

To: General Headquarters
AG's Branch (Housing Dte)
GHQ, Rawalpindi

Subj: **NOC-Sale of Houses to Armed Forces Officers /their Wives / Widows (Lease on Schedule IX-A Executed)**

1. **House No / Location.** _____
2. **Seller**
 - a. PA/Rank/Name _____ Son/Daughter of _____
 - b. NIC No _____
 - c. Address _____
3. **Buyer (relevant column to be filled)**
 - a. **Armed Forces Officer**
 - (1) PA/Rank/Name _____ Son/Daughter of _____
 - (2) NIC No _____
 - (3) Address _____
 - OR**
 - b. **Wife/Widow of Armed Forces Officer**
 - (1) Mrs. _____ Wife/Widow of PA No/Rank/Name _____
 - (2) National Identity Card No _____
 - (3) Address _____
4. I (**seller**) am enclosing following documents:-
 - a. Attested copy of **National Identity Card** of **seller** and **buyer**.
 - b. Latest **passport size photograph** of **seller** and **buyer** duly attested.

- c. **Processing fee** amounting to Rs **1000/-** through Bank Draft / Pay Order number _____ in favour of Housing Directorate GHQ
- d. Attested **copy of lease deed** on **Schedule IX-B** in favour of allottee.
- e. **Clearance from the Residents Executive Committee** of the colony regarding **clearance of dues** for the services provided under their arrangements.
- f. Upto date **receipt of taxes paid** to concerned Cantonment Board.
- g. **Confirmation** from concerned Deputy Assistant Director (Works) **that no unauthorized construction / violation / encroachment** has taken place in the said house.
5. **No Objection Certificate** may please be issued for transfer/sale of subject house to the buyer as mentioned above.

Signature of Seller _____

Name _____

Dated: _____

6. It is certified that I am aware of the rules of Army Officers Housing Scheme and under take to abide by these.

Signature of **Buyer** _____

Dated: _____

Name _____