



PROCEDURES FOR
CANCELLATION OF INTIMATION LETTER (IL)
DHA BAHAWALPUR

Cancellation of Intimation Letter. At times, IL is required to be cancelled under unavoidable circumstances, either due to wrong name / address of purchaser entered by the investor / Land Owner in affidavit – 2 or for want of change of purchaser altogether. In order to facilitate investor / Land Owner and save him from considerable loss, following actions will be carried out for cancellation of IL:-

1. **Cancellation of IL Issued to Investor / Land Owner**
 - a. Investor / Land Owner will submit an application for cancellation of IL as per specimen at Annex “A”.
 - b. Investor / Land Owner will give an under taking regarding cancellation of IL on stamp paper of worth Rs 100/- as per specimen at Annex “B”.
 - c. Investor / Land Owner will deposit original purchaser’s copy of IL (required to be cancelled) alongwith blank Affidavit -2 for printing and issue in lieu of cancelled IL. **No case without submission of original purchaser’s copy of IL will be entertained.**
 - d. Investor / Land Owner will deposit challan of worth Rs **50,000/-** (Rupees fifty thousand only) as cancellation charges of IL issued in his name.
 - e. DHA in its capacity of Competent Authority will proceed with the application for cancellation of IL issued in the name of Investor / Land Owner for which serving of Notice or publication of Notice in two national dailies will not be required.
 - f. IL will be cancelled only as one time measure. It will not be cancelled twice.

2. Cancellation of IL Issued to Purchaser

- a. Investor / Land Owner will submit an application for cancellation of IL as per specimen at Annex "A".
- b. Investor / Land Owner will give an undertaking regarding cancellation of IL on stamp paper of worth Rs 100/- as per specimen at Annex "B".
- c. Investor / Land Owner will deposit original purchaser's copy of IL (required to be cancelled) alongwith blank Affidavit -2 for printing and issue in lieu of cancelled IL. **No case without submission of original purchaser's copy of IL will be entertained.**
- d. Investor / Land Owner will deposit challan of worth Rs **1,00,000/-** (Rupees one hundred thousand only) as cancellation charges of IL issued to the purchaser (a third person).
- e. In case, DHA in its capacity of Competent Authority wants to proceed with the application for cancellation of IL against "**Old Purchaser**", it will serve a Notice upon him (as purchaser is a third person i.e other than investor / Land Owner) to appear before DHA, on his given postal address, on or before a specific date as per specimen at Annex "**C**".
- f. A public notice as per specimen (Annex "**C**") in two national dailies i.e (English and Urdu) will also be published by DHA Bahawalpur so that the old purchaser may not be condemned unheard. The expense for the publication of notice to appear will be borne by the respective investor / Land Owner.
- g. IL will be cancelled only as one time measure. It will not be cancelled twice.

To: Director Land
DHA Bahawalpur

Application for Cancellation of Intimation Letter

Respectfully Submitted,

1. That, an Intimation Letter No _____, dated _____ originated from File No _____, Mouza _____ on the basis of affidavit no _____ and _____ dated _____ submitted by the undersigned was issued by your good office.

2. That, the applicant was the part of the said transaction in the capacity of _____.

3. That, due to un avoidable circumstances, intimation letter No _____ issued in the name of _____ S/O _____ CNIC No _____ Resident of _____ is required to be cancelled for the reason that _____.
Purchaser copy of IL in original is attached.

4. That, deal for sale of 1 Kanal (500 Sq Yds) file was made for Rs _____ and An amount of Rs _____ was received as an advance. It was all an oral settlement / copy of said Agreement is attached.

5. It is requested that above mentioned IL may be cancelled and in lieu of the old one, a new Affidavit -2 (No _____ and _____) be printed / issued.

Applicant

Date: _____

Name _____

CNIC No _____

Mobile No _____

AFFIDAVIT

I, _____ S/O _____ Caste _____ R/O _____
 in possession of my full faculties and senses and of my free will and without coercion, duress hereby
 solemnly affirm and declare on oath:-

