

DOCUMENTS REQUIRED FOR TRANSFER

1. Forwarding letter giving the details of the plot / house, name of purchaser and documents under Seller's three Signatures.
2. Original Allotment / Transfer Letter so that new letter is issued in the name of transferee.
3. Affidavit (Original) duly attested by Oath Commissioner.
4. **NO DEMAND CERTIFICATE.**
5. Undertaking by the purchaser.
6. Photostat copies of the National Identity Card of both Seller and Buyer duly attested by oath commissioner
7. Associate Membership of new owner. AM Fee Rs 22,250/-
8. 2 x Passport size photograph duly attested by class one officer
9. AM Form Rs 350/-
10. 3 % cantt board transfer tax of DC value.
11. Original transfer/sale Deed alongwith affidavits of seller and purchaser for Surrender if plot is registered.
12. Transfer Fee according to the size of plot.