

DOCUMENTS REQUIRED FOR REGISTRATION OF ESTATE AGENTS

1. Application Form for Registration (**Particulars of Applicant**)
2. Investor ground check Performa
3. CNIC - 2 x Copies (duly attested)
4. Photographs (4 x PP size) (duly attested)
5. Police Verification Report by DPO (**In original**)
6. NTN Certificate of firm/company
7. Registration Certificate issued by Excise and Taxation Office (Photocopy duly attested)
8. Undertaking on E stamp paper of Rs. 300/- duly attested by Oath Commissioner
9. Bank Transactions record of one year
10. New FBR Certificates (**DNFBPs**)
11. Evidence of experience of Realtor ship / Investment (if any)



PARTICULARS OF APPLICANT

1. Name of the Firm / Company _____
2. Full Address _____

3. Telephone No _____ Telegraphic Address _____
4. Excise and Taxation Registration _____
(Attached Photo Copy)
5. Name & Address of Bankers _____
6. Particulars of directors / Party / Proprietor

	<u>Name</u>	<u>Nationality</u>
a.	_____	_____
b.	_____	_____
c.	_____	_____
d.	_____	_____
e.	_____	_____
f.	_____	_____
g.	_____	_____
h.	_____	_____

7. Year of Establishment _____
8. Brief Bio data of the Chief Executive:-
Name _____
Qualification _____
Residential Address _____
Telephone No _____
Blood Group: _____

Photo of Executive

Signature: _____

Note: - Change in Particulars please be intimated to the Authority.

UNDERTAKING BY REALTOR

1. I, Mr. S/O
bearing CNIC No..... resident of
do hereby solemnly affirm and declared: -

- Will charge upto 1% commission on sale / purchase of plots.
- Will abide by the instructions given by DHA Lahore – Multan Chapter Authorities from time to time.
- Will not work against the interest of DHA Lahore – Multan Chapter.
- Will not go to any dispute / query between property dealer / DHA authorities' decision of the Project Director as an arbitrator will be final and acceptable to me and I shall not go to any court of law.
- Will not go to any court of law if DHA Multan cancel my registration without assigning me any reason.
- CEO and representative of the real estate agency are not Government employees.
- I, along with my staff (enlisted or affiliated with my office) will never share or communicate any sort of information, details of any property, brought to my notice.
- I will never use unfair means to acquire any information or related data from any source, working inside or outside of DHA premi ses.
- I will follow all the rules and regulations which are given by the authority and ensure no leakage of information will occur by my Estate staff.
- If, I failed to do so or in case of involvement of my office staff, the authorities have the right to take disciplinary action and impose penalty against me.

2. Other details are as under: -

- My Account Nos
- Name of Banks with City
- NTN no of my firm is

3. Whatsoever stated is true and correct to the best of my knowledge and belief.

Deponent

VERIFICATION

Verified on Oath at Multan this _____ day of _____ 20__ that the contents of this undertaking are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent