

MAPSKO BUILDERS PRIVATE LIMITED

MAPSKO ASPR GREENZ **SECTOR-35, SONIPAT, HARYANA**

List of Documents Required for Assignment:

A. FOR THE ORIGINAL ALLOTTEE(S)

Document to be signed by the Plot Allottee(s)

- | | |
|-------------------------------------------------------------|--------|
| 1. Duly filled Application form (Common) | Yes/No |
| 2. Affidavit on Rs 101 Stamp paper (diff for all allottees) | Yes/No |
| 3. Indemnity Bond (Common) on Rs 101 stamp paper | Yes/No |
| 4. Signature Verification as per given format | Yes/No |
| 5. Copy of Address Proof | Yes/No |
| 6. Copy of PAN Card | Yes/No |
| 7. 2 Passport Size Photographs | Yes/No |
| 8. NOC OF BANK IF BANK LOAN | |

Documents to be submitted by the Original Allottee(s) for endorsement

- | | |
|-------------------------------------------------------------|--------|
| 1. Original Application Form | |
| 2. All receipts in original | Yes/No |
| 3. In case of Company – | Yes/No |
| a. Copy of Board Resolution authorizing to sell | Yes/No |
| b. Certified copy of Memorandum and Articles of Association | Yes/No |

B. FOR THE ASSIGNEE (S)

Document to be signed by the Assignee(s)

- | | |
|-------------------------------------------------------------|--------|
| 1. Duly filled Application form (Common) | Yes/No |
| 2. Affidavit on Rs 101 Stamp paper (diff for all assignees) | Yes/No |
| 3. Indemnity Bond (Common) on Rs 101 stamp paper | Yes/No |
| 4. Signature Verification as per given format | Yes/No |
| 5. Copy of Address Proof | Yes/No |
| 6. Copy of PAN Card | Yes/No |
| 7. 2 Passport Size Photographs | Yes/No |
| 8. IN CASE OF LOAN SANCTION LETTER TPA | |
| 9. <u>In Case of Company:</u> | |
| a. Copy of board resolution to sign the Transfer documents | Yes/No |
| b. Certified copy of Memorandum and Articles of Association | Yes/No |

10. In case of Non Resident Indian:

- | | |
|---------------------------|--------|
| a. Address Proof Abroad | Yes/No |
| b. Copy of Valid Passport | Yes/No |
| c. Copy of Visa | Yes/No |
| d. NRO A/c No. | Yes/No |

Note: NO DUES of PROPERTY TAX REQUIRED

- 1). All above-mentioned papers are mandatory; we shall proceed with the nomination process only on receipts of complete documents in proper order.
- 2). Prior appointment is necessary for executing Nomination formalities.
- 3) The transfer formalities take approx. 20 working days' time. Once the formalities are over you will be intimated to collect the original papers.

To,
Mapsko Builders Pvt. Ltd.
6th Floor, Baani the Address 1,
Golf Course Road, Sector-56,
Gurugram (Haryana) - 122011

SUB: The applicant(s) requests for substitution of Allottee pursuant to assignment of Allotment rights of “Plot” at “MAPSKO ASPR GREENZ” at sector 35, Sonipat, Haryana (“Project”).

I/we, undersigned person/s, have booked a below detail Plot in the Project **“MAPSKO ASPR GREENZ”**. The particulars of my/our booking are as follows: -

