

DOCUMENTS REQUIRED FOR TRANSFER (HIBA)

1. Forwarding letter giving details of the sale / transfer documents.
2. Original Allotment / Transfer Letter for cancellation.
3. Declaration of oral gift on stamp paper worth Rs.50, duly attested by the Oath Commissioner.
4. **NO DEMAND CERTIFICATE** After clearance of all the dues and transfer fee.
5. Undertaking by the Donee regarding variation fee.
6. Acceptance by Donee on Stamp paper worth Rs.50/- duly attested by the Oath Commissioner.
7. Photo copies of the National Identity Card of both Donor and Donee duly attested by the Oath Commissioner / Class one officer / regular member.
8. 2x Passport size photograph of the donee duly attested
9. Associate Membership (AM Fee Rs 37,000/) form of purchaser.
10. Cost of AM Form Rs 350/-
11. Original Transfer / Sale deed along with affidavits of seller & purchaser regarding surrender of the deed (In case of registered plot).
12. Transfer Fee according to the size of the plot.