



**DEFENCE HOUSING AUTHORITY ISLAMABAD - RAWALPINDI**  
**APPLICATION FOR PASS – SERVANT/MAID/DVRs OF RESIDENTS**

Membership No \_\_\_\_\_  
(For house owners only)

1. Kindly Issue a pass for my employee for the year \_\_\_\_\_. I shall be responsible for his/her conduct in DHAI area. His/her particulars are as under:-

- a. Name of Employee \_\_\_\_\_ b. S/O,D/O,W/O \_\_\_\_\_  
c. CNIC No \_\_\_\_\_ d. Nature of Employment \_\_\_\_\_  
e. Employee's Address (Present) \_\_\_\_\_  
\_\_\_\_\_  
f. Employee's Address (Permanent) \_\_\_\_\_  
\_\_\_\_\_  
g. Employee's Contact Number: \_\_\_\_\_  
h. Night Stay Required: **Yes / No**  
i. Local Guarantor Where Servant/Maid/Dvrs Resides (CNIC Copy att):-  
Name: \_\_\_\_\_  
S/O: \_\_\_\_\_  
CNIC No: \_\_\_\_\_  
Signature: \_\_\_\_\_  
j. Employee's Thumb Impression: \_\_\_\_\_  
k. Employee's Signature: \_\_\_\_\_

2. Applicant's Signature: \_\_\_\_\_

Name: \_\_\_\_\_ S/O. D/O.W/O \_\_\_\_\_

CNIC No: \_\_\_\_\_

House No \_\_\_\_\_ Street / Lane / Ave \_\_\_\_\_

Sector \_\_\_\_ Phase \_\_\_\_ Tel / Mob No: \_\_\_\_\_

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

\_\_\_\_\_  
(Signature of Chief Security Officer)

Note:

**Following documents / information required to be provided with the application:-**

- a. Photo copy of CNIC of the applicant/ almt letter of the property.  
b. In case of tenant, copy of rent agreement.  
c. Photocopy of CNIC of employee or Form "B".  
d. 3 x Photographs (1" x1") of employee.  
e. 1 x complete set of docus be registered in concerned Police Station  
f. Copy of driving license in case of driver  
g. Applicant is liable to pay Rs 30/- for lamination of card to security office

**POLICE STATION (MORGAH / SIHALA)**

Above named employee is registered in Police Station Morgah / Sihala: \_\_\_\_\_

**Police Station Stamp:**