Name (Original Applicant) : _____

S/W/D/C/o _____

Address : _____

Phone No. : _____ Email ID: _____

Name (Original Co- Applicant): _____

S/W/D/C/o _____

Address : _____

Phone No. : _____ Email ID: _____

Plot details : Plot No. _____ Plot Area: _____

Basic Sale Price : Rs. _____

EDC & IDC : Rs. _____

P.L.C. (if any) : Rs. _____

Car Parking Charges : Rs. _____

Power Backup : Rs. _____

I.F.M.S. : Rs. _____

Club Membership : Rs. _____

Piped Gas Line : Rs. _____

Other Charges (if any) : Rs. _____

Total Cost : Rs. _____

You are requested to substitute below mentioned Assignee name(s) in place of my/our name in your records. I/we wish to assign all my/our rights and interest arising in view of the Plot Buyer's Agreement /Application Form dated _____ in favour of the below mentioned Assignee(s). I/we undertake to surrender/return the original Plot Buyer's Agreement /Application Form dated _____ and not to use copy thereof for any purpose. I/we confirm that by signing and forwarding/submitting this letter of request to the Company, I/we am/are surrendering all my/our rights/interests/titles/privileges acquired/obtained/received vide aforesaid Plot Buyer's Agreement /Application Form issued to me/us by the Company. All my/our payments made to Mapsko Builders private Limited against the said Plot till date may be credited in the account of the Assignee(s). Please transfer all my rights, interest, title, benefits and/or privileges with respect to Plot No. _____ issued/allotted earlier to me/us in favour of my/our below mentioned Assignee(s).

The particulars of Assignee(s):

Name (Assignee) : _____

S/W/D/C/o _____

Address : _____

Phone No. : _____ Email ID: _____

Nationality : _____

Name (Co-Assignee): _____

S/W/D/C/o _____

Address : _____

Phone No. : _____ Email ID: _____

Nationality : _____

Undertaking by the Assignee(s):

I/we hereby accept the above request of substitution/assignment/transfer. Please transfer the 'Plot No. _____' in my/our name(s). I/we have executed\signed the present 'Application Form' along with original Allottee/s and submitted requisite documents and payment and undertakes to submit any other document as may be sought by the Company in future. I/we accept all the terms and conditions of transfer/substitution and undertake to abide by the same unconditionally.

Original Allottee: (whose name is to be substituted)
I hereby confirm all above representations attributed to me are true and correct.

Original Co- Allottee: (whose name is to be substituted)
I hereby confirm all above representations attributed to me are true and correct.

Name: _____

Name: _____

Signature: _____

Signature: _____

Assignee:

I hereby confirm all above representations attributed to me are true and correct.

Co - Assignee:

I hereby confirm all above representations attributed to me are true and correct.

Name: _____

Name: _____

Signature: _____

Signature: _____

For Mapsko Builders Private Limited

The above request is accepted subject to fulfilment of terms and conditions of substitution/transfer.

Name: _____

Designation: _____

Signature: _____

Witnessed By

The above request is accepted

1. Name: _____

Address: _____

Signature: _____

2. Name: _____

Address: _____

Signature: _____

AFFIDAVIT (Original Allottee No. _____)

Affidavit of the following:

Mr./Mrs./Ms./M/s. _____

S/W/D/C/o _____

R/o _____

I/We the above described original Allottee(s) do hereby solemnly affirm and state as under:

1. I state that I (and co-allottee/s) have been allotted a Plot bearing No. _____ measuring _____ (Sq. Yd.) in “**MAPSKO ASPR GREENZ**”, Sector - 35, Sonipat, Haryana (hereinafter referred to as “**Plot**”) by Mapsko Builders Private Limited, a Company incorporated under the Companies Act, 1956 having its registered office at 6th Floor, Baani the Address 1, Golf Course Road, Sector-56, Gurugram (Haryana) – 122011 (earlier at 52, North Avenue Road, Punjabi Bagh West, New Delhi -110026) (hereinafter called the said “**Company**”) vide Plot Buyer’s Agreement / Application Form dated _____ executed between me/us and the said Company.
2. I state that I (and co-allottee/s) have requested the Company to substitute, transfer and/or assign my/our rights/interests under the said Plot Buyer’s Agreement/Allotment Letter /Application Form with respect to said Plot in favour of the following person(s)/assignee(s):

1. Mr./Mrs./Ms./M/s. _____

S/W/D/C/o _____

R/o _____

And

2. Mr./Mrs./Ms./M/s. _____

S/W/D/C/o_____

R/o_____

(hereinafter referred to as Assignee(s)).

