

وفاقی اردو یونیورسٹی برائے فنون، سائنس اور ٹیکنالوجی



دفتر رجسٹرار (انتظامی بلاک)، گلشن اقبال، یونیورسٹی روڈ۔ کراچی

بتاریخ: ۳ جون ۲۰۱۹ء

مجاہد: ۲۰۱۹ / ۲۳۰۳

اعلامیہ

ہاؤس سیلنگ الاؤنس کے فوری اجراء کے لیے جامعہ ہذا کے جملہ (تدریسی و غیر تدریسی) ملازمین کو ہدایت کی جاتی ہے کہ دستاویزات مکمل کر کے مورخہ 30 جون 2019ء تک دفتر ہاؤس سیلنگ کمیٹی، انتظامی بلاک میں جناب خرم مشتاق، معاون کمیٹی کے پاس جمع کروادیں تاکہ پبلک اکاؤنٹس کمیٹی اور ہائر ایجوکیشن کمیشن کی سفارشات کی روشنی میں ملازمین سے دستاویزات کی تکمیل کرواتے ہوئے ہاؤس سیلنگ الاؤنس کی ادائیگی بلا تعطل جاری رہے۔ ملازمین کی آسانی کے لیے دستاویزات کے نمونے (Specimen) منسلک کیے جا رہے ہیں۔ ایسے تمام ملازمین جو پہلی بار ہاؤس سیلنگ کے اجراء کے لئے درخواست دے رہے ہیں، اپ گریڈ ہوئے ہوں یا مکان کی تبدیلی کی صورت میں انہیں تمام فارم A، B، C، E، F، G اور H جمع کروانا ہوں گے جبکہ وہ ملازمین جو اس سے قبل فارم A، B، C اور D جمع کروا چکے ہیں انہیں صرف فارم E، F، G اور H جمع کروانا ہوں گے۔

سیلف ہائرنگ (ایسے تمام ملازمین جو ذاتی رہائش رکھتے ہیں)	پرائیوٹ ہائرنگ (ایسے تمام ملازمین جو کہ کرایہ دار ہیں)
(i) ملازم دیگر وفاقی اداروں کی طرح لیز / رینٹ ایگریمنٹ (رجسٹرار اور مالک مکان کے درمیان) فارم "E" 50 روپے کے اسٹامپ پیپر پر تیار کرے گا۔	(i) ملازم دیگر وفاقی اداروں کی طرح لیز / رینٹ ایگریمنٹ (رجسٹرار اور مالک مکان کے درمیان) فارم "E" 50 روپے کے اسٹامپ پیپر پر تیار کرے گا۔
(ii) ملازم کی جانب سے حلف نامہ دیا جائے گا کہ اس کی / کا شریک حیات سرکاری رہائش نہیں رکھتی / رکھتا۔ فارم "F" تیار کیا جائے گا۔	(ii) ملازم کی جانب سے حلف نامہ دیا جائے گا کہ اس کی / کا شریک حیات سرکاری رہائش نہیں رکھتی / رکھتا۔ فارم "F" تیار کیا جائے گا۔
(iii) ملازم کی جانب سے حلف نامہ دیا جائے گا کہ اس کی / کا شریک حیات سرکاری رہائش نہیں رکھتی / رکھتا۔ فارم "F" تیار کیا جائے گا۔	(iii) ملازم کی جانب سے حلف نامہ دیا جائے گا کہ اس کی / کا شریک حیات سرکاری رہائش نہیں رکھتی / رکھتا۔ فارم "F" تیار کیا جائے گا۔
(iv) ملازم کی جانب سے حلف نامہ دیا جائے گا کہ اس کی / کا شریک حیات سرکاری رہائش نہیں رکھتی / رکھتا۔ فارم "F" تیار کیا جائے گا۔	(iv) ملازم کی جانب سے حلف نامہ دیا جائے گا کہ اس کی / کا شریک حیات سرکاری رہائش نہیں رکھتی / رکھتا۔ فارم "F" تیار کیا جائے گا۔

