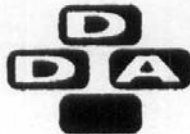


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## GUIDELINES FOR

DELETION OF NAME AS CO-ALLOTTEE  
IN THE ALLOTMENT/ALLOCATION/FLAT.

HOUSING DEPARTMENT

DELHI DEVELOPMENT AUTHORITY

**DELETION OF NAME AS CO-ALLOTTEE IN THE ALLOTMENT/  
ALLOCATION/FLAT.**

Following documents are required to be submitted  
[formats given inside] :-

- a) Indemnity Bond on non-judicial stamp paper of Rs. 10~~00~~<sup>00</sup> from transferor & transferee duly ~~regd.~~ *attested*
- b) Affidavit from transferor on Rs. ~~20~~<sup>20</sup> non-judicial stamp paper duly attested.
- c) Affidavit from transferee on Rs. ~~10~~<sup>10</sup> non-judicial stamp paper duly attested.
- d) Release/Relinquishment Deed from the person who is getting his/her name deleted from joint allotment duly regd. non-judicial stamp paper of Rs. ~~1000~~<sup>1000</sup>.
- e) No objection Certificate from the employer, if H.B. advance has been taken.
- f) Documentary evidence of relationship i.e. attested copy of :
  - (i) Ration Card *and / Election Card*
  - (ii) School leaving Certificate or
  - (iii) Passport etc.
- g) Photograph & three signature of both duly attested.  
*by in Gazetted Officer / Isk*  
*(1) classmate*

*A.D. (C&G) 4*  
*2*

**INDEMNITY BOND**

This Indemnity Bond is made on this.....  
day of.....199...by Sh./Smt./Miss.....  
son/wife/daughter of Sh.....  
resident of.....[hereinafter called "the  
transferor"] and Sh./Smt./Miss.....  
son/wife/daughter of Sh.....  
resident of.....[hereinafter called  
"the transferee"] , in favour of Vice Chairman, Delhi Develop-  
ment Authority, New Delhi [hereinafter called "the owner-  
Authority"]. The term 'the transferor' and 'the transferee' shall  
unless in consistent with the context include his/her legal heirs/  
successors, executors, Administrators, Legal representative and  
permitted assignees.

2. Whereas Sh./Smt./Miss.....son/wife/  
daughter of Sh.....and Sh./Smt./  
Miss.....were jointly allotted a flat  
bearing No.....Block No.....  
Pkt No.....in.....Residential Scheme  
under SFS/MIG/LIG/Janta category [hereinafter called "the flat"]  
on hire purchase/cash down basis vide letter No.....  
dated.....by the owner Authority.

3. And whereas the transferor and the transferee have  
requested the owner Authority to transfer the unspecified share/  
the rights of the transferor in the said flat in favour of the  
transferee, i.e. Sh./Smt./Miss.....  
son/wife/daughter of Sh.....who is related  
by blood to the transferor as wife/son/daughter.

4. And whereas the owner-authority on the faith of the  
representations made by the transferor and transferee has agreed  
to transfer the unspecified shares of transferor in the said flat  
in favour of the transferee on the condition that the owner-  
Authority be indemnified by the transferor and transferee against  
any loss or damage that may be sustained by it or any claim,  
litigation, proceedings etc., that may be taken out against it or  
arising out of the said transfer/deletion.

*Handwritten signature*

5. Therefore, in consideration of the aforesaid agreement, the transferor and the transferee hereby indemnify and shall always keep the owner-Authority indemnified against any loss or damage that it may sustain by transferring the unspecified shares/rights, title or interest of the transferor to the transferee or any claim, proceedings of litigation that may be taken out or brought against it or arising out of or in connection with the aforesaid transfer of unspecified shares/rights, title or interest of the transferor in favour of the transferee.

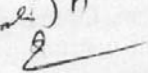
6. In witness whereof this deed has been signed and delivered by the transferor and transferee on the date first mentioned herein above.

**EXECUTANTS :-**

- [1] Transferer (whose name is to be deleted).
- [2] Transferee (in whose favour deletion/transfer of rights is requested).

**Witnesses :**

	Signature	Name	Occupation	Address
[1]				
[2]				

*A.D. (Gandhi)*  


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**AFFIDAVIT FORM TRANSFEROR**

[whose name is to be deleted]

I.....son/wife/daughter of Sh.....  
aged.....years, resident of.....  
do hereby solemnly declare and affirm as under :-

1. That Sh./Smt./Miss.....son/wife/  
daughter of Sh.....and I have been  
allotted a flat bearing No.....Block No.....  
Pkt No.....in.....Residential Scheme  
under SFS/MIG/LIG/Janta category on Hire Purchase/Cash  
Down basis in joint names by the Delhi Development Authority  
vide letter No..... dated.....
2. That I intend to transfer my unspecified share/rights in  
the said flat in the name of Sh./Smt.....  
son/wife/daughter of Sh.....  
who is my.....and is related to me by blood.  
He/She also falls under the SFS/MIG/LIG/Janta category.
3. That neither I nor my wife/husband or dependent chil-  
dren or dependent relation own any residential plot/house/flat  
in the Union Territory of Delhi other than the unspecified shares/  
rights in the flat proposed to be transferred.
4. That neither I nor my wife/husband or dependent chil-  
dren or dependent relation is registered with DDA under any  
other Scheme for allotment of plot/flat and none is enrolled as  
a member of any House Building Co-operative/Group Housing  
Society.
5. That I undertake also that after having transferred this  
unspecified shares/rights in the flat No.....  
Block No.....Pkt.....in.....  
residential Schemes I, my wife/husband/minor children and  
dependent relation will not purchase any residential plot/flat  
from any Co-operative House Building Society or Land Holding  
Deptt. and DDA in Delhi/New Delhi/Delhi Cantt. for a period of  
ten years from the date of transfer.

