

From,

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To,

The Estate Officer,
Haryana Urban Development Authority,
Gurgaon.

Sub: Request for Final Transfer Orders for Plot /
House No., Sector, measuring Sq.
Yards/Mtrs., Urban Estate, Gurgaon (Hr).

Ref: Your letter No., dated

Sir,

As desired by your goodself in your above - mentioned letter, I/we, hereby submit the following documents regarding transfer of the above-said plot/house.

1. An affidavit executed by me/us on Non-Judicial Stamp papers for Rs, 3/- duly attested by 1st - class Magistrate
2. An Indemnity Bond executed by me/us on stamp papers for Rs. 15/- duly attested by 1st - class Magistrate.
3. An Affidavit executed by the Transferee/s, on Non-Judicial Stamp Papers for Rs. 3 /-duly attested by 1st Class Magistrate.
4. Passport size photographs of the Transferee and myself.
5. Original Transfer permission.
6. Certified Copy of Sale Deed.
7. Extension fee of Rs., Bank Draft No., dated
8. Bank Draft for Rs., as Balance amount / Enhanced Price against the said Plot/house is being deposited by

It is requested that the Final Transfer Orders may kindly be issued.

Thanking you,

Date:

Encls: As above.

Yours faithfully

F I N A L P A Y M E N T R E C E I P T

Received with thanks a sum of Rs. _____ ,
(Rupees _____ .)

in the following mode : -

<u>AMOUNT</u>	<u>CASH / D.D. NO.</u>	<u>DRAWN ON</u>	<u>DATE</u>
.....
.....
.....
.....

From _____
_____, on
account of full and final payment in respect of my rights for
transfer/sale of Plot/House No. _____, Sector _____,
measuring _____ Sq. Yards/Mtrs. Situated in Urban Estate,
Gurgaon (Hr), acquired by me vide Allotment Letter/Sale Deed
Vasika No. _____, dated _____, I _____,
I further declare as under: -

1. That I have received the consideration in respect of my above-said Plot/house /booth in full, final and nothing is due to me from the aforesaid transferee, namely.....
2. That I have also handed over all the papers/documents etc. in original pertaining to the said Plot/House/booth to
3. That I am now left with no right of transfer or lien on the said plot/house/booth.
4. That I am liable to sign any other document (s) required by Haryana Urban Development Authority or any other concerned authority in connection with change of title of ownership of the said plot/house in the name of _____, or his/her any nominee(s).
5. That this receipt of mine is irrevocable and non-cancelable.

WITNESSES:

EXECUTANT (S)