

**DHA Bahawalpur**  
**DOCUMENTS REQUIRED FOR SPECIAL/ LOCAL**  
**POWER OF ATTORNEY**

1. Original Special/ Local Power of Attorney on Rs 1200/- Stamp paper duly attested by Notary Public.
2. Original Allotment / Transfer / Intimation Letter.
3. Undertaking by the Owner on Rs.100/- rupees affidavit.
4. Bio data form of Attorney Holder.
5. Power of Attorney Fee Challan.
6. Original CNICs of Owner and Attorney Holder.

## SPECIMEN SPECIAL/ LOCAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS THAT IMr/Mrs/ Miss \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (CNIC/ NICOP/ Passport Number) \_\_\_\_\_ S/O, D/O,  
W/O \_\_\_\_\_ Presently resident of \_\_\_\_\_  
\_\_\_\_\_

make constitute, appointment, nominate and constitute to Mr/ Mrs/ Miss \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (CNIC/ NICOP/ Passport Number) \_\_\_\_\_  
S/O, D/O, W/O \_\_\_\_\_ presently resident of \_\_\_\_\_

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Reason for Power of Attorney.

That I am the owner of **Plot Number** \_\_\_\_ **Sector** \_\_\_\_ **Reference Number** \_\_\_\_ Situated at **Defence Housing Authority, Bahawalpur**, measuring \_\_\_\_\_ **Marla/ Kanal/** \_\_\_\_\_ **Square Yards.**

**That** I have since been residing abroad {add country name} and due to return on \_\_\_\_\_ for my business/ Job activities abroad therefore it is not convenient for me to look after, manage, sale, take possession, construct and supervise my above mentioned property by myself therefore I hereby nominate, constitute and appoint the above mentioned representative/attorney as my true and lawful special attorney On my name and on my behalf to do or execute all or any of the acts or things hereinafter mentioned that is to say:-

1. To **negotiate and** sell the above mentioned plot building/ property in Defence Housing Authority Bahawalpur and to do all acts, deeds and things necessary for the purposes.
2. **To submit drawings / plans etc. for approval and** sign/ execute any documents deed or paper required to be signed or executed by the concerned authority of Defence Housing Authority Bahawalpur.
3. To correspond with the concerned authority.
4. To proceed possession of the plot/ Villa **as and when** required.
5. To sell, the said plot or land and/ or the building within three (3) months of the obtaining the Local/**Special** Power of Attorney and to execute all kind of deeds and to get registered the same with the **Defence Housing Authority Bahawalpur.**
6. To appear and act in all the courts (civil, revenue or criminal), whether original or appellate, in the registration Offices and/ or in any other office or department of Government or District Board, Municipal Board, concerned authority or Notified area or any other local authority. To engage any advocate counsel **in case of need. (This POA is related to DHAB property only but paragraph 7 & 8 are related to the court matters, hence removed).**

7. **To take any legal or administrative action related to the sell, purchase, construction / demolition of said plot.**
8. Generally, to do each and every thing requisite for all purposes stated above and the purposes which are omitted and are to be done on my behalf.
9. All the acts, deeds, matters and things done by the said Special Attorney shall be constructed as having been done by me and I do hereby agree to ratify and confirm the same.
10. That this **Special/** Local Power of Attorney (SPA) is made by without any undue influence of coercion and in full knowledge of the facts and consequence of the Special/ Local Power of Attorney made.
11. Having carefully read, listened and clearly understood the deed of this Special/ Local Power of Attorney in favour of \_\_\_\_\_ S, D, W/O\_\_\_\_\_ it is inked completely on stamp paper worth Rs 1200/- in presence of witnesses at DHA Bahawalpur Head office on \_\_\_\_\_ so it becomes a valid documentary evidence to be used as and when required.

IN WITNESS THEREOF I have set my hand to this deed on this \_\_\_\_ **day of** \_\_\_\_ **2023**, after understanding the contents of this deed in presence of the witnesses below.