1. That, the deponent in the capacity of _____, has filed an application for
 cancellation of Intimation Letter No _____ issued in the name of
 _____ S/O _____ Resident of _____ CNIC
 No _____ dated _____ originated from File No _____,
 Mouza _____ on the basis of affidavit no _____ dated _____.
2. That, this affidavit is submitted alongwith the said application to support the contents of the
 same. The contents of the application may be taken as part and parcel of this affidavit and
 may be read alongwith it.
3. That, because of the fact that the transaction did not culminate to its natural end so the said
 Intimation Letter is needed to be cancelled for the sake of issuance of a fresh one.
4. That, deal for sale of 1 Kanal (500 Sq Yds) file was made for Rs _____ and
 An amount of Rs _____ was received as an advance. It was all an oral
 settlement / Copy of said Agreement is attached.
5. That, the deponent shall be responsible for any / all sorts of claims from any person and the
 matter shall be resolved by the deponent without involving DHA Bahawalpur.
6. That, the deponent undertakes to keep DHA Bahawalpur indemnified in this regard in all
 respect. There will be no liability on DHA Bahawalpur for any kind of claim in this regard.

- 7. That, the deponent is willing to pay a challan of Rs _____ as cancellation fee in the It of SOP on the subject.

- 8. That, the contents of this Affidavit are true and correct and nothing has been kept concealed.

DEPONENT

Verification

It is verified on oath here at Bahawalpur on this _____ day of _____, 2015 that the contents of the Affidavit are true and correct to best of my knowledge and belief and nothing has been kept concealed.

DEPONENT

WITNESSES

1. Name _____
S/O _____
Resident of _____
CNIC No _____

2. Name _____
S/O _____
Resident of _____
CNIC No _____

NOTICE

It is to inform you _____ S/O _____ Caste _____ R/O _____
 that an application for cancellation of Intimation Letter No _____, dated _____
 originated from File No _____, Mouza _____ on the basis of
 affidavit no _____ and _____, dated _____ issued in the name
 of _____ S/O _____ R/O _____
 _____ CNIC No _____ has
 been received by DHA Bahawalpur. You are directed to appear before Director Land on
 _____ at _____ a.m sharp to submit your defence plea / claim as you have
 been the part of transaction at the time of issuance of said Intimation Letter or Competent
 Authority shall be at liberty to proceed ex-parte.

Station: **Bahawalpur**

Dated : _____

Sig of Dir Land

AFFIDAVIT

(Issued in lieu of Cancellation of Intimation Ltr No _____)

Affidavit Fee Challan No: _____

Mouza: _____

Code No: _____

I, _____ S/O _____ Cast _____ R/O _____

In possession of my full faculties and senses and of my free will and without coercion, duress hereby solemnly affirm and declare as under :-

1. That, I have sold / transferred land measuring ____Kanal ____Marlas (_____only) from Khewat No_____, Khatooni No_____, Salam Khata_____Kanal_____Marlas, Qitat (_____), Transferred share ____/____ measuring _____Kanal _____Marlas. Total land measuring 68 Kanal 17 Marlas owned by _____S/O _____vide Mutation No_____dated_____, Situated at Mouza_____, Tehsil Saddar, District Bahawalpur vide Sale Deed document No_____dated_____ Registered with the Sub-Registrar Tehsil Saddar Bahawalpur to DHA Lahore Bahawalpur Chapter, against exemption.
2. That, an Intimation Letter No_____, dated_____ originated from File No_____, Mouze_____ on the basis of affidavit no._____ and _____ dated _____ submitted by the undersigned was issued by DHA Bahawalpur.
3. That, due to un avoidable circumstances, intimation letter No_____ issued to _____S/O_____ CNIC No _____ Resident of _____ has been cancelled.

Affidavit Fee Challan No: _____

Mouza: _____

Code No: _____

4. Basing upon my investorship / ownership of land **1 Kanal (500 Sq Yds)** residential plot against above land may kindly be allocated to _____ S/O _____ Resident of _____ holding CNIC No _____.
5. That, the deponent shall be responsible for any / all sorts of claims from any person and the matter shall be resolved by the deponent without involving DHA Bahawalpur.
6. That, the deponent undertakes to keep DHA Bahawalpur indemnified in this regard in all respect. There will be no liability on DHA Bahawalpur for any kind of claim in this regard.
7. That whatever is stated above is correct and true to the best of my knowledge and belief and nothing has been concealed.

Signature of Investor / LO:

VERIFICATION:

8. Verified on Oath at Bahawalpur on this _____ day of _____ that the contents of the above affidavit are true to the best of my knowledge and belief

Signature of Investor / LO:

Signature & Stamp of Assistant Director Land: _____

Dated _____

Signature & Stamp of Director Land: _____

Dated _____