3. I state that upon substitution of name of said Assignee(s), I/we shall cease to be the party (ies) to the said Plot Buyer's Agreement/Allotment Letter/ Application Form and shall not have any right/ lien on the said Plot. This nomination/assignment/transfer of said Plot in favour of Assignee(s) is irrevocable and shall not be cancelled by me/us.
4. I state that I/we have not violated any of the relevant provisions of law particularly the provisions of Indian Stamp Act in making the aforesaid nomination by assignment of rights under the said Plot Buyer's Agreement/Allotment Letter/ Application Form, and if there shall be any liability, duty, penalty of whatever kind in this regard, I/we shall be exclusively liable and responsible therefore, and I/we do undertake to pay the same and do hereby indemnify and keep indemnified the Mapsko Builders Private Limited against any loss, penalty damage that may be caused.
5. I state and confirm that I/we have received Rs..... (Rupees.....) from the Assignee(s), that I/we had paid to Mapsko Builders Private Limited under the said Plot Buyer's Agreement/Allotment Letter/ Application Form. The said Assignee(s) agreed and assured that Assignee(s) shall continue to pay the balance amount still due and payable to Mapsko Builders Private Limited in accordance to the said Plot Buyer's Agreement/Allotment Letter/ Application Form and shall not commit any default.
5. I state that my/our PAN details are as follows:

| S. No. | Name(s) of Plot Allottee (s) | PAN No. |
|--------|------------------------------|---------|
| | | |
| | | |

The self-attested copy(s) of my/our PAN card has been furnished along with the documents for substitution/assignment/transfer.

6. I state that upon substitution/transfer/assignment, I/we are left with no rights, title, interest or lien of whatsoever nature in respect of the above said Plot and my/our Assignee(s) shall have complete rights to deal or dispose off the said Plot in any manner he/she/it/they deem fit. Further I/we have not created any encumbrance by way of mortgage, charge, lien, loan etc. on the said Plot and the same is free from any garnishee order or claim of any nature and I/we am/are fully competent to transfer and assign my/our right and interest in the said Plot.
7. I confirm that I/we have approached and requested the Company Mapsko Builders Private Limited to incorporate/carry out necessary changes in its records and/or other relevant documents like Plot Buyer's Agreement/Allotment Letter/Application Form dated_____ pursuant to substitution/transfer/assignment in favour of the Assignee(s) with respect to said right/interest/title/ entitlement of said Plot and I/We undertake to absolutely indemnify and hold the Company Mapsko Builders Private Limited and all its directors, employees, successors, executors and assigns harmless against any or all losses, damages, penalty, issues and/or adverse consequences that may arise in their acceding to my/our request.

DEPONENT

VERIFICATION

Verified at _____ on this the _____ day of _____, 20____ that the contents of my/ our above affidavit are correct and true and nothing material has been concealed therefrom.

DEPONENT

AFFIDAVIT (Assignee No. _____)

Affidavit of the following:

Mr./Mrs./Ms./M/s. _____

S/W/D/C/o _____

R/o _____

I/We the above described deponent/Assignee do hereby solemnly affirm and state as under:

1. I state that in terms and pursuant to the Application Form/Plot Buyer's Agreement dated _____ entered into by:

1. Mr./Mrs./Ms./M/s. _____

S/W/D/C/o _____

R/o _____

And

2. Mr./Mrs./Ms./M/s. _____

S/W/D/C/o _____

R/o _____

(hereinafter referred to as the "**Allottee/s**") with Mapsko Builders Private Limited (for short "**Mapsko**") for purchase of a Plot No. _____ measuring _____ (Sq. Ft) in "**MAPSKO ASPR GREENZ**", Sector - 35, Sonipat, Haryana (for short Plot), the Allottee/s were vested with ownership/title rights in the said Plot. The Allottee/s have assigned the aforesaid entitlement rights in favour of me/us and requested Mapsko to transfer the aforesaid entitlement with respect to said Plot in my/our favour and accordingly

substitute my/our name in place Allottee/s name in their record and other relevant documents. I undertake that I/we shall be bound by all the terms and conditions of the said Plot Buyer's Agreement /Allotment Letter /Application Form dated _____being the assignee(s)/substitute of the said Plot Allottee/s.

