

**Kendriya Sarkari Seva Sahkari Bhumi Nirman Tatha Grih Samiti Ltd.**  
**A-131 Community Centre, Sector-36 NOIDA.**

**Documents Required for N.O.C. FOR TRANSFER OF PLOT:**

1. Application from the original member.
2. Latest Residential Address proof of the Seller.  
**(Pan Card / Aadhar Card etc)**
3. Application from the purchaser.  
Latest Residential Address proof of the buyer. **(Pan Card / Aadhaar Card etc).**
4. Share certificate in original.
5. Attested signatures & Photos of Purchaser on the Letterhead of the concerned bank.
6. Attested signatures & Photos of the seller on the Letterhead of the concerned bank.
7. Chain of Lease Deed / Transfer Deed. **(With original for verification).**
8. Notarized Indemnity Bond. **(Rs.100 Stamp paper). Each Person Separate.**
9. Notarized Affidavit from Buyer **(Rs.10 Stamp paper) Each Person Separate.**
10. Notarized Declaration Affidavit **(Rs.10 Stamp paper) Each Person Separate.**
11. Possession Certificate. **(With original for verification).**
12. Transfer Application Form of Noida Authority duly attested by the bank. **(Photo Copy)**
13. Copy of Agreement to sell. **(With original for verification).**
- 16 DD in favor of **(KSSSBTGNS LTD)** (Sale Purchase) **59000/-Rs. Seller 59118/- Purchaser**
- 17 Both parties **(Seller and Buyer)** have to be physically present in the office at the time of the Submission of the application.
- 18 Duly self-attested photo copies of the complete chain of all documents.
19. NOC/ NDC from **RWA** is mandatory
20. Membership form
21. शपथपत्र

**Formalities for loss of Share Certificate:**

1. FIR with Police Station.
2. Advertisement in newspaper.
3. Notarized Indemnity Bond of Rs.100/= for loss of Share Certificate. **(Each Person Separate)**
4. Notarized Affidavit of Rs.10/- for Loss of Share Certificate. **(Each Person Separate)**
5. Required fee of Rs.1000/- + 18 % GST by DD in favor of **(KSSSBTGNS LTD )**
6. Duly self-attested photo copies of the complete chain of all documents

**Formalities in case of death:**

1. Photocopy of Death Certificate. **(with original for verification)**
2. Notarized Affidavit / NOC from all legal heirs indicating that the legal heirs have no objection for transfer of lot in favor of **(10 Rs. Stamp Paper)**
3. Attested photos & signatures of Legal heirs from bank.
4. Notarized Indemnity Bond of Rs.100/ **(Each Person Separate)**
5. Original Share certificate is to be surrendered along with the application.  
I.D. proof of all legal heirs. With Self Attached  
**(Pan Card /Aadhaar Card etc)**
6. Required fee by DD in favor of **(KSSSBTGNS LTD)** Membership Charges Rs.100 and if any processing fee **5100/-+ 18% GST= 6018/-Rs.**
7. Membership form.
8. Duly self-attested photo copies of the complete chain of all documents.
9. NOC/NDC from **RWA** is mandatory.
10. Succession Certificate **(Photocopy)**
11. शपथपत्र

**Note:** The form is likely to be rejected without any reply if any document is found incomplete.

**Remarks:** Share Certificate will be issued after getting mutation letter from Noida Authority.

Membership Form and Data

Kendriya Sarkari Seva Sahkari Bhumi Tatha Grih Nirman Samiti Ltd (U.P.)  
A-131 Community Centre, Sector-36, Noida (U.P.)

Dear Sir,

I am eligible to be considered and enrolled as a member of the aforesaid society under the law and rules & regulations of the society.

I state that I shall abide by the rules and regulations of the society and the decisions taken by the society from time to time.

I state that I or my spouse or any of my dependents are not member of any other house building society in Noida nor any of us has a flat /house or a residential plot allotted by Noida Authority.

I agree to purchase a share of Rs.100/- of the Society.

**Particulars:**

1. Name (in block letters):
2. Father/Husband's Name:
3. Date of Birth:
4. Address: .....
5. Plot No & Plot Area (in possession):
6. Details of Nominee(s):

| Name | Age | Relationship with the member |
|------|-----|------------------------------|
|------|-----|------------------------------|

I hereby declare that the facts and details contained in this application form and the enclosed documents are true and correct to my personal knowledge. I state that the society and or Noida Authority shall be entitled to cancel my membership of the society as well as terminate the sub-lease which may be granted in my favor without reference to me in the events of any of the facts and details of the application or its annexure are found to be incorrect or false.

I request the aforesaid society to please consider and enroll me as a member.

Recommended by:

Signature of the applicant  
Mobile No.....

Name.....

Signature.....

Membership No.....

Mobile No.....

Name.....

Signature.....

Membership.....

Mobile No.....

## INDIMINITY BOND

This indemnity Bond has been executed on this.....Day.....of..... /D/O/S/o/W/o .....R/O ..... Sector..... , Noida, District Gautam Budh Nagar, and U.P. hereinafter referred to as Guarantor.

(The Expression and words of Guarantor referred to shall mean and include their heirs' successors, assigns executors, administrators and legal representatives).

In favor of the KENDRIYA SARKARI SEWA SEHKARI BHUMI TATHA GRIH NIRMAN SAMITI LTD. (U.P) REGD.NO.2118 dated 03-11-1971 (herein after referred to as SOCIETY) showed as under.

Whereas a residential Plot No.....Sector.....area.....Sq.mtr ..... Noida,District Gautam Budh Ngar ,U.P. , has been allotted /registered in favor of..... D/O/S/o/W/o ..... R/o of the .....Sector.....Noida ,District Gautam Budh Nagar,U.P. on lease hold basis through the society above named AND WHEREAS the said.....has sold out the said plot to the guarantors above named and have mutually agreed to transfer that plot in favor of guarantors above named through the Transfer Memorandum prescribed by the lesser (**NOIDA**) for the transfer of residential plot in Noida and the above said application contains all the legal requirements need for the purchase of the transfer from transferor to the transferee.

AND WHEREAS the society agrees to enroll the guarantor above named as the member of the Society in place of the existing member,

.....on the condition that the said guarantors shall execute an indemnity bond in favor of the society to indemnify the society of all claims ,losses of damages arises out of any claim to be preferred of already preferred by any person which this society may suffer because of the acceptance of the application for enrolment as a member of the society.

Now, therefore, this indemnity Bond has been executed and as the above named guarantors hereby agree to indemnify the society against all claims which may be preferred by some other person or the basis of any document executed by the original allotte and/ or any other G.P.A. holder before this sale Agreement and as a consequence thereof and or a consequence of acceptance of our application for the enrollment as a member of the society , the society has to bear any loss or any other claim being preferred by any other person on any other ground.

Therefore this indemnity Bond has been executed in favor of the society in the presence of following persons voluntarily with sound mired.

In WITNESS WHEREOF: the above named guarantors had and subscribed my/our hand/on the day and year first above mentioned.

**WITNESS:**

**GUARANTOR(S):**

1.

2.