

To
The Land Manager, Bidhannagar,
Department of Urban Development & Municipal Affairs
Government of West Bengal.

Subject:- Prior permission for transferring my share in the Plot No. _____,
Block _____, Sector _____, Salt Lake, Kolkata _____

Sir,

I am one of the co-lessees/the sole lessee of the said plot and I have decided to bequeath my entire _____ share in the property in favour of my _____ named Sri/Smt. _____ a resident of _____

_____ by way of Gift. Enclosing herewith the requisite documents, as mentioned below. I request you to kindly examine the matter and issue the permission so that I can execute the deed of gift at the earliest. I shall further request you to cause nutation of the plot after receiving a certified copy of the deed of gift.

Sri/Smt. _____ whom I intend to gift my share has countersigned this application below as a matter of his/her consent to my proposed action of gift.

Yours faithfully,

(_____)

Counter signature of transferee

(_____)

Full signature

Name: _____

Address: _____

Phone No. _____ Mobile No. _____

Date: _____

Enclosed:

- 1) Declaratory affidavit concerning provisions of Urban Land Ceiling Act, 1976.
- 2) Relationship proof of transferee/transferees with the proposed transferor. (To be issued by a Central/State Government's Gazetted Officer/SDO, Bidhannagar)
- 3) Residence proof of the proposed transferee/transferees.
- 4) Photographs and Specimen Signatures of both the proposed transferee/transferees and transferor/transferors attested by a Gazetted Officer.
- 5) NOC from the bank concerned in case of loan availed by the transferor
- 6) Copies of Photo Identity Card of both the transferee/transferees and transferor/transferors.
- 7) Copy of Treasury Challan of Rs. _____ dated _____
- 8) Attested copy of mutation certificate issued by the Bidhannagar Municipality.
- 9) Copy of Sectioned Building Plan.
- 10) Copy of Clearance Certificate.

STAMP RS:10/-

BEFORE THE METROPOLITAN MAGISTREATE CALCUTTA OR NOTARY PUBLIC

AFFIDAVIT

I, Shri/Smt. _____ son/wife/daughter of _____
_____ by occupation _____ aged about _____ years,
by nationality Indian by religion _____ residing at _____

_____ do hereby solemnly affirm and state as follows:-

(1) That I am father/ mother / husband/ wife/ son /daughter/ brother/ sister of Shri/Smt. _____
_____ son/daughter of _____ and wife of _____
_____ Residing at _____

From whom I intend to acquire his/her undivided share the plot bearing No. _____
in Block _____ Of Sector _____ of Bidhannagar (Salt Lake).

(2) That neither I nor my wife / husband nor my unmarried minor children jointly or severally hold any immovable property within any "Urban Agglomeration, as defined in the Urban Land (Ceiling and Regulation) Act, 1976.

(3) That neither I nor my wife/husband nor my minor children hold/own any immovable property jointly with any other person within any Urban Agglomeration, Bidhannagar and K.M.D. Area.

(4) That my family consisting of my wife/husband, minor children and myself holds/do not hold land (details to be specified) in any Urban Agglomeration.

(5) That by acquiring of the plot _____ undivided share of the plot of land measuring _____ cottahs in Sector _____ of Bidhannagar in the district of North 24 parganas. I shall be hit/ I shall not be hit by the provisions of the Urban Land (Ceiling and Regulation) Act, 1976 and shall not be liable to submit any return under the Act.

(6) That I hold/do not hold lands/building/flat/apartment (owner/lessee etc.) situated within the said "Urban Agglomeration" in K.M.D. Area.

(7) That any member of my family as defined in the aforesaid Act holds/do not hold land/building/flat/apartments as (owner/lessee etc.) situated within the said "Urban Agglomeration" in K.M.D. Area.

(8) Any member of my family has no interest/share in any property in Bidhannagar excepting in the aforesaid Plot No. _____

(9) Provided further that if afterwards it is found that any material fact relating to holding/ owing immovable property within the said Urban Agglomeration, Bidhannagar and K.M.D. area is not disclosed in the affidavit, the lessor shall have the right to re-enter into possession of the demised land and thereupon this demise shall forthwith stand determined.

(10) The statements made in the above paragraphs are true to my knowledge.

DEPONENT

ADVOCATE

N.B. : Delete whichever is not applicable

Relationship Certificate

This is to certify that Sri/Smt. _____ son/daughter of
_____ and husband/wife of Sri/Smt.
_____ aged about _____ years
at _____ present _____ residing _____ at

_____ is the father/mother/husband/wife/son
/daughter/brother/sister of Sri/Smt. _____
Son/daughter of _____ and
husband/
Wife of Sri/Smt. _____
aged
about _____ years at _____ present _____ residing _____ at

_____ by direct relation.
Both of them are personally known to me.

Dated: _____

Signature:

Name in full: _____

Designation: _____

Office Seal: _____

Office Address with Pin Code:

Phone No: _____

Mobile No: _____

Attestation of Photo & Signatures by Gazetted Officer

I personally know the following person/persons for the Last _____ Years.

Whose Photo and Signature/Signatures are duly attested by me:

<u>Name</u>	<u>Photo</u>	<u>Signature</u>	<u>Attested with seal</u>
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1)

2)

3)

4)

(_____)
Full Name & Designation

Date _____

Phone No. _____

Office Address with Pin Code _____
