**APPLICATION FOR TRANSFER OF MEMBERSHIP/FLAT**

To

The Managing Director,

HUDA Urban Estate Town & Country

Planning Employees Welfare Organization,

(HEWO) Panchkula (Haryana).

**Subject: Transfer permission of \_\_\_\_\_\_\_ category flat with Membership No.\_\_\_\_\_\_\_ of HEWO at GH Site Sector-19 & GH-20, Sec-21D, Faridabad.**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** seek permission to transfer of \_\_\_\_\_\_\_\_\_\_\_\_ **category flat against Membership No.\_\_\_\_\_\_\_\_\_** at HEWO GH Site Sec-19 & GH-20, Sec-21D, Faridabad to **Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.** The membership was allotted to me.

The membership and flat is free from all encumbrances like mortgage, gift, or transfer in any manner to anybody.

We further certify that nothing has been concealed in the above information. If, in future, it is found that the transfer has been effected on the basis of false information provided in this application, the transfer shall be deemed to be null and void and all the consequences of which legal, financial etc. shall be borne by us. In case HEWO suffer any loss on account of this transfer or as a consequence of this transfer, our property, our persons, our legal heirs and successors shall be liable to make good the loss sustained by HEWO or its employees. In case any legal heirs or other persons shall make any claim regarding this flat the litigation of the same will be defended by us and the loss suffered by flat will also be made good by us and our properties and persons. Transfer fee and improvement/ maintenance of deficient services charges of Rs.\_\_\_\_\_\_\_\_\_\_\_\_ has been deposited in HEWO.

Your’s Faithfully,

**(\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)**

**M.No.\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dated:

**AFFIDAVIT**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **aged about \_\_\_\_\_ years S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** do hereby solemnly affirm and declare as under:-

1. That I am absolute undisputed member of HEWO \_\_\_\_\_\_\_\_\_\_\_ category flatat GH Site, Sector-19 and GH-20, Sec-21D, Faridabad of duly allocated to me by the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana and the said flat is free from all sorts of encumbrance and attachment till to date.

2. That my latest specimen signatures are as under:-

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DEPONENT

Place:

Dated:

**VERIFICATION:-**

Verified that the above contents of this affidavit are true and correct to our knowledge and belief and nothing has been concealed therein. No part of it is false & incorrect.

DEPONENT

**(To be attested by First Class Magistrate)**

**AFFIDAVIT**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **aged about \_\_\_\_\_ years S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** do hereby solemnly affirm and declare as under:-

1. That I desirous of getting property bearing residential \_\_\_\_\_\_\_\_\_\_ **category flat** of HEWO at GH Site, Sector-19 and GH-20, Sec-21D, Faridabad against **Membership No.\_\_\_\_\_\_\_\_\_** of **Sh.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

2. That I am regular employee as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

3. That I, shall abide by the regulations contained in the bye laws of the HEWO.

4. That further undertake to make payment of all the dues or such amount as may to be due or may become due at any later stage.

5. That I have not been allotted any HEWO flat in my name or my spouse or dependent children at Faridabad.

6. That my latest specimen signatures are as under:-

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DEPONENT

Place:

Dated:

**VERIFICATION:-**

Verified that the above contents of this affidavit are true and correct to my knowledge and belief and nothing has been concealed therein. No part of it is false & incorrect.

DEPONENT

**(To be attested by First Class Magistrate)**

To

The Managing Director,

HUDA Employees

Welfare Organisation (HEWO),

Panchkula (Haryana)

**Subject: Final transfer of membership of \_\_\_\_\_\_\_ category flat at GH Site Sector-19 & GH-20, Sec-21D, Faridabad against M.No.\_\_\_\_\_\_\_\_\_ in HEWO Scheme-II.**

Sir,

Kindly reference your letter No.\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_ on the subject cited above.

As desired by you good self, I hereby submit the following documents regarding transfer to the above mentioned **Membership No.\_\_\_\_\_\_\_\_** of \_\_\_\_\_\_\_\_\_\_Category flat.

1. Indemnity Bond by Transferor & Transferee.

2. Affidavit by the Transferee.

3. Two attested Photographs of allottee/Transferee.

4. Affidavit by the Transferor

5. Undertaking by the transferee.

It is therefore, requested that the aforesaid membership of flat may kindly be transferred in the name of **Sh.\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o Sh. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** at the earliest and oblige.

Thanking you,

Your’s Faithfully,

**(\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)**

**M.No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**INDEMNITY BOND**

This Indemnity Bond is executed at \_\_\_\_\_\_\_\_\_\_\_ on this \_\_\_ day of \_\_\_\_\_\_ by **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **aged about \_\_\_\_\_ years S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

WHEREAS the executant is desirous of transferring property against **Membership No.\_\_\_\_\_\_\_\_\_\_** of \_\_\_\_\_\_\_\_category in HEWO Scheme-II at GH Site, Sector-19 & GH-20, Sec-21D, Faridabad transferred in the name of **Sh.\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

AND WHEREAS as per rules and regulations of the society of HEWO, I hereby execute and furnish this indemnity Bond as under:-

1. That the said transfer which is sought in the name of **Sh.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** is a friendly transfer and, in case the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana would suffer any loss on account of this transfer in his/her name the executent, his/her properties and his/her persons shall be liable to make good the loss which may be sustained by the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO), Panchkula Haryana or its employees on account of this transfer.