رجسٹرار

دفتر (کراچی) فون 021-99244141-8 فیکس 021-99244272

صدر دفتر - G-7/1 (واپڈ ہاؤس) زیر پوائنٹ اسلام آباد فون 051-9223610-2 فیکس 051-9223613

SPECIMEN FOR RENT / LEASE AGREEMENT

(On Rs.50 stamp paper)

(For self house hiring cases)

"E"

Rent / Lease Agreement

This agreement is made this day the 1st July, 2018 between Mr. Muhammad Asif Rafique S/o Mr. Rafique Siddiqui Resident of House No R-515, Sector 9, North Karachi hereinafter called the lessor (which term shall include his successors and assignees) on one part and the Federal Urdu University of Arts, Science and Technology, Karachi, hereinafter called the lessee (which term shall include the Commission's successors and assignees) on the other part.

WHEREAS the said lessor is the owner of the House No R-515, Sector 9, North Karachi measuring 1080 sq. ft. covered area and agrees to rent out the said house to the lessee, and the lessee has agreed to take the said house consisting of 02-Bedroom, Living, Kitchen, Lobby and 03 Bathroom under the terms and conditions set forth below:-

1. The lessee will pay rent i.e. Rs.18843/- (Rupees Eighteen thousand eight hundred forty three only) for the month of July (01.07.2018) the remaining rent will be paid on routine basis as per policy.
2. During the lease period the house will be in possession of the FUUAST, no further construction work will be undertaken by the lessor without the proper permission of the lessee in writing.
3. The lessee will not sublet the whole or any part of the demised premises.
4. That the lessee shall not make any addition or alteration to the said property without the consent of the lessor. Reasonable additions/alterations which do not make any material change will be allowed, but such additions/alterations shall be removed by the lessee if not required by the lessor after expiry of the agreement.
5. The lessee shall keep the premises neat and clean and shall commit no act which would deteriorate or adversely affect the conditions of the premises.
6. The lessee shall be responsible for the cost consumption of electricity, water & sui-gas while the lessor shall be responsible for the payment of all Government/Municipal taxes in respect of the demised premises.
7. That the lessor or his representative or rent collector will have the right of entry in the said premises. This will be done by prior written intimation to the lessee about the time and date of the proposed visits.
8. That the lessors shall be bound to affect all the repairs of the said premises in occupation of the lessee whenever needed and would also carry out general whitewashing/colouring or distempering after every three years including painting of wood work and general/necessary maintenance of inlets/outlets of sui-gas, electricity, water and sewerage/drainage etc., failing which the lessee has the right

SPECIMEN FOR RENT / LEASE AGREEMENT

(On Rs.50 stamp paper)
(For self house hiring cases)

"E"

to undertake the work itself after serving notice and deduct the expenditure thus incurred from the rent.

9. The possession of the demised premises including the fixtures which may have been installed by the lessor shall be handed over to him by the lessee in good condition except normal wear and tear after the termination of lease agreement, it will cover the loss of any goods/articles caused by the negligence or misuse by the lessee (occupant), except natural calamities caused in the demised premises or its any part due to un-inhabitable civil commotion, violence of mob, air raid, fire, explosion (not caused by the lessee / occupant), storm, cyclone, earth-quake or other Act of God during the lease period for which the lessee will not be held responsible and the lessor would get the damaged premises repaired/constructed at his risk and cost with the consent of lessee or would refund the balance amount of rent paid in advance, if any, for the remaining period, whatsoever.
10. The lessee shall have the option to continue to possess on the terms and conditions for a further period as may be mutually decided. The lessee shall pay the rent of the house even after expiry of lease agreement till renewal of the lease or vacation of house. If the lessor is not interested in the renewal of the lease, or want to vacate the house during lease agreement, he will have to serve a 30 days notice for the vacation of premises. The lessee shall be entitled to vacate/dehire the premises at its own discretion before the expiry of agreed period subject to serving of one month notice and in this case the lessor/attorney shall return all the benefits derived by him under this deed for the remaining lease period, if any.
11. IN WITNESS WHEREOF, parties above named have set their hands to this on 01-07-2018.

Lessor:

Lessee:

Mr. Muhammad Asif Siddiqui
S/o Mr. Muhammad Rafique Siddiqui
Resident of House No R-515
Sector 9, North Karachi.
CNIC No: xxxxx-xxxxxxx-x

Registrar
Federal Urdu University
of Arts, Science and Technology
Karachi

Witness-1:

Signature:

Name:

CNIC No:

Witness-2:

Signature:

Name:

CNIC No:

SPECIMEN FOR RENT / LEASE AGREEMENT

(On Rs.50 stamp paper)

(For private house hiring cases)

"E"

Rent / Lease Agreement

This agreement is made this day the 1st July, 2018 between Mr. Muhammad Rashid Siddiqui S/o Mr. Rafique Siddiqui Resident of House No 512, Gali No 02, Sector 10, Karachi hereinafter called the lessor (which term shall include his successors and assignees) on one part and the Federal Urdu University of Arts, Science and Technology, Karachi, hereinafter called the lessee (which term shall include the Commission's successors and assignees) on the other part.

WHEREAS the said lessor is the owner of the House No R-515, Sector 9, North Karachi measuring 1080 sq. ft. covered area and agrees to rent out the said house to the lessee, and the lessee has agreed to take the said house consisting of 02-Bedroom, Living, Kitchen, Lobby and 03 Bathroom under the terms and conditions set forth below:-

1. The lease shall be for a period of 11 months w.e.f. 01.07.2018 at the rent of Rs.18843/- per month and the said house is allotted to Mr. Muhammad Asif Rafique, Assistant, (BPS-16). Over and above rent will be paid to owner of the house direct by allottee from his own pocket.
2. The lessee will pay rent i.e. Rs.18843/- (Rupees Eighteen thousand eight hundred forty three only) for the month of July (01.07.2018) the remaining rent will be paid on routine basis as per policy.
3. During the lease period the house will be in possession of the FUUAST, no further construction work will be undertaken by the lessor without the proper permission of the lessee in writing.
4. The lessee will not sublet the whole or any part of the demised premises.
5. That the lessee shall not make any addition or alteration to the said property without the consent of the lessor. Reasonable additions/alterations which do not make any material change will be allowed, but such additions/alterations shall be removed by the lessee if not required by the lessor after expiry of the agreement.
6. The lessee shall keep the premises neat and clean and shall commit no act which would deteriorate or adversely affect the conditions of the premises.
7. The lessee shall be responsible for the cost consumption of electricity, water & sui-gas while the lessor shall be responsible for the payment of all Government/Municipal taxes in respect of the demised premises.
8. That the lessor or his representative or rent collector will have the right of entry in the said premises. This will be done by prior written intimation to the lessee about the time and date of the proposed visits.
9. That the lessors shall be bound to affect all the repairs of the said premises in occupation of the lessee whenever needed and would also carry out general whitewashing/colouring or distemping after every three years including painting

SPECIMEN FOR RENT / LEASE AGREEMENT

(On Rs.50 stamp paper)

(For private house hiring cases)

"E"

of wood work and general/necessary maintenance of inlets/outlets of sui-gas, electricity, water and sewerage/drainage etc., failing which the lessee has the right to undertake the work itself after serving notice and deduct the expenditure thus incurred from the rent.

