



PAKISTAN DEFENCE OFFICERS HOUSING AUTHORITY

2/B, East Street, Defence Housing Authority Karachi – 75500, (PAKISTAN)

Telephones: 35886401-05, 111-589-589, FAX: 35886406 & 35884099

DHA Web Site: www.dhakarachi.org / E-mail: dha@dhakarachi.org

In reply, please quote:

DHA/ _____ **/Card Cell**

Dated: _____.

To:

Subject: **RENEWAL OF MEMBERSHIP**

Dear Sir/Madam,

1. As already communicated through advertisement in **Daily News Papers of 9th Aug 2000**, all members are required to renew their membership after every **FIVE YEARS** with effect from **1st July 2000** (all those who were are member **Before or After 30th June 2000**).

2. First **Five years (5)** Renewal period ended on **31st Dec 2005**, Second renewal period (5 Yrs) from 1st Jan 2006 to **31st Dec 2010**, Third renewal period (5 Yrs) from 1st Jan 2011 to **31st Dec 2015** and Forth renewal period (5 Yrs) commenced form 1st Jan 2016 to **31st Dec 2020**. Members are requested to get their membership renewed up to **31st Dec 2020**.

3. The effective date for the renewal for new members will be after **FIVE YEARS (5 Yrs)** of obtaining of membership and **date of expiry** of Membership Card.

4. Members applying for renewal of membership are requested to forward/deposit following (FRESH & VALID) documents **duly signed** as under:-

- | | |
|---|---|
| a. 2x Fresh photographs (PP size) Attested on back side. | - (Uniform for Serving Armed Forces) |
| b. 2x photocopies of CNIC/NICOP/POC/Passport. | - Attested (as applicable) |
| c. Latest present postal & permanent address. | - Application for change of address (if applicable). |
| d. Detail of legal heirs/family members. | - Form attached (Complete in all respect). |
| e. 1x Fresh photograph (PP size) of all living family members. | - Attested on back side. |
| f. 1x copy of CNIC/NICOP/POC/Passport (as applicable) | - Attested (over 18 years family members) |
| g. Change in marital status, addition/amendment of name & Change/addition/amendment of Father/Husband name. | - Application/Documentary Proof Required on Stamp Paper (if applicable) |
| h. Supporting documents of other changes, if any. | - (For Corporate Bodies only). |
| j. Photocopy of Svc, Retired Card, Release, Retirement Order & Pension Book. | - (For Armed Forces & Registered in Cat 'A') (as applicable) Attested. |
| k. Photocopy of Computerized (NADRA) Form-B & NICOP/POC/Passport (as applicable) | - Attested. For children's under 18 years. |

- Note:-**
- 1. Renewal documents Deposit at Main Reception Counter T & R Dte.**
 - 2. Collect Renewal Token from Counter # 7 for next working day visit.**
 - 3. Bring ORIGINAL & VALID CNIC, NICOP, POC or Passport & DHA Membership Card for Digital Photograph & Biometrics.**
 - 4. Clearance of any Observation/Deficiency will be made at the earliest.**

RENEWAL FEE FOR 5 YEARS (w.e.f. 02-Mar-2015)

(SAME DAY RENEWAL FEE Rs.5,000/-)

Category				Category			
a. "A"	Armed Forces Officer	Rs.	2,000.00	f. "BS"	Sindh Govt. Officers	Rs.	3,000.00
b. "B"	Civilian	Rs.	4,000.00	g. "C"	Legal Heir/Hiba/Gift	Rs.	2,000.00
c. "B"	Spouse of Armed Forces Officer	Rs.	2,000.00	h. "D"	Staff	Rs.	2,000.00
d. "B"	Corporate Bodies	Rs.	30,000.00	j. "S"	Special Allottees	Rs.	2,000.00
e. "B"	Foreigners	Rs.	30,000.00	k. "S"	Widow of Shuhada	Rs.	200.00

Note:- Renewal Fee Paid on DHA Finance Counter Through Pay Order & Attached a Photocopy of Receipt.

**PAKISTAN DEFENCE OFFICERS HOUSING AUTHORITY
 DETAILS OF FAMILY MEMBERS (UPDATION FORM)
 (TO BE FILLED IN BLOCK LETTERS)**

NOTE: ALL LIVING FAMILY MEMBER'S 1x CNIC, NADRA FORM B COPY ATTESTED & 1x PHOTOGRAPH REQUIRED

1.	Father's Name	Photo (Passport size)	
	CNIC No.		
	Address.		
	Phone Nos. (Land Line/Mob)		
2.	Mother's Name	Photo (Passport size)	
	CNIC No.		
	Address.		
	Phone Nos. (Land Line/Mob)		
3.	Spouse's Name	Photo (Passport size)	
	CNIC No.		
	Address.		
	Phone Nos.(Land Line/Mob)		
4.	Children Over 18 Years		
	(1)	Name	Photo (Passport size)
		CNIC No.	
		Address.	
		Phone Nos.(Land Line/Mob)	
	(2)	Name	Photo (Passport size)
		CNIC No.	
		Address.	
		Phone Nos.(Land Line/Mob)	
	(3)	Name	Photo (Passport size)
		CNIC No.	
		Address.	
		Phone Nos.(Land Line/Mob)	
	(4)	Name	Photo (Passport size)
		CNIC No.	
		Address.	
		Phone Nos.(Land Line/Mob)	
5.	Children Under 18 Years		
	(1)	Name	Photo (Passport size)
		Child Registration No.	
	(2)	Name	Photo (Passport size)
		Child Registration No.	
	(3)	Name	Photo (Passport size)
		Child Registration No.	
	(4)	Name	Photo (Passport size)
		Child Registration No.	

Present Postal Address _____

Signature: _____

Name: _____

Membership No: _____

Date: _____

Phone No: _____

Note: Please use Extra Sheet if necessary.

Email Address: _____