INDEMNITY BOND FROM DONEE

I _____ son of _____, CNIC No. _____ resident of _____, do hereby solemnly affirm and declare as under:-

1. That I have been gifted (structure and Plot) _____ measuring _____ from _____ son of _____, CNIC No. _____ resident of _____.
2. That I have satisfied myself about the title of the aforesaid donee in the aforesaid Plot at my own risk.
3. That I hereby undertake to indemnify the Federal Government Employees Housing Authority, Islamabad against all losses or damages. If any that may be occasioned to the Foundation by the transfer/mutation of the aforementioned Housing in my favour.
4. That I hereby undertake to indemnify the FGEHA that the said Plot has not been mortgaged / encumbered with any bank or any other loan-giving agency.
5. That I further agree to abide by all the rules and regulations of the Foundation, which are presently in force or those to be enforced in future.

IN WITNESS WHEREOF I have in to set and subscribed under my hand at Islamabad on this _____.

EXECUTANTS:

_____

_____
CNIC No. _____

Witness 1._____
Name:_____

CNIC No. _____

Witness 2._____
Name:_____

CNIC No._____

INDEMNITY BOND FROM DONER (ALLOTTEE)

_____ son of _____ CNIC No. _____, resident of _____ do hereby solemnly affirm and declare as under:-

1. That the executant has gifted (Plot) _____, measuring _____ to my _____ _____ son of _____ resident of _____.
2. That the executant has submitted transfer application form No._____ in the Federal Government Employees Housing Authority, Islamabad for transfer of the said Plot in favour of donee and the executant also submitted an indemnity bond to the effect that the above said Plot is free from all sort of encumbrances and the executants is the sole absolute and exclusive owner of the above said Plot has not taken any loan from any agency/bank.
3. That I hereby undertake to indemnify the purchaser and FGEHA that if due to same legal defects in ownership the above said (Plot) goes out the possession or ownership of the donee or FGEHA suffer any losses the executant shall pay back the entire sale consideration along with expenses and damages to the donee.
4. That the executants further agree for himself/herself and his/her heirs, administrators assigns to have the donee and keep him/her harmless against or form any damage cost and expenses which he/she may sustain and incure by reason or claim being made by any arrear due there form.
5. That I further agree to abide by all the rules and regulation of the FGEHA, which are permanently enforce or those to be enforced in future.

IN WITNESS WHEREOF I have here into set and subscribed under my hand at Islamabad on this _____.

EXECUTANT: _____

_____

CNIC No. _____

Witness 1._____
Name: _____

CNIC No._____

Witness 2._____
Name: _____

CNIC No._____

ORAL GIFT DECLARATION

1, _____ son of _____, resident of _____, CNIC No. _____, do hereby solemnly affirm and declare as under:-

1. That I am Mohammadan and governed by the Sunni concept of Mohammadan Law.
2. That I have great love and affection for my real _____ _____ son of _____resident _____.
3. That I had gifted my (Plot)_____, measuring _____ to my above named _____ out of my saving and the said gift is irrevocable.
4. That the Donor has submitted transfer application form No._____ in the Federal Government Employees Housing Authority, Islamabad for transfer of the said Plot in favour of donee.
5. That I have handed over the possession to the done who has accepted the gift and taken over the same.
6. That the above gift is complete, irrevocable and unconditional .It has been made on account of natural love and affection.
7. That I have now no concern or claim or any interest with the said Plot.
8. That the above donee have now become absolute owner of the said Plot and he/she has full right to use, enjoy, invest anywhere in any shape to anybody else, desired by them. In this respect I will have no objection.
9. That this declaration of gift has been made by the donor without any undue influence or coercion and in full knowledge of the facts and consequence of the gift made.

That my above mentioned statement is correct and true to the best of my knowledge and belief and nothing has been concealed therein.

DONOR/DEPONENT_____

_____

CNIC No. _____

ACCEPTANCE OF GIFT

I, _____ son of _____ CNIC No._____ resident of _____. do hereby solemnly affirm and declare that I have accepted the above said gift made out by above mentioned donor and have taken over the possession of the same.