10. The possession of the demised premises including the fixtures which may have been installed by the lessor shall be handed over to him by the lessee in good condition except normal wear and tear after the termination of lease agreement, it will cover the loss of any goods/articles caused by the negligence or misuse by the lessee (occupant), except natural calamities caused in the demised premises or its any part due to un-inhabitable civil commotion, violence of mob, air raid, fire, explosion (not caused by the lessee / occupant), storm, cyclone, earth-quake or other Act of God during the lease period for which the lessee will not be held responsible and the lessor would get the damaged premises repaired/constructed at his risk and cost with the consent of lessee or would refund the balance amount of rent paid in advance, if any, for the remaining period, whatsoever.
11. The lessee shall have the option to continue to possess on the terms and conditions for a further period as may be mutually decided. The lessee shall pay the rent of the house even after expiry of lease agreement till renewal of the lease or vacation of house. If the lessor is not interested in the renewal of the lease, or want to vacate the house during lease agreement, he will have to serve a 30 days notice for the vacation of premises. The lessee shall be entitled to vacate/dehire the premises at its own discretion before the expiry of agreed period subject to serving of one month notice and in this case the lessor/attorney shall return all the benefits derived by him under this deed for the remaining lease period, if any.
12. IN WITNESS WHEREOF, parties above named have set their hands to this on 01-07-2018.

Lessor:

Lessee:

Mr. Muhammad Rashid Siddiqui
S/o Mr. Muhammad Rafique Siddiqui
Resident of House No 512
Gali No 02, Sector 10, Karachi.
CNIC No: xxxxx-xxxxxxx-x

Registrar
Federal Urdu University
of Arts, Science and Technology
Karachi

Witness-1:

Signature:

Name:

CNIC No:

Witness-2:

Signature:

Name:

CNIC No:

“F”

EMPLOYEE’S UNDERTAKING
(Specimen)

I *Muhammad Asif Rafique* S/o D/o *Mr. Rafique Siddiqui*, having CNIC#: xxxxx-xxxxxxx-x,
House #: *R-515, Sector 9, North Karachi*, hereby solemnly affirm and declare that:-

“My spouse is not a Government servant and is not availing residential accommodation facility from any Government organization of Pakistan”.

The above mentioned information is true and correct to the best of my knowledge and nothing has been concealed.

Signature: _____

Address: *R-515, Sector 9*
North Karachi

Dated: _____

Contact#: xxxx-xxxxxxx

Witness (1)

Name: _____

CNIC#: _____

Address: _____

Witness (2)

Name: _____

CNIC#: _____

Address: _____

“G (i)”

OCCUPATION REPORT FROM OWNER
(Specimen)

It is certified that House #: *House No. R-515, Sector 9, North Karachi*, to be / has been allotted to *Muhammad Asif Rafique* S/o / D/o *Rafique Siddiqui*, having CNIC#: xxxxx-xxxxxxx-x, has been occupied by him / her w.e.f. *01-07-2018*:-

Signature: _____

Name of Owner: *Mr. Muhammad Rashid Siddiqui*

CNIC#: _____

“G (ii)”

OCCUPATION REPORT FROM ALLOTTEE
(Specimen)

It is certified that House #: *R-515, Sector 9, North Karachi*, to be allotted to undersigned has been occupied by me w.e.f. *01-07-2018*:-

Signature: _____

Employee's Name:

Muhammad Asif Rafique

Designation:

Assistant (BPS-16)

“H (i)”

VACATION REPORT FROM OWNER
(Specimen)

It is certified that House #: *R-515, Sector 9, North Karachi*, allotted to *Mr. Muhammad Asif Rafique* S/o / D/o *Mr. Rafique Siddiqui*, has been vacated by him/ her w.e.f. *01-07-2018* and nothing is outstanding against him.

