

APPLICATION PROFORMA FOR MINOR WORK – ASKARI-5

Name of Owner : _____

Name of Applicant : _____

SU/SD/Apt No : _____

Nature of Work : _____

Time Required for Work Completion : _____

Instructions for Resident

- Only Minor Works specified at the back of this application Performa can be executed on this permission, which must be completed within 20 days. However, one time permission for extension in date of completion can be granted as a spec case, if requested, which can be for 10 days maximum.
- Sanction of ADH Askari-10 is essentially required in case of Major Work for which application along with Performa will sent to Ask-10 through ACM Ask-5.
- Refundable Security Money Rs 10000/- is required to be deposited in ACM Ask-5 office. A receipt will be issued by ACM Ask-5 office for the security money received.
- Please ensure safe custody of the receipt as refundable security amount will only be refunded through Cheque / Cash on production of receipt. Please get the Security money refunded within 7 days of the latest sanctioned date for completion of work.
- Surveyor / rep of ACM will visit / monitor the progress of work please do not mind their preparation of the site report including selected area photography (without disturbing your privacy).
- In case any deviation is observed from the sanctioned works , the security money will be forfeited and un-sanctioned work done will have to be undone.
- Lifting of debris and cleanliness of the area shall be the responsibility of the resident. All construction material and debris must be stored inside the house. In case any material or debris is placed outside the house, it must be removed within two (02) days. Failing this, the resident shall be fined as per Housing SOPs, in addition to deduction of lifting charges from the refundable security amount.
- Daily working time 07:00 am to 05:00 pm.
- No work on Sundays and gazette / closed holidays.
- Minor Works Re-Inspection Fee: Rs. 3000/- Includes: Renovation work Paint Work Plaster Repair Bath Repair
Payment Method: Deposit the amount in Askari Bank Account No. 02871650003141, Title: Askari Colonies Management Zone-III, Lahore. Documentation: Attach a copy of the deposit slip with the application Performa.
- Colony subscription must be paid / updated before applying for minor works / services.

Date: _____

Signature of Applicant _____

Contact No: _____

OFFICE USE ONLY

Amount Received (Refundable) : _____

Receipt No : _____

Sanctioned till : _____

APPROVED / NOT APPROVED

Col (R)
(ADH Zone II Askari-5)

NO OBJECTION CERTIFICATE FROM NEIGHBOURS

Note:(NOC is required from adjacent houses (left, right and back) in case of SD / SU houses .For apartments, NOC from the Apts in front , below & up is required).

Certified that we, the residents of the House Number _____, and _____ Askari-5, Lahore are neighbors of _____ who is allottee of House No Askari-5 Lahore, have no objection on the additional construction / renovation / alteration / modification being carried out by the resident in his house and it has no effect on structural soundness of our premises and there is no infringement in our privacy.

- All kind of machine work including (Cutter, Hilty and compactor) will be carried out from 1000 to 1400 hours only. Ramp (Out side main gate) will not be covered with Fancy / Marble Tiles only tuff tile will be used for this purpose since main services lines are passing underneath.

Minor Works List

- Leakage & Seepage repair.
- Replacement of taps, commodes, wash basin / kitchen sinks and unclogging of drains.
- Replacement of tiles in rooms, kitchens and bathrooms.
- Repair of electrical wiring / electric work of minor nature.
- Door frames, wardrobes or minor cabinetry work.
- Repainting of walls / ceiling inside the house only.
- Repainting outer side of the house (in approved color scheme(off white) of Housing Directorate only). For any other color scheme, approval from Askari-10 is required.
- Repair / replacement of roof tiles / shingles and manhole lids in SD/SU houses.
- Repair of chimneys on Apts roof tops.
- Servicing air conditioning units, replacing filters, or minor repairs to heating systems.
- Insulation of water pipes.
- Installation of CCTV cameras.
- Home alarm / Security System.
- Repair / Replacement of geyser.

NOC FROM NEIGHBOURS

1. House / Apt Number _____

Signature: _____

Name: _____

Cell No: _____

Date: _____

2. House / Apt Number _____

Signature: _____

Name: _____

Cell No: _____

Date: _____

3. House / Apt Number _____

Signature: _____

Name: _____

Cell No: _____

Date: _____

Signature of Applicant _____