



For OFFICE USE ONLY

**GUIDELINES FOR  
DELETION OF NAME AS CO-REGISTRANT  
FROM REGISTRATION**

**HOUSING DEPARTMENT**

**DELHI DEVELOPMENT AUTHORITY**

DELETION OF NAME AS CO-REGISTRANT  
FROM REGISTRATION

Following documents are required to be submitted (formats given inside) :-

- a. Affidavit on non-judicial stamp paper of Rs. (2/-) duly attested, from both registrant and co-registrant.
- b. Indemnity bond on Rs. 10/- non-judicial stamp paper duly ~~regd.~~ attested from both registrant and co-registrant.
- c. Registration certificate in original.
- d. Fixed deposit receipt in original.
- e. Documentary evidence of relationship of registrant and co-registrant i.e. attested copy of :
  - i) Ration card ~~and~~ / ~~school~~ - (con)
  - ii) School leaving certificateor
  - iii) Passport etc.
- f) Photograph and specimen signatures of both duly attested.

*from case # 12 / 14 / 15 / 16 / 17 / 18 / 19 / 20 / 21 / 22 / 23 / 24 / 25 / 26 / 27 / 28 / 29 / 30 / 31 / 32 / 33 / 34 / 35 / 36 / 37 / 38 / 39 / 40 / 41 / 42 / 43 / 44 / 45 / 46 / 47 / 48 / 49 / 50 / 51 / 52 / 53 / 54 / 55 / 56 / 57 / 58 / 59 / 60 / 61 / 62 / 63 / 64 / 65 / 66 / 67 / 68 / 69 / 70 / 71 / 72 / 73 / 74 / 75 / 76 / 77 / 78 / 79 / 80 / 81 / 82 / 83 / 84 / 85 / 86 / 87 / 88 / 89 / 90 / 91 / 92 / 93 / 94 / 95 / 96 / 97 / 98 / 99 / 100*

*A.D. (Sg) H*

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(On Rs. 10/- non-judicial stamp paper)

INDEMNITY BOND (TRANSFERER)

This Indemnity Bond is made on this day of.....19.....  
by Sh./Smt.....s/o, w/o, Shri.....  
.....R/o.....  
hereinafter called "the Transferer"/Co-sharer) in favour of the  
Delhi Development Authority through its Vice-Chairman (herein-  
after called "the owner Authority"). The expression "the transferer/  
Co-Sharer" shall unless the context requires a different or another  
meaning, include his successors, Administrators, legal heirs  
representatives, executors and assigns. The expression "The owner  
Authority" shall unless the context requires a different or another  
meaning include its successors and assigns.

WHEREAS Sh./Smt.....s/o/w/o  
Shri..... R/o.....and Sh.....S/o Sh.....  
R/o.....are registered intending purchasers of a flat under the  
Janta/LIG/MIG/SFS of the Delhi Development Authority vide  
Regn. No.....Deposit Receipt No.....dated.....  
for Rs.....

AND WHEREAS Sh.....the transferer wishes  
to get his name deleted from the said registration and wants  
to transfer the same in favour of his/her.....  
Relationship, Sh.....S/o.....  
R/o.....(hereinafter called the transferee) and th  
transferee has agreed to get the said registration transferred i  
his/her favour absolutely.

And whereas the transferer/Co-sharer has requested the own  
Authority to delete his/her name from the said registration ar  
transfer the same in the name of the transferee and the owne  
Authority has agreed to do so on the faith and representation  
the transferer/Co-sharer and the transferee subject to the conditi  
that the transferee/Co-sharer executed an Indemnity Bond  
dennifying the owner-Authority against any loss or damage th  
it may sustain on account of the deletion of name of Co-sha

( 2 )

AJ (copy) 1

from the said registration or the amount lying at the credit of the transferer/Co-sharer to the transferee.

Now, therefore, in consideration of the aforesaid agreement the transferee/Co-sharer hereby indemnifies and shall always keep the owner Authority Indemnified against any loss or damage that may be taken out against it on account of deletion of name of Co-sharer from the said registration and the amount lying as deposit at the credit of the transferer/Co-sharer with the owner Authority in favour of the transferee.

That the transferer also undertakes that after getting his name deleted, he/his husband/wife, dependent relation and minor children will not acquire any plot or flat from DDA or any other land owning agency for a period of ten years.

In witness whereof the transferer/Co-sharer has signed this deed on the day, month and the year mentioned first hereinabove.

WITNESS

TRANSFERER/Co-sharer

1.

2.

Ad (cont) 4  
R

AFFIDAVIT (FROM TRANSFEREE)

I, ..... S/W/D/O Sh. ....  
aged ..... R/o. ....  
do hereby solemnly declare and affirm as under :-

1. That Sh. .... S/D/W/O Sh. ....  
aged... ..r/o..... is my.....  
and related to me by blood/i s my family member.

2. That I and Shri..... are registered intending  
purchasers of a flat under Janta/LIG/MIG/SFS categories of the  
DDA vide Registration No..... Deposit receipt No.....dt.....

3. That Shri..... wants to get his name  
deleted from Registration in my favour. I come within the Janta/  
LIG/MIG/SFS category.

4. That I have no Objection if the said Registration is exclusively  
transferred in my name. I will abide by the terms and conditions  
which were applicable to both of us.

5. That neither I nor my wife/husband or dependent children or  
unmarried children own any residential Plot/house/flat in the Union  
Territory of Delhi.

6. That I have been residing in Delhi for the Last.....years.

VERIFICATION

DEPONENT

Verified at New Delhi/Delhi on this.....day of.....  
19.....that the contents of paras 1 to 6 of above affidavit are  
correct and believed by me to be true and nothing material has  
been concealed therefrom.

DEPONENT

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(4) AD (L-6) 4  
2

AFFIDAVIT (FROM TRANSFER ER)

I,-----Son/Wife/daughter of  
Sh.-----aged-----  
r/o-----do hereby solemnly  
declare and affirm as under :-

1. That I and Sh.-----S/o-----  
R/o.-----registered intending  
purchasers of a flat under Janta/Low/Middle Income Group/SFS  
category of the Delhi Development Authority vide Registration  
No.-----deposit Receipt No.-----Dated-----.

2. That I intend to get my name deleted from the said Registration  
in favour of Shri/Smt.-----S/D/W/o  
Sh.-----who is my-----  
and is related to me by blood and also falls under the Janta/Low/  
Middle Income Group/SFS.

3. That neither I nor my wife/husband or dependent children or  
unmarried children own any residential plot/house/flat in the Union  
Territory of Delhi.

4. That neither I nor my wife/husband or dependent children or  
unmarried children is the member of any house Bldg. co-op.  
society and have not been allotted/being allotted any plot/flat nor  
registered with DDA for allotment of a flat or plot.

DEPONENT

VERIFICATION :

Verified at New Delhi/Delhi on this-----day of-----19  
that the contents of paras 1 to 4 of the above affidavit are correct  
and believed by me to be true and nothing material has been  
concealed therefrom.

DEPONENT

Ap (Gao) n  
d  
( 5 )

INDEMNITY BOND (TRANSFEREE)

This Indemnity Bond is made on this day of \_\_\_\_\_ 19\_\_\_\_

Shri/Smt. \_\_\_\_\_ S/D/W/o. \_\_\_\_\_

\_\_\_\_\_ r/o \_\_\_\_\_

(hereinafter called "the Transferee") in favour of the Delhi Development Authority through its Vice-Chairman, (hereinafter called "the owner-Authority). The expression "the transferee" shall unless the context requires a different or another meaning include his successors administrators, legal heirs representatives, executor and assigns. The expression "the owner-Authority" shall unless the context requires a different or another meaning include its successor and assigns.

WHEREAS I and Shri/Smt. \_\_\_\_\_

S/D/W/o \_\_\_\_\_

R/o \_\_\_\_\_

are registered intending purchasers of a flat under the \_\_\_\_\_ of the Delhi Development Authority vide Registration No. \_\_\_\_\_

Deposit Receipt No. \_\_\_\_\_ Dt. \_\_\_\_\_ for Rs. \_\_\_\_\_

(hereinafter called the transferer/Co-Sharer).

AND WHEREAS the transferer/co-sharer wishes to get his name deleted from the said registration in favour of the transferee and the transferee has agreed to get the said registration transferred in his/her favour exclusively.

AND WHEREAS the transferer/co-sharer has requested the owner Authority to delete his name from the said registration in favour of the transferee and the owner-Authority has agreed to do so on the faith and representation of the transferer/co-sharer and the transferee subject to the condition that the transferee executes an Indemnity Bond indemnifying the owner-Authority against any loss or damage that it may sustain on account of the deletion of name of the co-sharer from the said registration on the amount lying at the credit of the transferer/co-sharer to the transferee.

Now, therefore, in consideration of the aforesaid agreement the transferee hereby indemnifies and shall always keep the owner-

Handwritten signature or initials

Authority against any loss or damage that it may be taken out against it on account of deletion of the name of the co-sharer from the said registration and the amount lying as deposit at the credit of the transferer/co-sharer with the owner-Authority in favour of the transferee.

In witness whereof the transferee has signed this deed on the day month and the year mentioned first hereinabove.

WITNESS :

- 1.
- 2.

TRANSFEEE

AD (Cust) 17  
2



**For OFFICE USE ONLY**

**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 providing housing, commercial and recreational facilities, apart from undertaking enormous development and horticultural works.

In the last 27 years, beginning 1968, DDA has provided shelter to more than a million families by constructing 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**

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Price Rs. 5/-