Owner's Signature: _____

Name of Owner: *Muhammad Rashid Siddiqui*

CNIC#: _____

“H (ii)”

VACATION REPORT FROM ALLOTTEE
(Specimen)

It is certified that House #: *R-515, Sector 9, North Karachi*, allotted to undersigned has been vacated by me w.e.f. *31-05-2019*:-

Signature: _____

Employee's Name:

Muhammad Asif Rafique

Designation:

Assistant (BPS-16)



Federal Urdu University of Arts, Sciences & Technology
House Assessment Committee

RENT ASSESSMENT REPORT

1. House/Flat No. _____
2. To be hired for (a) (Name) _____
(b) Designation _____ c) BPS _____
(d) Department _____
3. Owner's Name and address _____

(a) Rent Demanded Rs _____ Per Month (b) Negotiated Rent Rs. _____
4. Entitled ceiling of employees Rs. _____ Per Month
5. Private / self hiring _____

6. **DETAILS OF ACCOMMODATION**

- i. Covered area _____ Sq.ft.
- ii Bed Rooms _____ a) Attached Bath Rooms _____
b) Other Bathrooms _____
- iii Lounge _____
- iv Drawing / dinning _____ Store _____ Box _____
- v Servant Quarter with W.C. and Bath _____
- vi Garage / Porch _____ Kitchen _____
- vii Verandah (Front) _____ Verandah (Back) _____

7. **DETAILS OF AMENITIES:**

- a. Ceiling Fans _____ b. Gas Burner _____
- c. Fly Proofing _____ d. Grill _____
- e. Water Motor _____ f. Pumping Set _____
- g. Call Bell _____ h. Gas Boiler _____
- i. Gas Connection for heating in Drawing Room _____

8. Shortage _____
9. Excess _____
10. Inspection date : _____

11. **RECOMMENDATION**

- I Category of House in terms of actual scale of accommodation / covered area _____ Sq.ft.
- II Rent assessed on the basis of actual of accommodation / covered area _____
- III Category of house in which applicant is entitled _____
- IV Rent recommendation as for the applicant is entitled _____
- V. Remarks (if any) _____

Members House Assessment Committee:-

(Member) _____ (Engineer) _____ (Member) _____
(Member) _____ (Engineer) _____ (Member) _____
(Convener) _____

Form-A

جناب شیخ الجامعہ
وفاقی اردو یونیورسٹی برائے فنون، سائنس و ٹیکنالوجی

بتوسط: ہاؤس اسمت کمیٹی
موضوع: درخواست برائے ہاؤس سیلنگ

عرض ہے کہ میں _____ شعبہ _____
بحیثیت _____ بی پی ایس _____
وفاقی اردو یونیورسٹی میں عرصہ _____ سال سے مستقل ملازمت میں ہوں اور ہاؤس سیلنگ
الائونس کی ادائیگی _____ (پرائیویٹ / سیلف ہائرنگ) کے لئے درخواست گزار ہوں، جامعہ
کے قواعد و ضوابط کے مطابق مجھے ادائیگی کے احکامات صادر فرمائیں۔ تمام ضروری درکار دستاویزات، درخواست کے
ساتھ منسلک کیے گئے ہیں۔

العارض

نام: _____
دستخط: _____

درج ذیل تصدیق شدہ دستاویزات منسلک ہیں:

- ۱۔ درخواست برائے ہاؤس سیلنگ
- ۲۔ حلف نامہ
- ۳۔ پروفارمہ (APPLICATION FORM FOR ALLOTMENT OF HIRED ACCOMMODATION)
- ۴۔ کرایہ نامہ اسٹامپ پیپر (ذاتی مکان کی صورت میں مکان کے کاغذات و نقشہ)
- ۵۔ قومی شناختی کارڈ کی نقل (ملازم / مالک مکان)
- ۶۔ تنخواہ رسید (Pay Slip)

Form-B

قومی ترقی کا ذریعہ



قومی زبان میں تعلیم

وفاقی اردو یونیورسٹی برائے فنون، سائنس و ٹیکنالوجی

حلف نامہ

میں _____ ولد / بنت / زوجہ _____

_____ سکھ

حلفیہ اقرار کرتا / کرتی ہوں کہ میں کسی بھی سرکاری مکان / فلیٹ / کوارٹر میں رہائش پذیر نہیں ہوں اور یہ کہ میرے نام پر کوئی بھی سرکاری مکان / فلیٹ / کوارٹر مختص نہیں ہے۔ مزید برآں اگر محمولہ بالا درج شدہ اطلاعات غلط ثابت ہوں تو الاٹمنٹ منسوخ کر دیا جائے۔

