

NATIONAL HIGHWAY AUTHORITY
Admn Wing (Welfare Section)

Stamp Paper Rs: 50

ASSETS MANAGEMENT CONTRACT LEASE AGREEMENT

This agreement of lease is made on this _____ day of April, 2014 between **Mr/Mst.** _____ **S/o / D/o** _____ (owner of house) Resident of **House No.** _____ **Street No.** _____ **Mohallah / Town** _____ **Tehsil** _____ **District** _____ (Hereinafter called "The Lessor") and National Highway Authority, Islamabad hereinafter called "The Lessee". The expressions of the Lessor and the Lessee shall include their respective heirs, successors and administrators.

2. WHEREAS, the lessor is rightful owner of **House No.** _____ **Street No.** _____ **Mohallah / Town** _____ **Tehsil** _____ **District** _____ and the lessee have mutually agreed upon to rent out the said house for **Mr/Mst.** _____ **Designation / BS** _____ hereinafter called "the Occupant" for residential purposes, with the terms and conditions set out hereunder:-

- a. The premises are hired at the rent of **Rs.** _____ **per month, on monthly advance basis.** Over and above amount will be paid by the occupant from his own pocket direct to the owner.
- b. The said Lease Agreement shall be for a period commencing w.e.f. _____ **to** _____ with the option to the Lessor, Occupant and the Lessee to renew, terminate it by giving one month's notice to one another before the expiry of lease agreement.
- c. The Lessee/Occupant shall not have the right to sublet the whole or part of the said premises without the written permission of Lessor. However, on vacation of house by occupant before completion or termination of Lease, the Lessee shall be at liberty to allot the said house to its other entitled employee under intimation to the Lessor.
- d. The Occupant shall upon the expiry of the Lease agreement or any further extension thereof and subject to other provision hereinafter mentioned, hand over the said building, including fixtures and fittings in such a condition as received, fair, wear and tear except damaged by fire, acts of God, riots or other civil commotion and enemy action or other cause not within the control of the lessee. The occupant will get clearance certificate from the lessor and submit the same to administration for record.
- e. The Lessor shall pay all rates, taxes and assessment leviable in respect of the said property.
- f. The Lessee will not be in any way responsible for the clearance of the bills pertaining to Water, Gas and Electricity. The occupant will clear all such bills from own pocket, failing which the dues will be recovered from the salary of occupant for refund to the lessor.
- g. The occupant shall hand over the vacant and peaceful possession of the said

premises to the Lessor upon the expiry and termination of the Lease agreement under intimation of the Lessee as per clause "b" and "d" of this agreement.

- h. The inventory of various fittings and fixtures such as Electricity, Gas equipment, Sanitary fittings etc., in the said building, breakage of fixtures/fitting/loss of glass panels not covered under the lease agreement shall be made good by the occupant on vacation of the said building. List of inventory is attached.
- i. Advance rent if any paid to the Lessor will be refunded in case of vacation of House before termination of the lease in accordance with clause 2(b) of this agreement.
- j. The Lessor will arrange periodic painting of the premises/fixtures/fittings after every two years.
- k. In the event of any dispute between the parties either relating to or arising out of these presents, such disputes shall be referred to the arbitrators, one to be appointed by each party and in the event of disagreement between such arbitrators, the matter shall be referred to an umpire, whose name shall be agreed upon by the arbitrators before entering upon the arbitration, and the award of the arbitrators or the umpire shall be final and binding upon the parties.
- 1. The "Occupant" shall follow / be liable for action as per, provisions of NHA Standing Operating Procedures (SOPs) for Hiring of Houses.
- 3. In witness whereof the parties aforementioned have signed this Lease Agreement in token of their acceptance of terms and conditions thereof.

THE LESSOR

THE LESSEE

Name _____

Name _____

CNIC. NO. _____

Designation _____

Contact No. _____

Dated _____

Full Address. _____

Dated _____

WITNESS No. 1

Signature _____

Name _____

NIC No. _____

Address:- _____

Dated. _____

WITNESS No.2

Signature _____

Name _____

NIC No. _____

Address:- _____

Dated. _____