2. That the legal heirs and successors of the executent shall also be liable to make good the loss, if any suffered by the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana.

3. That in case, any legal heirs or other persons shall make any claim regarding this flat and membership, the litigation of the same will be defended by the executent and the loss suffered Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana will also be made good by the executant and his/her properties and persons.

IN THE PRESENCE OF THE following witnesses this indemnity bond is signed at \_\_\_\_\_\_\_\_\_ on the day, month and year mentioned above.

Witnesses:- Executant

Witnesses No. 1

Witnesses No. 2

**(To be attested by First Class Magistrate)**

**INDEMNITY BOND**

This Indemnity Bond is executed at \_\_\_\_\_\_\_\_\_ on this \_\_\_ day of \_\_\_\_\_\_ by **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **aged about \_\_\_\_\_ years S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

WHEREAS the executants is desirous of getting property against **Membership No.\_\_\_\_\_\_\_\_** for \_\_\_\_\_\_\_\_\_category in HEWO Scheme-II at GH Site Sector-19 & GH-20, Sec-21D, Faridabad of **Sh.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** transferred in his name.

AND WHEREAS as per rules and regulations of the society of HEWO, I hereby execute and furnish this indemnity Bond as under:-

**NOW THIS INDEMNITY BOND WITNESSETH AS FOLLOWS.**

1. That the said transfer which is sought in the name of executent i.e. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **S/o Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**is a friendly transfer and, in case the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana, would suffer any loss on account of this transfer in his/her name the executent, his/her properties and his/her personal shall be liable to make good the loss which may be sustained by the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana or its employees on account of this transfer.
2. That the legal heirs and successors of the executent shall also be liable to make good the loss, if any suffered by the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana.
3. That executent Indemnify to pay any kind of dues/ taxes rates or cesses levied by the Govt. HUDA in future for transfer of this membership is his/her name.

IN THE PRESENCE OF THE following witnesses this indemnity bond is signed at \_\_\_\_\_\_\_\_\_ on the day, month and year mentioned above.

Witnesses:-

Executant

Witnesses No. 1

Witnesses No. 2

**(To be attested by First Class Magistrate)**

**AFFIDAVIT**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **aged about \_\_\_\_\_ years S/o Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** do hereby solemnly affirm and declare as under:-

1. That I accept the allotment of **Membership No.\_\_\_\_\_\_\_\_\_** for \_\_\_\_\_\_\_\_\_\_category in HEWO Scheme-II at GH Site, Sector-19 and GH-20, Sec-21D, Faridabad duly allotted to me by the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organisation, (HEWO) Panchkula, Haryana and shall abide by all terms and conditions relating to the allotment of the above said membership/flat.

2. That I will abide by the provisions of the Managing Director, HUDA, Urban Estate Town & Country Planning Employees Welfare Organization, (HEWO) Panchkula, Haryana and rules framed thereunder.

3. That I further undertake to make the payment of all dues or such amount as may be due or any become due at any later stage.

4. That I will not file the court case/litigation against the transfer/seller of the said membership/flat over the said Membership/flat or its payment and year mentioned above.

DEPONENT

VERIFICATION:-

Verified that all the contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Place :

Date : DEPONENT

**(To be attested by First Class Magistrate)**

**UNDERTAKING**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **aged about \_\_\_\_\_ years S/o Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** undertake as under:-

1) That I am Member of HEWO Vide **Membership No.\_\_\_\_\_\_\_\_\_** at HEWO Scheme-II, GH Site, Sector-19 & GH-20, Sec-21D, Faridabad which has been allotted in my name.

2) That I shall abide by Rules & Regulations relating to the membership/flat allotted under the Group Housing GH- Societies Scheme-II of HEWO and also to abide by other rules/ regulations/directions of the Society as enforced form time to time.

3) That I shall not make any alteration, addition, sub-divisions, extension, amalgamation or carry out any structural design or layout change to flat without the approval of the Managing Committee in writing and further subject to the prior approval of building plans by HUDA.

4) That I shall responsible for the internal repairs of the tenement/ flat allotted to me and shall not any time cause any damage to the building or the estate or disrupt common services of the society.

5) That I shall not do anything which in the opinion of the society may cause a nuisance, annoyance or inconvenience to the occupants adjacent or in the neighborhood or to be prejudicial to the Society.

6) That the Flat would be used for the sole purpose of living and the space meant for Car/Vehicle Parking on the ground floor would be used for parking of Vehicles only and not for any other Commercial use.

7) That the Facilities like Staircases, passages, terraces, parks, lifts and the common space and services will be utilized alongwith other beneficiaries and I will not have the exclusive right to their usage not make any alterations thereto.

8) That I shall pay the cost/Land cost of flat as demanded by the Society.

9) That I will pay the Maintenance Charges by the Society monthly or otherwise and to pay the same even if the flat is not occupied for the part of the period.

Place:- ................ Name & Signature

Date:- ..................

**(To be attested by First Class Magistrate)**