_____ نام:

_____ عہدہ:

_____ شعبہ:

_____ دستخط:

_____ قومی شناختی کارڈ نمبر:

_____ تاریخ:

Form-C

Federal Urdu University of Arts, Sciences & Technology

APPLICATION FORM FOR ALLOTMENT OF HIRED ACCOMMODATION

FOR OFFICE USE

APPLICATION NO. _____

STATION _____

DIARY NO. _____ SECTION: _____

DATE _____

NOTE:

- Fill the form in Capital Letters preferably use typewriter.
- Use only one box for one character as
- Tick the relevant Box.
- Please write N.A. in the column not applicable.
- Attach one photo with the form

ATTESTED
PHOTO GRAPH
TO BE PASTED

PART-I TO BE FILLED BY UNIVERSITY'S EMPLOYEE

(A) GENERAL INFORMATION

1. Name _____

2. Designation: _____

3. BPS No: _____

4. Status of Service a) Permanent ☐ b) BPS to TTS ☐ c) Adhoc ☐

5. Name of Department: _____

6. CNIC. NO. _____

7. Date of Birth _____

8. Domicile: a) Punjab/Islamabad. ☐ b) Sindh (R) ☐ c) Sindh (U) ☐ d) KPK ☐ e) Baluchistan ☐

f) FANA/FATA ☐ g) Azad Kashmir ☐

9. Gender: a) Male ☐ b) Female ☐

10. Marital Status: a) Married: ☐ b) Unmarried: ☐

11. Details of family members: (Additional sheet can be used for more than 5 members).

S.No.	Name	Relation	Age
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____

12. Date of Appointment: _____

13. Date of posting at present station: _____

(B) PARTICULARS OF ACCOMMODATION ALREADY ALLOTTED TO UNIVERSITY EMPLOYEE

14. House/Flat No: _____ Block No.: _____ Street No: _____ Sector: _____

Mohallah: _____ City: _____

15. Status of house: a) Govt. owned ☐ b) Hired house: ☐

16. Date of Occupation: _____

17. Expected date of vacation / vacated the present accommodation on: _____

(C) PARTICULARS OF ACCOMMODATION ALREADY ALLOTTED TO SPOUSE

18. House/Flat No: Block No.: Street No: Sector:
Mohallah: City:
19. Status of house: a) Govt.owned ☐ b) Hired house: ☐ 20. Date of Occupation:
21. Expected date of vacation / vacated the present accommodation on:

(D) PARTICULARS OF HOUSE TO BE GOT ALLOTTED/HIRED THROUGH FUUAST

22. House/Flat No: Block No.: Street No: Sector:
Mohallah: City:
23. Relation with the owner a) Self ☐ b) Husband/Wife ☐ c) Father/Mother ☐ d) Son/Daughter ☐ e) None ☐

(E) HOUSE OWNED BY EMPLOYEE/FAMILY AT PLACE OF POSTING

24. House/Flat No: Block No.: Street No: Sector:
Mohallah: City:
25. Relation with the owner a) Self ☐ b) Husband/Wife ☐ c) Father/Mother ☐ d) Son/Daughter ☐ e) None ☐

26. Please ensure that the THREE COPIES of following documents have been attached with application in the following order duly attested:

- a) Copy of C.N.I.C. of allottee:
b) Copy of C.N.I.C. of Owner of house:
c) Copy of ownership documents / Power of attorney:
d) Copy of Map of house:
e) Copy of last pay slip / last pay bill:
f) Three Photos including the pasted one

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

(F) UNDER TAKING OF UNIVERSITY EMPLOYEE

I Mr./Mrs./Miss.