Dated: _____

EXECUTANTS

_____

_____

CNIC No. _____

Witness 1._____

Name: _____

CNIC No. _____

Witness 2._____

Name: _____

CNIC No. _____

UNDERTAKING

1. WE, BOTH TRANSFEROR AND TRANSFEREE

CASE/FILE NO. _____,(_____).

ARE AGREED ON THE ADMITTING OF THE TRANSFER CASE i.e. SUBJECT TO

VERIFICATION/CLEARANCE OF CNICs FROM NADRA/ LEGAL CLEARANCE/ ACCOUNTS

CLEARANCE/ DOCUMENTS CLEARANCE ETC.

2. WE BOTH WILL HAVE NO OBJECTION IF THE PROCESSING OF CASE TAKES MORE

THAN ONE DAY AFTER ADMITTING.

Signatures of Donor/Transferor

_____

_____

Name: _____

CNIC No: _____

Signatures of Donee/Transferee

_____

Name: _____

CNIC No: _____

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10 MAUVE AREA, SECTOR G-10/4, ISLAMABAD

Form No.			Phase	III IV V
	(for Official use only)			
File No				
	(TO BE SUBMITTED ALONGWITH DOCUMENTS)			
Submitting Date	D D - M M - Y Y Y Y		Admitting Date	D D - M M - Y Y Y Y

	DOCUMENTS RECEIVED & CHECKED	By the Applicant	By Official Use Only
1	Transfer Application Form	☐	☐
2	Original Offer & Allotment Letter / T Letter	☐	☐
3	Two Photographs of both Parties	☐	☐
4	Photocopy of NIC's of both parties duly attested by Class-1 Officer	☐	☐
5	Photocopy of NIC of attesting Officer	☐	☐
6	Photocopy of NIC's of witnesses	☐	☐
7	NOC'S / NDC from Law, Finance & Technical Wing	☐	☐
8	Affidavits from both parties	☐	☐
9	CVT (if applicable) of Sale Agreement amount	☐	☐
10	National Tax Number (NTN) Certificate	☐	☐
11	Two Copies of Sale Agreement	☐	☐
12	Identification Column is to certified by the Estate Agent if transaction through him	☐	☐
13	NOC loan giving agency (if applicable)	☐	☐
14	Original GPA/SPA (if applicable)	☐	☐
15	In case of family transfer relationship proof be given	☐	☐
16	Original deposit receipt of transfer fee	☐	☐

Submitted By ALLOTTEE/DONOR

Signature._____

Name: _____

ALLOTEE / DONOR

ALLOTEE / DONOR

Note: Admitting of Urgent Transfer Case is conducted between 01:00 P.M to 04:00 PM within 24Hours after submission subject to the fulfillment of all the codal Formalities of Transfer Case

---

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10 MAUVE AREA, SECTOR G-10/4, ISLAMABAD

RECEIPT

Received Transfer application Form No.		Dated	D D - M M - Y Y Y Y
Against File No.		**Dated:**	
The transferor and transferee are requested to contact the Authority's office on *			D D - M M - Y Y Y Y
Admission of the sale/transfer:			
Dated:	D D - M M - Y Y Y Y		ASSISTANT DIRECTOR (ADMITTING)

Note: Admitting of Urgent Transfer Case is conducted between 01:00 P.M to 04:00 PM within 24Hours after submission subject to the fulfillment of all the codal Formalities of Transfer Case.

* (Admitting of ORDINARY TRANSFER CASES is conducted between 09:00 a.m to 12:00 noon only)

FORM A

(For Official use only)

Paste 3 Fresh Passport Size Colour Photograph (attested 2 from font & 1from Backside)

Serial No. _____

Phase: | III | IV | V |

APPLICATION FOR TRANSFER OF ALLOTMENT / OWNERSHIP

OF PLOT THROUGH GIFT ON PAYMENT OF TRANSFER FEE

To,

The Director (Estate),
Federal Government Employees Housing
Authority, Islamabad

Subject: **TRANSFER OF ALLOTMENT OF PLOT**

Dear Sir,

I am allottee/owner of Housing Authority Plot

Vide allotment letter No. | F No. _____ | Dated: _____ |

I have now decided to transfer the said Plot **Through Gift** to my real _____ _____ son of _____, CNIC _____, resident of _____ for consideration of love and affection. I have gifted the above said Plot to my real (_____) on account of love and affection as I deeply touched by the treatment, obedience and natural love of my above named _____. It is, therefore, requested that the allotment of the Plot may kindly be transferred with all my rights, liabilities and deposits in the name of I real _____ _____ son of_____, CNIC _____.

