  
(Signature with Name, Designation & Stamp)

**TO BE SIGNED BEFORE DHA CITY DESIGNATED OFFICER**

**Signature** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Thumb Impression**

**Left (Male) Right (Female)**

**RECOMMENDED/APPROVED  
BY  
DEPUTY DIRECTOR MEMBERSHIP**

Date \_\_\_\_\_

\_\_\_\_\_  
**Deputy Director Membership**

# **NSTRUCTIONS**

## **FOR CATEGORY 'B' (BEE) MEMBERSHIP**

### **GENERAL**

1. All Pakistani citizens & POC holders and spouse of Armed Forces Officers are eligible for membership in this category.
2. All attached documents should be duly attested by Oath Commissioner/Town Nazim/Magistrate Class-I, Gazetted Officer (Grade-17 & above).
3. Applicant is required to appear personally before the DHA City Designated Officer for membership formalities (Signatures, Digital Photographs and finger Prints) on the next day of depositing fee. Original CNIC/Passport **MUST** be in possession while appearing before DHA City Designated Officer.
4. The membership card issued with registration, is renewable after 3 years on deposit of renewal fee.
5. Same day process of Membership will be conducted on depositing **URGENT** fee.
6. Any observation noted at the time of biometric 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. Incomplete forms will not be accepted.
5. No column to be left blank.
6. All columns must be filled in **CAPITAL LETTERS**.
7. Non-Muslims are exempted from Mosque fund.

### **DOCUMENTS TO BE ATTACHED**

1. Pay Order/Bank Draft for Registration fee Rs. \_\_\_\_\_ payable **in favour of PDOHA DHA City Karachi** (Please attach a photocopy of the same).
2. Two latest passport size photographs of the applicant duly attested (One on front & one on back).
3. Two colour copies of CNIC/NICOP/POC/Passport (as applicable) duly attested.
4. Copy of NADRA Verification Form.
5. Copy of passport/CNIC of children over / under 18 years for persons having Pakistan Origin Card (POC) or Overseas Card duly attested.
6. Affidavit on Rs. 100/- Non Judicial stamp paper duly attested by Oath Commissioner (**Specimen enclosed**).
7. An amount of Rs 2000/- per membership will be paid as NADRA verification charges.

### **Note**

1. Foreign nationals (Except POC holder) are required to obtain NOC from Govt of Pakistan before purchasing any property.
2. Pakistani nationals residing at Gulf States can get their documents attested and verified from Municipal Officer or PRO (Kafeel).
3. Provisional member(s) will not be allowed to sell their plot without completing requisite formalities as per existing procedure of DCK
4. For fresh membership at Sub Office Rawalpindi / Islamabad & Sub Office Lahore, please add Rs. 5,000/- as service charges.

## **AFFIDAVIT SPECIMEN**

I, Mr/Mrs/ Mst /Miss: \_\_\_\_\_ Son/Wife/widow/Daughter of  
\_\_\_\_\_ CNIC No. \_\_\_\_\_ Religion \_\_\_\_\_,  
adult, resident of \_\_\_\_\_  
do hereby solemnly affirm that:-

1. The particulars/information's given in the attached membership form are correct to the best of my knowledge and belief. I also understand that my membership can be cancelled at any time for providing false information. I also agree to accept my registration for Category "B" membership of the Pakistan Defence Officers Housing Authority Karachi (DHA CITY KARACHI) and agree to abide by the existing Rules/Bye-laws and Regulations of the Authority including the changes incorporated by the Authority from time to time.
2. I have read and duly understood the Regulations of the Pakistan Defence Officers Housing Authority Karachi (DCK) and I agree to abide by them.
3. That, I will not claim refund of the registration fee in any case except only when my application for registration in Category 'B' (BEE) is rejected by the Executive Board.
4. That I fully understand that as a person registered in Category 'B' (BEE) I shall not be entitled to the privileges of a person registered in Category 'A' (AYE).
5. The membership may be cancelled if: -
  - a. The member is found involved in any illegal activity.
  - b. The member is found/involved in any misconduct and mal-practice.
6. I understand the intimation of change of address, phone number and email address on occurrence is responsibilities of the member. In addition to timely renewal of membership. DHA will not be held responsible in case of non-delivery of important papers/notices due to non updation of address/contact numbers, which may subsequently lead any adverse action including cancellation of membership /allotment of plot if any.
- 7.\* I will not ask / demand for Transfer Order till I get biometric formalities carried out at DHA City Karachi.

**D E P O N E N T**

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

**CNIC No:** \_\_\_\_\_

**\* For overseas Pakistani Citizen**