

**PAKISTAN DEFENCE OFFICERS HOUSING AUTHORITY - KARACHI**

**AMALGAMATION**  
**(INSTRUCTION SLIP)**

1. To apply for amalgamation of plot following documents are required to be submitted: -
  - a. Covering Letter requesting for amalgamation of plots.
  - b. One Affidavit Rs.20/- attested by an Oath Commissioner/First Class Magistrate (specimen attached).
  - c. *Two Computerized Sketch with existing and proposal duly signed by the Owner*
  - d. *Two copies* of latest Site Plan (both Plots) (validity period of site plan is 2 years from the date of issue).
  - e. Original Transfer Order (or) Division Order.
  - f. 2x Photocopies of computerised NIC/Passport duly attested by Oath Commissioner.
  - g. In case of amalgamation of plot in the name of more than one owner, a consent letter from all the co-sharers be attached, indicating/mentioning the address on which the correspondence is to be made, however, **addresses & telephone numbers of all co-sharer be written under each name.**
2. Once the amalgamation documents has been accepted, please pay the fee in the Accts Cash Counter. The Accts Branch will make the necessary endorsement on the covering letter.
3. The applicant will deposit the **duly endorsed application by Accts Cash Counter/Acct branch** at the **Establishment counter/Reception (Veranda)** and obtain a receipt. The receipt will indicate the date of collection **subject to no violations/observation etc.**

**Notes:**

1. All fees are subject 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 Accounts Branch.
3. In case you desire your case to be processed on urgent basis, on payment of requisite emergent fee, please contact the **TP&BC** for necessary endorsement before paying the fees/submitting the documents at the counter

**1. Attestation of Affidavits**

- Affidavit executed within Karachi (Pakistan) be got attested by Oath Commissioner/Notary Public/ Nazim concerned.
- Affidavit executed outside Karachi (within Pakistan) be got attested by 1<sup>st</sup> class Magistrate/Nazim concerned.
- Affidavits executed outside Pakistan be got attested from authorised officer of Pak Embassy abroad or the Consulate General.

**SPECIMEN****AMALGAMATION AFFIDAVIT****Affidavit on Rs20/- Stamp Paper Duly Attested by Oath Commissioner.**

I/We \_\_\_\_\_ s/o/d/o/w/o

Muslim, adult resident of \_\_\_\_\_

in possession of my full faculties and sense and of my free will and without any coercion or duress. do hereby solemnly affirm and declare as under: -

1. That I/we am the legal Transferee of Plot Nos. \_\_\_\_\_  
\_\_\_\_\_ Sq Yds or thereabout, situated in Pakistan Defence Officers Housing Authority, Karachi, which are transferred in my name.
2. That I/we have decided to amalgamate the said plots into one plot of \_\_\_\_\_ Sq Yds.
3. That I/we agree to pay the amalgamated fee and will be responsible for all the dues of the amalgamated plot and I further confirm that I will abide by all the rules/regulations made by the Defence Authority, the Cantonment Board and/or any other Authority responsible for the Municipal Administration of this area.
4. I/we hereby accept that the Compulsory Open Spaces for the plot resulting after amalgamation shall be the same as applicable to similar size plot, given in the DIA Byc Laws.
5. I/We further confirm that the decision of Defence Authority and the Cantonment Board with regard to the Amalgamation of the plots will be acceptable to me and will be binding, on me

**DEPONENT**

Station \_\_\_\_\_

Dated \_\_\_\_\_