

**DOCUMENTS REQUIRED FOR ISSUANCE OF DUPLICATE ALLOCATION, INTIMATION,
ALLOTMENT & TRANSFER LETTER**

1. Affidavit typed on Stamp paper worth Rs.50/- (duly attested by Oath Commissioner).
2. Photocopy of CNIC (Duly attested by Army / Civil Gazetted officer / Regular Member).
3. Police Report Regarding Loss of Allocation, Intimation, Allotment and Transfer letter.
4. Advertisement regarding loss of document(s) in Two Nationwide Newspapers (Urdu & English) as per specimen; Ad. Size (5 x 2) (Complete Newspapers to be attached).
5. Covering letter requesting for issuance of Duplicate Letter.
6. Original paid challan of Rs.16,000/- for issuance of Duplicate Letter.
7. Two recent passport size photographs with blue background (duly attested).
8. Registration Form available for Rs.1,000/- at Finance Counter.
9. Photocopies of Pension Book, Discharge certificate and Form 'B', in case of Retired JCO, NCO & NOKs of Shaheed / Deceased (Duly attested by soldier board).

Note:

To place advertisement, please contact Advertising section in PR Branch (UAN: 111-342-547 Ext. 2806 and 2825)

AFFIDAVIT

**(For Duplicate Allocation, Intimation, Allotment or Transfer Letter)
(On stamp paper worth Rs.50/- duly attested by Oath Commissioner)**

I, _____ S/O _____
resident of _____ in possession of my full faculties and senses and of my free will and
without any coercion or duress, do hereby solemnly affirm and declare as under:-

1. That I am a bonafied member of DHA, Lahore vide Registration No. _____ and the owner of
Plot No. _____ Phase _____ measuring _____ situated at Defence Housing Authority Lahore.
2. That I have misplaced / lost the original Allocation, Intimation, Allotment or Transfer letter of my said plot and
the same has not been used by me or on my behalf for sale / gift or mortgage to any financial Institute
individual.
3. That I may kindly be issued duplicate Allocation, Intimation and Allotment or Transfer letter.
4. That if the original Allocation, Intimation, Allotment or Transfer letter is found subsequently it will not be
misused by me and the same will be surrendered to the Authority.
5. That if anything is found contrary to the above mentioned statement I will be held responsible for the same and
DHA will have the right to initiate legal remedial action as considered necessary.

(Sign & Thumb Impression)

DEPONENT

VERIFICATION:

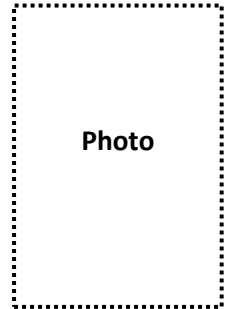
Verified on Oath at Lahore, this _____ day of _____ that the contents of above affidavit are true
to the best of my knowledge and belief and nothing has been concealed there from.

(Sign & Thumb Impression)

DEPONENT

PUBLIC NOTICE

(Loss Of Allocation, Intimation, Allotment & Transfer Letter)



Allocation, Intimation, Allotment and Transfer Letter of Plot no. _____, Sector _____,

Phase _____, Measuring _____ issued by Defence Housing Authority, Lahore

Cantt. In the name of _____

S/O, D/O, W/O _____

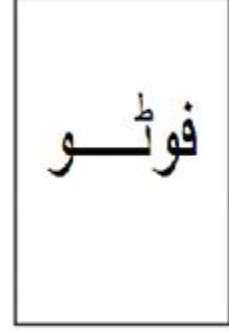
R/O _____

has been lost. Finder may return the same to Secretary, Defence Housing Authority, Lahore Cantt. Otherwise after 7 days original Allocation, Intimation, Allotment and Transfer Letter shall be treated as cancelled.

Note:

- DHA will accept only "Nation Wide" circulated Newspapers.
- The advertisement should be in two columns (Size: 5" x 2")
- To place the advertisement, customer may contact "Media Branch" at DHA Main Office Complex, Lahore (UAN: 042-111-342-547 Ext. 2825).

گمشدگی



ڈیفنس ہاؤسنگ اتھارٹی لاہور کینٹ کی طرف سے جاری کردہ الاٹمنٹ لیٹر برائے پلاٹ نمبر _____

سیکٹر _____ فیز _____ واقع ڈیفنس ہاؤسنگ اتھارٹی لاہور کینٹ بنام _____

ولد _____ سکنہ _____

ایریا میں گم ہو گیا ہے۔ برائے مہربانی جس کسی کو ملے وہ سیکرٹری ڈی ایچ اے لاہور کینٹ کو پہنچادیں۔ وگرنہ سات دن کے بعد مذکور

بالا لیٹر کینسل تصور ہوگا۔

UAN: 111-342-547 Ext: 2825