



STEPS FOR BUILDING CONSTRUCTION IN DHA GUJRANWALA

(To construct the building member have to take following steps after receiving "Allotment Letter")

1. Obtain the Site Plan

Required Documents

- 1 x Possession Form
- 1 x Photocopy of Allotment Letter/ Allocation / Transfer Allocation / Intimation / Transfer Intimation
- 1 x Photocopy of Owner CNIC
- Photocopy of Payment vouchers of Dev Charges
- Photocopy of Payment Voucher of Site Plan & Possession Charges
- DHA Approved Attorney & CNIC of Attorney

Time Frame

- 10 Working Days

Charges

Kindly refer to the schedule of charges available at Information Desk/ DHA Website.

2. Submit proposed drawings for approval

Required Documents

- Proposed drawings, kindly refer to the set of instructions available at Information Desk/ DHA Website.
- Original soil test report along with original paid challan. (Only for DHA Material Testing Lab)

Time Frame

- 30 Working Days
Note: Drawing must be prepared by approved architect

Charges

Kindly refer to the schedule of charges available at Information Desk/ DHA Website.

3. Demarcation

Required Documents for Demarcation

- Demarcation Form
- NOC from Finance
- Undertaking of Own Water Supply Arrangements
- Undertaking for Stacking of Material & Temporary Hut
- Original Paid Challan of Possession Charges
- Photocopy of Drawing Approval Letter issued by DHA.
- Filled Proforma - Tentative Work Schedule to be attached.

Time Frame

- 5 Working Days

Charges

Kindly refer to the schedule of charges available at Information Desk/ DHA Website.

Note: All Undertakings should be on e-stamp paper worth Rs. 100/-

4. Obtain Water/ Sewer Connection after completing the building before occupying

Required Documents

- Application form
- Original + 1 x photocopy of paid challan for water & sewerage connection
- 2 x Identical Photographs of House (4 x photographs for corner house) (Photo Size: 6x4 on photo paper)
- 1 x photocopy of Site plan with current owner's name
- 1 x photocopy of CNIC of the Owner/ Attorney
- 1 x photocopy of paid bill, in case of 10KW or above solar system is installed'(For houses measuring 1 kanal or above)

Time Frame

No time frame is given for connectivity as it all depends on the observations/ rectifications.

Charges

Kindly refer to the schedule of charges available at Information Desk/ DHA Website.

5. Obtain Completion Certificate

Required Documents

- Application to Director BC
- 2 x Identical Photographs of House (4 x photographs for corner house) (Photo Size: 6x4 on photo paper)
- 2 x approved drawings (Ammonia Prints)
- Original paid challan of completion certificate fee
- 1 x Photocopy of already paid challan of water & sewerage
- 1 x photocopy of DHA letter regarding opening of Water & Sewerage connection
- 1 x photocopy of CNIC of the Owner/ Attorney
- Photocopy of paid challan on account of "Late Completion Charges" (if applicable)

Time Frame

30 Working Days
(Subject to no violation)

Charges

Kindly refer to the schedule of charges available at Information Desk/ DHA Website.