То

The Excise And Taxation Officer, ICT, Islamabad

Subject: Application for transfer of ownership of vehicle

Sir,

- 1) Applicant purchased a vehicle, which is registered in Islamabad city and bearing the registration mark/Number ______ and applicant request to transfer the subjected vehicle in the name of the applicant.
- 2) The required documents for the transfer of ownership are attached along with this application, which are as under :
 - a. Form " F "
 - b. Copy of CNIC.
 - c. Bank Challan (s)
 - d. Purchase Receipt
 - e. Transfer Letter attested (If applicable)
- 3) I shall be highly grateful to you, if you allow transferring the above mentioned vehicle to my name.

Applicant's Signature : _	
Name :	
Father Name:	
Contact No.	

FORM "F"

OFFICE OF THE MOTOR REGISTRATION AUTHORITY / EXCISE & TAXATION DEPATMENT ISLAMABAD CAPITAL TERRITORY

Please do not write in this box

Name of Owner:						
Father/ Husband Name:						
Present Address:						
Permanent Address:						
New NIC No.						D
Old NIC No.				Color:		Ĵ
Passport No	Cit	t y:		Co	ountry: _	
Type of Ownership: 1. Class of Vehicle: 1. Motorcyc	_					
Type of Body: 1. Motorcycle/S 4. Mini Bus 7. Bus 13. Others	5.		6. Mini Tr	_	11.	Oil Tanker
Maker's Name: Chassis No.						
	b Engine No Horse Power pacity: Laden Weight: Unladen Weight: 1. 2.		·······			
Particulars of last Registration				0		
Registration No	,	ince:		Date of	Registrat	tion:
Registration Fee Recovered: Transfer Fee Recovered:	ed: Amount Rs. Challan No.			ount Rs. Ian No.		
C.V.T (If recovered):	Amount Rs.				ount Rs.	
	Challan No.	hallan No.		Cha	lan No.	
Imported Vehicle	Locally Manufactured Vehicle		le	Auctioned Vehicle		
Bill of Lading/Entry/IGM No	o. Sale Invoice No.		A.	uctioned	By:	
Place:	Sales Invoice Date:		 Lo	Lot/Vocher No.		
Date:	Sale Certificate Date:		PI	Place of Auction:		
Custom Office:	Name of Company:		Δι	Auctioned Date:		

Date: _

Signature of Applicant: _____

(To be filled the Motor Registration Authority / Excise & Taxation Department)

Verification by Inspector

Certificate that vehicle has been inspected and the particulars mentioned overleaf are correct.

Signature of Inspector

Vehicle Registration No	_ Date of Registration:
Motor Tax:	_ Annual Rs
Quarterly Rs	_ Recoverable (w.e.f):
Varification	
Verification	
Verification received from	
Vide letter No	Dated:
Fitness allowed by Motor Vehicle Examiner upto:	

Stamp & Signature of M.V.E

The above particular / documents are checked and verified.

MRC: _____ Inspector: _____

MRA/ETO ICT, Islamabad

Date: _____

To: The Motor Vehicle Registration Authority

It is requested that my vehicle, which has particular mentioned below:

Registration No.	Model:
Maker / Make:	
Transfer to:	
Mr	S/D/W/O
Address:	
I shall be highly grateful to you.	
Your truly,	
Name:	S/D/W/O
Address:	
Dated:	

(Note: Transfer letter should be attested.)



CHECK LIST

Transfer of Ownership

S No.	Check	Description of Documents
1		Application from Applicant to MRA
2		Copy of CNIC of Seller and Purchaser
3		Form "F"
4		Transfer Letter – TO form
5		
6		Letter from concerned Bank for Hire-Purchase Termination (Incase of HPA deletion).

Excise & Taxation Department ICT, Islamabad