2. I state that I/we have completed the necessary legal formality of assignment of right/interest/title of the Plot with Allottee/s and the proof/copy thereof shall be provided to the Mapsko as and when necessary. Pursuant to aforesaid assignment formalities between me/us and Allottee/s and further, request for transfer/substitution to Mapsko, I/we have entered into the role and responsibilities, rights and obligations of Allottees as per the terms and conditions of the Plot Buyer's Agreement / Allotment Letter /Application Form dated _____ entered into by Allottee/s with Mapsko. I, therefore undertake to abide by the terms and conditions of the aforesaid Agreement/Letter/Form as purchaser/vendee/Plot buyer/allottee being assignee of the Allottee/s. I further undertake to pay all balance or future payments in terms of aforesaid Agreement/Letter/Form to Mapsko. I/We state that the sale deed in respect of the said Plot may be executed and registered in my/our favour after full payment due to Mapsko stands paid in terms of aforesaid Agreement/Letter/Form all accounts including registration charges, mandatory/statutory payments, taxes, penalties, CAM charges, IFMS etc.
3. I state that I/we have not violated any of the relevant provisions of law, particularly the provisions of Indian Stamp Act in the aforesaid assignment under the said Plot Buyer's Agreement/ Allotment Letter /Application Form, and if there shall be any liability, duty, penalty of whatever kind/ nature in this regard, I/we shall be exclusively liable and responsible to pay the same and shall keep the Mapsko safe and/or indemnified against any loss, penalty, damage that may be caused in this regard.
4. I state that my/our PAN details are as follows:

| S. No. | Name(s) of Plot Assignee(s) | PAN No. |
|--------|-----------------------------|---------|
| | | |
| | | |

The copy(s) of my/our PAN card has been furnished along with the documents for assignment.

5. I confirm that I/we have approached and requested the Company Mapsko Builders Private Limited to incorporate/carry out necessary changes in its records and other relevant documents like Plot Buyer's Agreement/Allotment Letter/Application Form dated_____ pursuant to substitution/transfer/assignment in favour of the Assignee(s) with respect to said right/interest/title/entitlement of said Plot and I/We undertake to absolutely indemnify and hold the Company Mapsko Builders Private Limited and all its directors, employees, successors, executors and assigns harmless against any or all losses, damages, penalty, issues and/or adverse consequences that may arise in their acceding to my/our request.

DEPONENT

VERIFICATION

Verified at _____ on this the _____ day of _____, 20____ that the contents of my/ our above affidavit are correct and true and nothing material has been concealed therefrom.

DEPONENT

(Format for Signature Verification to be given by Original Allottee(s) / Assignor(s))

IDENTIFICATION SLIP

| | | |
|------------|--------------|-------|
| | Mr./Ms./M/s. | _____ |
| Paste | S/W/D/C/o | _____ |
| Photograph | R/o | _____ |
| ----- | | _____ |

Specimen Signature_____

| | | |
|------------|--------------|-------|
| | Mr./Ms./M/s. | _____ |
| Paste | S/W/D/C/o | _____ |
| Photograph | R/o | _____ |
| ----- | | _____ |

Specimen Signature_____

SIGNATURES AND PHOTOGRAPHS ATTESTED:

(Signature of Bank Official together with Bank Seal)

Name:

Designation:

Name of Bank and Branch:

(Format for Signature Verification to be given by Assignee(s))

IDENTIFICATION SLIP

| | | |
|------------|--------------|-------|
| | Mr./Ms./M/s. | _____ |
| Paste | S/W/D/C/o | _____ |
| Photograph | R/o | _____ |
| ----- | | _____ |

Specimen Signature_____

| | | |
|------------|--------------|-------|
| | Mr./Ms./M/s. | _____ |
| Paste | S/W/D/C/o | _____ |
| Photograph | R/o | _____ |
| ----- | | _____ |

Specimen Signature_____

SIGNATURES AND PHOTOGRAPHS ATTESTED:

(Signature of Bank Official together with Bank Seal)

Name:

Designation:

Name of Bank and Branch: