



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,
जनपथ, नई दिल्ली-110001
दूरभाष : 23739722 / 23717249 / 23355408
फैक्स : 23717250

6th floor, 'A' Wing, Janpath Bhawan,
Janpath, New Delhi-110001
Phones : 23739722 / 23717249 / 23355408
Fax : 23717250
E-mail : cgewho@nic.in

No. A-509/3

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TO
ALL BENEFICIARIES OF (PHASE-II HOUSING SCHEME

**Subject : Registration of individual Deed of Assignment for Flat(s) / Parking(s) in
CGEWHO's (Phase II/REVISED) Housing Scheme, Sector-37, Jagatpura, Jaipur,
Rajasthan**

Sir/ Madam,

We are pleased to inform you that the registration of "Sale Deed" of individual dwelling unit and parking space(s) has now been commenced in co-ordination with the Kendriya Vihar-II Housing Society. The Beneficiaries of Kendriya Vihar Jaipur (Phase II/REVISED) Scheme are required to get their Flat/Parking registered after taking over peaceful physical possession of respective dwelling unit. Type wise revised w.e.f. 27/06/2015 financial implications and procedure for registration are given vide Annexure-A (Enclosed)

2. Beneficiaries are, therefore, requested to carry/follow all documents/instruction given herein under :

- a) All the persons whose names are to be mentioned in the sale deed are required to be physically present on the date of registration.
- b) Two numbers colored passport size photographs of each signatory to the sale deed are required, with original PAN CARD/Election I Card/Driving License and photocopy thereof issued by the concerned Authority.
- c) Two number of Plans(s) of flat from Technical Brochure.
- d) Two sets of sale deed - one set typed on stamp paper & One set Photo copy (duly signed in original).
- e) 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.
- f) Make provision for sufficient fund for clearing the outstanding liability in order to obtain "No Due Certificate" from the Kendriya Vihar -II, Apartment Owner's Welfare Association.
- g) Original Share Certificate issued by the Kendriya Vihar -II Apartment Association in favour of allottee(s), if any.
- h) The amount for stamp duty, registration charges (to be paid in cash), Advocate's fees and other miscellaneous charges, if any, as per Annexure - A.

3. All the beneficiaries are required to pay the up-to-date maintenance charges of your flat or any arrear on any account in order to obtain 'NO DUES CERTIFICATE' from the Kendriya Vihar -II, Apartment Owner Welfare Association, Jaipur (Phase II).

Continued to Page : 2

