



DEFENCE HOUSING AUTHORITY QUETTA

“YOUR HOPE IS OUR VISION”

Telephones: +92-81-2864446-7, UAN: +92-81-111-111-400
Info: www.dhaquetta.org

FORM OF APPLICATION FOR DHA QUETTA CORPORATE MEMBERSHIP

**READ THE INSTRUCTIONS AND CONTENTS OF AFFIDAVIT CAREFULLY
BEFORE FILLING OUT THE FORM**

FOR OFFICE USE ONLY

Membership No.	
Date :	

Name: _____

ADDRESSES

1. **Present Address:**

2. **Mailing Address (If different to present Address):**

3. **Permanent Address:**

4. **Email:**

5. Whatsapp Number Operating Person 1 _____; Cell no if different _____

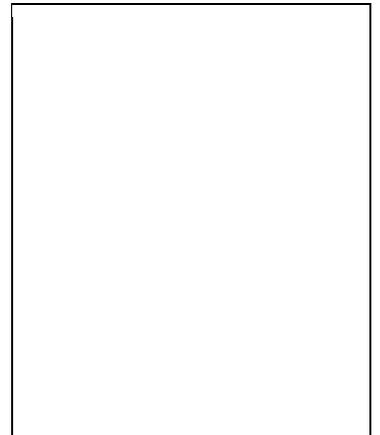
6. Whatsapp Number Operating Person 2 _____; Cell no if different _____

TO BE SIGNED BY OPERATING PERSON TWO BEFORE DHA DESIGNATED OFFICER

Signature _____

Signature _____

Signature _____



Thumb Impression

Left (Male) Right (Female)

FOR OFFICE USE

Certified that I, _____, administered the signature of Operating Person Two Mr/Ms/Miss/Mrs/_____ s/o,d/o,w/o _____ bearing CNIC No _____. I checked the CNIC/Passport, compared the picture of the CNIC with the person appearing before me, and counterchecked the CNIC/Passport details with NADRA data. I also checked that the Board of Directors has authorized the individual to operate properties on behalf of the corporate body. In case of military institutions, I have satisfied myself that competent authority has delegated operation of property to the two authorized offices.

I understand that DHA Quetta requires minimum two officers to handle property, however a corporate body may choose additional officials. For this credentials of additional operating persons and signatures will be obtained on same pattern. The two must exercise this authority as joint operators and NOT as Either or Survivor basis.

Date

DHA Quetta Manager Records/Dir/AD T&R

Name _____

Designation _____

CNIC/PA No. _____

Round Stamp

INSTRUCTIONS

FOR CATEGORY 'B' MEMBERSHIP FOR COMPANY/CORPORATE

General

1. All Pakistani and foreigner companies/corporate bodies/diplomatic missions and military outfits are eligible.
2. Original CNIC/PASSPORT must be in possession while appearing before DHA Quetta designated officer.
3. This Membership is for lifetime and membership renewable fee is payable after every **02** years.
4. Applicants are required to appear personally before the DHA Quetta designated officer for signatures, digital photograph and digital finger printing.

COMPLETION OF FORM

1. All attached documents must be readable.
2. No overwriting/cutting/erasing is acceptable.
3. Incomplete forms will not be accepted.
4. No entry is to be left blank.
5. All columns must be filled in BLOCK LETTERS.

STANDARD DOCUMENTS TO BE ATTACHED BY ALL

1. Pay Order/Bank Draft for Registration fee (as applicable) payable to Defence Housing Authority, Quetta.
2. Two latest passport size photographs duly attested of operating person.
3. Two copies of the CNIC/NICOP /Passport of operating person (as applicable) duly attested.
4. Affidavit on Rs. 100/- Non Judicial stamp paper duly Notarized by Notary Public (Specimen enclosed).

COMPULSORY DOCUMENTS TO BE ATTACHED FOR ALL TYPES OF ORGANIZATION

1. **FINANCIAL INSTITUTION AND MULTINATIONAL COMPANIES**
 - a. Resolution of Company authorizing the individual dealing with this Authority duly signed by the Chairman/MD with Office Seal. b. Authority Letter signed by the Chairman/CEO/MD.
 - b. Memorandum and Articles of Association along with Certificate of Incorporation (Companies Act, 2017).
 - c. Covering letter on letter head with stamp.
 - d. Latest Form 29 issued from the SECP showing Directors and M/D.
 - e. National Tax Number Certificate (FBR) if available.
 - f. Registration with Balochistan Revenue Authority, if applicable.
 - g. Company profile, if available.

2. **PRIVATE LIMITED COMPANIES**
 - a. Applicable documents as mentioned as per serial 1 above.

3. **PARTNERSHIP**
 - b. Registration Certificate from concerned Registrar of Firms.
 - c. Latest Certificate of Existence from concerned Registrar.
 - d. Copy of Registered Partnership Deed.
 - e. Applicable documents as mentioned as per serial 1 above.

4. **NGO's AND TRUST & FAMILY TRUST**
 - a. Deed of Trust registered with Gov.t Registrar.
 - b. Latest Certificate indicating about Existence of Trust from Govt Registrar.
 - c. Latest List of Trustees.
 - d. Applicable documents as mentioned as per serial 1 above.

5. **GOVT ORGANIZATION**
 - a. Govt Gazettes Notification, Raising Order (military institutions).
 - b. Applicable documents as mentioned as per serial 1 above.

