TRANSFER PROCEDURES

DHA MULTAN

Normal / Regular Transfer

Statement Summary

SERVICE	TIMELINE	CHARGES	DELIVERY
Regular Transfer	After No Demand Certificate Clearance	Depends on the Phase, Size and Plot / Building Type.	Transfer Branch

Documents Required

1. Transfer Documents set specimen available at DHA Multan Reception. (Download Specimen Form DHA website)
2. Original Allocation / Information / Allotment / Transfer Letter deposited to this office at the time of transfer.
3. Seller's affidavits alongwith pic & CNIC duly attested by Oath Commissioner.
4. Purchaser's affidavits alongwith pic & CNIC duly attested by Oath Commissioner.
5. Tfr fee paid challan according to plot size.
6. Membership form alongwith pic & CNIC.
7. E-stamp duty 2% (1% stamp duty & 1% district council fee) alongwith paid challan according to DC Rate.
8. Adv Tax (236-K) paid by the new purchaser (1.25% filer, 10.5% non-filer according to FBR Value Rate) property value upto 50 million.
9. Adv Tax (236-K) paid by the new purchaser (1.25% filer, 14.5% non-filer according to FBR Value Rate) property value over 50 million to 100 million.
10. Adv Tax (236-K) paid by the new purchaser (1.25% filer, 18.5% non-filer according to FBR Value Rate) property value exceeding 100 million.
11. Capital Gain Tax (CGT 236-C) paid by seller (2.75% Filer, 11.5% non-filer according to FBR Value Rate).
12. PST shall be applicable (one time) of on all plot categories including Villas wef 01 June 2025.

Procedure

1. Apply for No Demand Certificate after its approval (intimated via sms / whatsapp).
2. Customer will bring the Transfer Set to the DHA Multan Reception.
3. The customer will be issued a token transfer document scrutiny at Finance CRO.
4. Customer will deposit Transfer Documents along with all paid Government charges and Membership fee at DHA Reception before Transfer.
5. DHA Reception will endorse / receive the documents and issue receipt.
6. Both Seller and Purchaser will visit Transfer Officer for transfer on given Transfer date/walk in.
7. Customer will bring the forwarding letter and original Computerized National Identity Card after receiving sms to collect the Transfer Letter(s) from Letter Receiving Officer Desk DHA Main Office or Sub Offices Lahore, Karachi & Islamabad.
8. Urgent Transfer Allocation / Transfer Allotment Letter (within 24 hrs) fee is @ 10,000/-