S/o, D/o, W/o

do hereby undertake that:-

a) Non provision of accommodation by FUUAST:

I am not an allottee/in occupation of any Govt.owned/Hired accommodation on the pool of FUUAST

b) Adherence to the conditions of hiring procedure:

The house will be hired if it is found complete in all respects as per consent signed by the owner and will thereafter be assessed by the HAC in accordance with the Government instructions on the subject.
I also understand that the rent of the house is to be fixed by the Government as per value assessed by the HAC owner's demand or my rental ceiling which ever is less. The payment to the owner cannot be made by the FUUAST. until and unless the owner has produced ownership documents.

c) Payment of difference of rent:

I shall pay the difference of rent between the rent sanctioned by FUUAST and my entitlement to meet the owner's demand to him and that the FUUAST shall not be a party in this transaction.

If for any reason the house is not hired by the Govt. even if I have been allowed to occupy it, I shall be responsible for payment of rent to the owner. Thus I assume entire responsibility whatsoever in this regard.

I certify that the information given above is correct to best of my knowledge and belief. I agree to abide by the rules framed or which may be framed by FUUAST for allotment of accommodation.

Name: _____

Signature: _____

CNIC No: _____

Date: _____

PART-II Employee Certificate (FUUAST):

Application No. _____

DATE: _____

- i) Forwarded Mr./Miss/Mrs. _____ he/she holds a permanent/TTS/ad-hoc post under the FUUAST. (Strike out not applicable). His/her date of retirement is _____
- ii) The above official has never been allotted any house/flat (if allotted please indicate the house/flat No. _____)
- iii) It is certified that the information given by the FUUAST Employee is correct.
- iv) As per terms and conditions of appointment the employee is eligible to get Accommodation from FUUAST

Registrar FUUAST
(Official stamp to be fixed)

PART-III TO BE FILLED BY THE OWNER

a) GENERAL INFORMATION:

- i) Name of owner: _____
- ii) Legal position: a) Self: ☐ b) Attorney: ☐ c) CNIC No: _____
- iii) Postal Address: a) House/Flat No: _____ Block No.: _____ Street No: _____ Sector: _____
- Mohallah: _____ City: _____
- b) Telephone No: (OFF) _____ (RES) _____
- iv) Bank A/C No: a) PLS A/C: _____ OR Current A/C: _____
- c) Name of Bank: _____
- d) Branch: _____ e) City: _____
- v) Three Specimen Signature: _____

b) CONSENT OF THE OWNER: (This is not required in case of self hiring)

i) Rent demanded

I Mr/Miss/Mrs./ M/S owner of house/flat No. _____

do hereby give my consent to rent out my house to Mr./Miss/Mrs. _____ through FUUAST a monthly rent of Rs. _____ with _____ year(s) advance rent.

ii) Status of difference of rent.

If the rent demanded by me is higher than the rent sanctioned by the FUUAST, the difference shall be payable by the above official direct to me. The Govt. shall not be a party in this transaction. Moreover, I shall never claim the difference of rent from the FUUAST.

iii) Period of tenant agreement.

I shall execute tenant agreement for the period of _____ years at the rates sanctioned by the FUUAST.

iv) Refund of advance rent.

In case the house after having been hired by the FUUAST Employees is vacated by the above mentioned official during the currency of agreed lease period I shall refund the balance of advance rent, if any out standing for the remaining period in order to get back the possession of the house/flat. If I fail to make this refund the FUUAST may utilize the house for an-employee for the residual period on the rent as agreed by me in the agreement.

v) Condition of house.

It is hereby affirmed/declared that the house is complete in all respects and fully habitable. If, it is, not found so on inspection, the permission of occupation allowed by the FUUAST shall automatically stand withdrawn.

vi) Non renting of house/flat to FUUAST earlier.

The house was not previously rented out through FUUAST, if yes please give details with dates & reference

Signature of owner: _____

PART-IV Tenant Agreement attached herewith this application form