

Manager BCD North / South,

Bahria Town (Pvt.) Ltd.

Rawalpindi/Islamabad

SUBJECT: - REQUEST FOR COMMERCIAL COMPLETION CERTIFICATE

Dear Sir/Madam,

It is certified that I Mr. /Mrs. /Ms. _____S/O, D/O, W/O_____, have completed the construction at Plot No. _____, Street No. _____, Phase _____, Block/Sec _____ under Registration No. _____, and Design Wing NOC No._____ Bahria Town, Rawalpindi/Islamabad. It is therefore requested to issue me the Completion Certificate. Completion charges will be paid at the time of collection of completion certificate.

Thank you and best regards.

Signature_____

Name_____

CNIC_____

Cell_____

Date_____

Following are attached: -

- Copy of owner's CNIC.
- Original inspection card duly signed by Building Inspectors.
- MEP engineer certificate.
- Original inspection card and completion certificate from concerned structure engineer.
- Copy of Possession Letter.
- Authority Letter (if required) verified from Senior GM Operations.
- NOC from Gas Department for Gas Fittings.
- NOC from Maintenance Department for Sewerage Line.
- NOC from Maintenance Department for Electric.
- Structure Stability Test Report for missing stages/card.

Note: - Observations of Building Control Department and Color Consultant will be communicated within 12 (Twelve) working days on applying for Completion Certificate.

Case for issue of Completion Certificate forwarded to Design Wing on _____20_____.

کمپلشن سرٹیفیکیٹ ایشونہیں کیا جائے گا اگر بارشی پانی سڑک پر نہ نکالا گیا