[ 4 ]

A. D. (600) 17  
R

6. That I am a citizen of India.

DEPONENT

VERIFICATION :

I, the above named deponent, do hereby, verify that the contents of paras 1 to 6 of my above affidavit are correct and believed by me to be true and nothing material has been concealed therefrom.

Verified at New Delhi/Delhi on this.....day  
of.....199...

DEPONENT

*As (Cand) / 17  
2*

**For OFFICE USE ONLY**

**AFFIDAVIT FORM TRANSFEREE**

[in whose favour deletion is required]

I,.....son/wife/daughter of Sh.....  
aged.....years, resident of.....  
do hereby solemnly affirm and declare as under :-

1. That Sh./Smt./Miss.....son/wife/daug  
of Sh.....and I have been allotted  
bearing No.....Block No.....Pkt No.....  
in.....Residential Scheme under SFS/MIG/  
JANTA category on Hire Purchase/Cash Down basis in  
names by the Delhi Development Authority.
2. That Sh./Smt./Miss.....son/wife/daug  
of Sh.....is my father/mother/  
daughter and related to me by blood.
3. That Sh./Smt./Miss.....wan  
transfer his/her unspecified shares/rights in the said flat in  
name. I come wihtin SFS/MIG/LIG/JANTA category.
4. That I have on objection if the unspecified shares/ri  
of Sh./Smt./Miss.....in the fla  
transferred in my name. I will abide by the terms and cond  
of allotment.
5. That neither I nor my wife/husband or depen  
children or dependent relation own any residential plot/ho  
flat in the Union Territory of Delhi.
6. That in the past, I have not transferred any reside  
plot/house or flat to any of my family members nor I  
transferred my membership in any Co-operative House Buil  
Society in Delhi in favour of any of my family members.
7. That I am a citizen of India.

DEPON

[ 6 ]

AD (C-20) 11  
2

**RELEASE/RELINQUISHMENT DEED**

This Release/Relinquishment Deed is made on this..... day of..... 199...by Sh./Smt./Miss..... son/wife/daughter of Sh..... resident of.....[hereinafter called "The Releaser"], in favour of Sh./Smt./Miss..... son/wife/daughter of Sh..... resident of.....[hereinafter called "The Releasee"].

2. Whereas Sh./Smt./Miss.....[Releaser] and Sh/Smt./Miss..... [Release] have been jointly allotted a flat bearing No..... Block No.....Pkt No.....in..... Residential Scheme under SFS/MIG/LIG/Janta category [hereinafter called "The Flat"] on hire purchase/cash down basis, by the Delhi Development Authority vide allotment letter No..... dated.....

3. And whereas it has been agreed between the co-allottees that the shares of the releaser in the said flat be transferred in favour of Sh/Smt./Miss..... [Releasee], who is also a co-allottee of the said flat.

4. In consideration of the above agreement, The Executent {Releaser} hereby releases and relinquishes all his/her rights, interests and shares in the said flat in favour of Sh./Smt./ Miss.....son/wife/daughter of Sh..... who is also a co-allottee of the said flat and hereby declares and affirms that he/she will have no claim, right or interest in the said flat and the same should vest absolutely in Sh./Smt./ Miss.....

5. In witness whereof the Executent [Release] has signed this deed on the date first mentioned herein above.

EXECUTENT [RELEASER]

Witnesses :

Signature                      Name                      Occupation                      Address

1]

2]

AD (C) 11  
[8] 11  
2

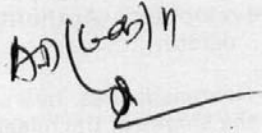


VERIFICATION :

I, the above named deponent, do hereby, verify that the contents of paras 1 to 6 of my above affidavit are correct and believed by me to be true and nothing material has been concealed therefrom.

Verified at New Delhi/Delhi on this.....day  
of.....199...

DEPONENT

AD (G-00) 11  


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**SHELTER FOR MORE THAN ONE  
MILLION FAMILIES**

DDA is engaged in untiring effort of building and planning the Capital of India. Slowly and steadily, the activities of DDA have diversified. DDA is now fully engaged in provided housing, commercial and recreational facilities, apart from undertaking enormous development and horticulture works.

In the last 27 years, beginning 1968, DDA has provided shelter to more than a million families by construction flats, allotting plots to individuals and Co-operative Societies and by providing dwelling units in JJ Resettlement Colonies;

Dwelling units on DDA Plots by Private individuals.	2.50 lakh
Dwelling units in JJ Resettlement colonies.	2.40 lakh
Flats constructed by DDA	2.44 lakh
Dwelling Units Constructed on plots allotted to Co-operative Societies & Co-operative Group Housing Societies.	1.90 lakh
Dwelling Units through Rohini Residential Scheme.	0.85 lakh



**DELHI DEVELOPMENT AUTHORITY**