



केन्द्रीय सरकारी कर्मचारी कल्याण आवास संगठन
CENTRAL GOVERNMENT EMPLOYEES
WELFARE HOUSING ORGANISATION

(An Autonomous Body under M/o Housing & Urban Affairs)

नवौं तल, बी खण्ड, जनपथ भवन,
जनपथ, नई दिल्ली-110 001

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No. A-110/7

30.06.2025

To,

The Allottees of Chennai (Phase III) Housing Scheme

Subject:- Empanelment of Advocates for the CGEWHO Chennai (Phase III) Housing Scheme for smooth execution of the "Conveyance Deed".

Dear Sir/Madam,

With reference to above cited subject, the following advocate/legal firm has been empanelled to provide the services to the CGEWHO beneficiaries for smooth execution of the "Conveyance Deed" in the prescribed/approved format of Chennai (Phase III) Housing Scheme.

S.No.	Name and Address of Advocate/Legal Firm	Contact No. & Email address of Advocate/Legal Firm
1	Adv. A S Vijayabaskar Flat No. LIG-4/19, TNHB Flats, 4 th Block, Second Floor, Vanagram Road, Athipet, Ambattur, Chennai - 600058	Ph. 9841070826/ 9445630342 Email: sv_baskar@yahoo.com
2	Adv. Akila S. Flat No. 1, Ground Floor, Abirami Apartment Plot No. 2182, AF Block, 12 th Main Road, Anna Nagar West Chennai - 600040	Ph. 9600689609/ 8098122888 Email: advocate.akila@gmail.com
3	RSS Law Firm No. 2/30, Ground Floor, Balfour Apartments, Door No. 30, Balfour Road, (Opp. Lite Auditorium), Kilpauk, Chennai - 600010	Ph. 8056010977 Email: advocatehashwanth@gmail.com
4	Adv. Harish No. 9C, Michael Nagar, Mitnamalli, Avadi, Chennai - 600065	Ph. 9840298826 Email: vkharish1@gmail.com
5	Adv. S Akbar Ali MIG-1101, 1 st Floor, TNHP Avadi, Chennai - 600054	Ph. 9884379862/ 9092876268 Email : akbaralibl@gmail.com

6	Adv. Vishnu Mathivanan No. 9C, Michael Nagar Near Avadi CRPF Campus Chennai – 600065	Ph. 9790327629 Email: Vishnu.advocate3@gmail.com
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2) Advocate Fees: The Agreed Fees quoted by the above Advocates for providing the complete services for the smooth Execution of "Conveyance Deed" (including preparation of documents, etc.) are Rs. 5,000/-per dwelling unit.

Please note that;

- i) The "Conveyance Deed" is required to be registered/executed before the concerned office of the sub-registrar in Avadi, Chennai. The charges of registration fee, stamp duty, computer fees, CD Fees, documents charges, Patta Sub-division charges (If applicable), scanning fees, and/or any other charges, including miscellaneous, etc., are to be paid by the allottees in addition to the advocate fees.
- ii) After the execution of "Conveyance Deed", the advocate will have to submit the original copy along with a photocopy at CGEWHO HQ through the CGEWHO site official for office record for further handover to the allottees/banker. Further, a photocopy of the "Conveyance Deed" is also required to be provided to the allottee/beneficiary.

3) The general steps/process for execution of the "Conveyance Deed" includes:

- i) Payment of cost of stamp paper to Tamil Nadu State Govt. Treasury as per the advice of the advocate.
- ii) Collection of e-stamp paper from the respective stamp vendor, Preparation and printing of "Conveyance Deed" in the prescribed format, duly approved by the CGEWHO.
- iii) Getting it signed by the beneficiary & its co-owner(s) and CGEWHO's authorised official with proper coordination over the telephone.
- iv) Presenting it before Sub-Registrar Avadi, Chennai, Tamil Nadu office at the appointed date for registration, after completing the KYA [Know Your Allottee] process.
- v) Thereafter, the document(s) will be submitted before the Sub-Registrar Office for registration with prior online appointment of the Sub-Registrar Office at Avadi, Chennai, Tamil Nadu.

4) Please note that there is no binding on any beneficiaries to take the services from the above-mentioned empanelled advocates. The CGEWHO has done the empanelment of the above advocates to facilitate the beneficiaries for the smooth execution of the "Conveyance Deed". Further beneficiaries are also free to take services from any other advocate of their choice to get registered the "Conveyance Deed" with the office of the sub-register in the CGEWHO prescribed format of "Conveyance Deed".

Yours faithfully,



(Roshan Kishore)
Asst. Director (Admn.)
for Chief Executive Officer