



केन्द्रीय सरकारी कर्मचारी कल्याण आवास संगठन
**Central Government Employees
Welfare Housing Organisation**
(Ministry of Housing & Urban Poverty Alleviation, Govt. of India)

छठा तल, ए खण्ड, जनपथ भवन,
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No.T-106/4

Speed-Post

19th July 2011

To : All beneficiaries of Housing Scheme-II, Kendriya Vihar, Sector-25, Panchkula, Haryana.
Sir/ Madam,

We are pleased to inform you that the registration of Deed of Assignment of individual dwelling unit / parking is commenced in co-ordination with the Kendriya Vihar II Apartment Co-Operative Housing (Maintenance) Society Limited Panchkula, Sector-25, Panchkula, Haryana. The Beneficiaries of Kendriya Vihar II, Panchkula Scheme are required to get their Flat/Parking registered. Type wise financial implications and procedure for registration are given herein under subsequent paragraphs.

2. The registration will be executed based on the total cost of the dwelling unit which is summarized as below:

Type of Dwelling unit	Cost excluding construction cost (in Rs.)	FINANCIAL IMPLICATION per FLAT			
		Stamp Duty (in Rs.)			Registration Fee(s) (in Rs.)
		For Male @ 7%	For Female @ 5%	For Joint name of male & female @ 6%	
1	2	3	4	5	6
A	7,10,642.00	49800.00	35550.00	42650.00	5200.00
B	10,79,395.00	75600.00	54000.00	64800.00	10200.00
C	14,13,518.00	99000.00	70700.00	84850.00	10200.00

Note: *Approx. Stamp Duty & Registration Charges have been rounded off to the next hundred. The above figures are subject to any change as per latest notifications of the Competent Authority concerned at the time of execution of Conveyance Deed.*

3. Beneficiaries are requested to carry/follow all documents/instructions given herein under:

- Allottees/ Co-allottees the persons whose names are to be mentioned in the sale deed are required to be physically present on the date of registration.
- Coloured passport size photographs of signatories to the sale deed are required, with original PAN CARD and photocopy thereof issued by the Income Tax Authority.

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- c) Proof of Identity of the beneficiaries (any one of these documents like Driving License, Election Commissioner's Identification Card or State/Central Government's Identity Card with photographs along with photocopy thereof).
 - d) First Allotment Letter, all Payment Receipts. Final Call-up Letter, Possession Cum Occupation Letter and Handing/Taking over Certificate (of dwelling unit and parking) along with Annexure-I (for details of loan availed) Submitted to CGEWHO before issuance of Possession Letter.
 - e) Make provision for sufficient fund for clearing the outstanding liability, if any. In order to obtain No Due Certificate from the Kendriya Vihar II Apartment Co-Operative Housing (Maintenance) Society Limited Panchkula, Sector-25, Panchkula.
 - f) Original Share Certificate issued by the Kendriya Vihar II Apartment Co-Operative Housing (Maintenance) Society Limited Panchkula, Sector-25, Panchkula in favour of allottee(s), if any.
 - g) The amount for stamp duty, registration charges, Advocate's fees and other miscellaneous charges as stated in para-2.
4. All the beneficiaries shall be required to pay the up-to-date maintenance charges of your flat or any arrear on any account in order to obtain a '**NO DUES CERTIFICATE**' from the Kendriya Vihar II Apartment Co-Operative Housing (Maintenance) Society Limited Panchkula, Sector-25, Panchkula. Accordingly, a draft for "No objection certificate" to be obtained from Apartment Owners Association and enclosed with request application; is enclosed as annexure- I.
5. Beneficiaries are required to intimate their availability at Panchkula for registration giving a clear one week's time to our Office Representative Shri Ishwar Lal, Project Engineer, Mohali so that the exact date on which he/she is required to be present at Panchkula may be confirmed. However a period of 3-4 days may be required for completion of the registration process.
6. For any further clarification, you may contact undersigned or Shri Ishwar Lal, Project Engineer, Mohali (Contact No. 09417594524) and Shri S K Jain, Asst. Dir.(Tech), Nodal Officer for Panchkula Registration matters.
7. Further, to facilitate registration of dwelling unit handed over to you, it is to inform you that, you have to forward the following certificates issued from the Kendriya Vihar II Apartment Co-Operative Housing (Maintenance) Society Limited Panchkula, Sector-25, Panchkula;
- a) No dues certificate issued from the Owners Association,
 - b) No commercial activity is being undertaken by beneficiaries in his dwelling unit or inside the complex.
 - c) No unauthorized construction/ alteration is carried out in the allotted Dwelling unit.
8. You are requested to process your application, for registration along with all necessary documents, in the prescribed format enclosed as Annexure – II.

Yours faithfully,

Encl.: As above

CC: The President, Kendriya Vihar II Apartment Co-Operative Housing (Maintenance) Society Limited Panchkula, Sector-25, Panchkula (Haryana) } For information and further necessary action please.

(P.K.Wadhwa)
Dy. Director (Admn)
for Chief Executive officer