Dated: t-date

Yours faithfully,

Name: _____

Son of

Address: _____

Signature of Allottee/Donor:

CNIC No: (without dashes)
CNIC No. _____
Phone Residence/Office:

Mobile No (Mandatory):

E-mail Address (Mandatory):

_____

FORM B

(For Official use Only)

Paste 3 Fresh Passport Size Colour Photograph (attested 2 from font & 1from Backside)

Serial No. _____

Phase: | III | IV | V |

APPLICATION/DECLERATION OF TRANSFEREE THROUGH GIFT

_____ son of _____, CNIC _____, resident of _____

Hereby admit the contents of the above application (given on FORM –A) as correct and enclose herewith a

Bank Draft No. _____ Dated: _____

Issued by _____ | B | A | N | K | | L | T | D |

For Rs. _____. (Rupees _____)

Drawn on _____ | B | A | N | K | | L | T | D |

Islamabad in favour of Housing Authority, Islamabad on account of transfer fee.

In case the allotment is transferred through gift in my name, I hereby undertake:

i) To abide by all the terms and conditions of allotment of the Plot and to comply with all the orders, directions, instructions, etc. issued from time by Housing Authority.
ii) To pay all the dues, fees charges, etc. payable by the Allottee/Donner to the Housing Authority or any other Government Department, Organization, Agency etc. in respect of the said Plot.
iii) To use the Plot for the same purpose for which it was allotted and to construct the building complying with all the relevant Rules/Regulations, directions, instructions, etc. enforced or issued from time to time by the Housing Authority.

Date: _____

Signature of Donee: _____

Specimen Signatures

1._____

2._____

3._____

Name: _____

Son of _____

Address:_____

ATTESTATI

Signature _____

Name & Designation

_____

CNIC Without (-)

(Stump/Seal of)

CNIC (Without dashes)
CNIC NO. _____
Phone Residence/Office:

Mobile Number(Mandatory):
_____

E-mail Address (Mandatory):
_____

File Number: f-no Dated: f-date

To

Assistant Director Estate __

FGE Housing Authority

Islamabad.

Subject: **Application For Issuance of NOC / NDC For Transfer of Plot from Law/Accounts/Technical**

It is submitted that I am the owner of _____.

I intend to transfer/sale the above mentioned Plot you are requested, to kindly grant me NOC/ NDC for the said purpose.

Thank you very much.

Owner's Signature_____

Name of owner _____

Contact Number _____

CNIC No. _____

Form No._____

DONEE DATA

1. Sr.# 2.	CNIC # OF PURCHASER	
3.	Name & Address of Purchaser	
4.	Description of property (No. & Size)	
5.	Purchaser Value	GIFT
6.	Date of Transfer in the Name of Purchaser.	
7.	Amount of CVT Levied/Paid, if any	

EXECUTANTS

2nd _____

_____.
CNIc No, _____.

Form No._____

DONOR DATA

1. Sr.# 2. CNIC of Seller	
3. Name & Address of Seller	
4. Date of disposal of the said property	
5. Sale Amount	GIFT
6.Period of retention of Property	
7. Amount of CGT Levied/Paid, if any	

SIGNATURE OF Seller;_____

Name: _____.

CNIC No: _____

Sr No._____

p-name p-f name, CNIC No. p-cnic resident of p-address for Indemnity Bond from Donee in favour of FGEHA Islamabad.

Sr No._____

s-name s-f name, CNIC No. s-cnic, resident of s-address for Indemnity bond from Doner in the favour of FGEHA Islamabad.

Sr No._____

s-name s-f name, CNIC No. s-cnic, resident of s-address For Oral Gift Declaration in favour Of FGEHA Islamabad.