**Attorney Holder**

Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 CNIC Number \_\_\_\_\_  
 Date \_\_\_\_\_  
 Thumb Impression \_\_\_\_\_

**Executant**

Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 CNIC Number \_\_\_\_\_  
 Date \_\_\_\_\_  
 Thumb Impression \_\_\_\_\_

**Witness 1**

Name \_\_\_\_\_  
 Signature \_\_\_\_\_  
 CNIC Number \_\_\_\_\_

**Witness 2**

Name \_\_\_\_\_  
 Signature \_\_\_\_\_  
 CNIC Number \_\_\_\_\_



# SPECIAL/ LOCAL POWER OF ATTORNEY UNDERTAKING BY THE OWNER/ EXECUTER

I \_\_\_\_\_ having CNIC No. \_\_\_\_\_ Son / Daughter/ Wife of \_\_\_\_\_ Muslim, Adult, R/O \_\_\_\_\_ nominate/ attorney to Mr/ Miss/ Mrs \_\_\_\_\_ having CNIC No. \_\_\_\_\_ Son / Daughter/ Wife of \_\_\_\_\_ Muslim, Adult, R/O \_\_\_\_\_ as my attorney (authorized person) regarding my Plot/ House Number \_\_\_\_\_ Sector \_\_\_\_\_ Phase \_\_\_\_\_ Reference No \_\_\_\_\_ situated at Defence Housing Authority Bahawalpur, measuring \_\_\_\_\_, owned on my name and that I further affirm and declare-

1. That neither I have entered into an agreement for the sale of the above plot/ villa in question with is operative against the said plot/ villa
2. The said plot/ villa is free from all encumbrances.
3. That I have also given the verbal statement along with written Special/ Local Power of attorney in front of Transfer Officer/ Registrar Of DHA Bahawalpur in favor of a/m attorney holder to sell the said plot/ villa and or the building at the time of transferor within **90 days** period of this POA.
4. I will be fully responsible for all acts/ things, deeds, done by the a/m authorized person/ attorney regarding the sale of my plot/ house situated in Defence Housing Authority Bahawalpur and I will not claim anything at time from DHA Bahawalpur in any court of law or any other institute and I withdraw all of my legal claims whatsoever nature against the DHAB.
5. I/ my attorney will be liable and bound to make the payment of all Taxes Stamp duty whatever is imposed by the Govt. of Punjab/Pakistan, and enhanced FBR Tax against my Property situated in Defence Housing Authority Bahawalpur.
6. I/ my attorney will be obeying and fully comply with the decisions made or instructions issued by the DHAB authority regarding Special/ Local Power of Attorney.
7. It is stated that sub registrar (Govt of Punjab) is not registering my Special/ Local Power of attorney in his office due to non-availability of DHAB records/ Maps/ Town Planning, therefore I am registering / submitting the same in Defence Housing Authority Bahawalpur after notarization by Notary Public, and I will be fully responsible for any and all issues or objections whatsoever nature from any court of law/ competent authority or any other institute in this regard.
8. I/ my attorney will not be involving in any violation of DHAB's Rules or regulations.
9. I/ my attorney will not be involving in frivolous litigations against the DHAB authority.
10. That the above contents are true and correct to the best of my own knowledge and belief and nothing has been concealed therein.
11. I solemnly affirm on oath that this Special/ Local Power of Attorney is made by me without any undue influence, and coercion and in full knowledge of the facts and consequence of the Local Power of Attorney made.

**Executant**

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
CNIC Number \_\_\_\_\_  
Date \_\_\_\_\_

**Attorney Holder**

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
CNIC Number \_\_\_\_\_  
Date \_\_\_\_\_

**VERIFICATION: -**

Verified on Oath at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, that the contents of the above affidavit are correct and true to the best of my knowledge, information, belief and nothing has been concealed therein.

**(DEPONENT)**



## **ATTORNEY HOLDER PERSONAL INFORMATION FORM**

I, \_\_\_\_\_ Son/ Daughter/ Wife of \_\_\_\_\_  
\_\_\_\_\_ Holding CNIC No. \_\_\_\_\_ Residential address \_\_\_\_\_  
\_\_\_\_\_

1. I am attorney holder of plot in DHA Bahawalpur. Detail is as under:-

Reference Number: \_\_\_\_\_ Plot Number: \_\_\_\_\_

Sector: \_\_\_\_\_ Phase: \_\_\_\_\_

Plot Size \_\_\_\_\_

2. As per above mentioned, I am attorney holder of a/m plot in DHA Bahawalpur, please contact me for any information/ query on my under mentioned numbers.

a. \_\_\_\_\_ b. \_\_\_\_\_

c. \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Thumb Impression: \_\_\_\_\_