

## TRANSFER PROCEDURES

### DHA MULTAN

**Power of Attorney** Procedure for General Power of Attorney / Special Power of Attorney (GPA/SPA) executed abroad area:-

- a. Overseas plot owner will appear in person in the concerned embassy or consulate along with:-
  - (1) General Power of Attorney deed ([Download Specimen form DHA website](#))
  - (2) His original NICOP.
  - (3) Two Pakistani witness with their NICOPs.
- b. Plot owner and the two witnesses shall sign the General Power of Attorney in embassy / consulate before the concerned officer who will authenticate this execution by this seal and signatures.
- c. On receipt of General Power of Attorney, the Attorney will get it verified from Ministry of Foreign Affairs (MOFA).
- d. The General Power of Attorney shall be registered in the office of concerned Registrar.
- e. General Power of Attorney executed in Pakistan:-
  - (1) Overseas plot owner can also execute GPA in Pakistan in favour of Attorney whenever he is in Pakistan. It will be a registered deed and its certified copy shall be produced in DHA at the time of transfer / sale.
- f. Procedure in DHA are:-
  - (1) The Attorney shall appear in person in DHA along with his CNIC and certified copy of GPA to further alienate the plot.
  - (2) GPA/SPA will be verified by DHAM Legal branch.
  - (3) Ownership should be changed if all the requirements are duly fulfilled.