

To
The Land Manager, Bidhannagar,
 Department of Urban Development & Municipal Affairs,
 Government of West Bengal
 Nagarayan, Block DF-8, Sector-I
 Salt Lake, Bidhannagar,
 Kolkata – 700064

**Sub: Change of membership by virtue of Nomination in respect of
 Smt. _____ and approval thereof in
 respect of Flat No.**

Sir,

It is intimated that the owner of the flat Mr. _____
 has expire on _____ As per our document his nominee is Mrs.

 _____ (wife) _____

The BOD has accepted her as nominee for the flat no. _____ vide
 Resolution passed during the meeting held on _____ .

The necessary documents is forwarded to you for issue of 'NOC' for membership.

Your kind co-operation will be highly appreciated.

Yours faithfully

(Secretary of the Co-Operative Society)

Enclosure:-

- (1) Original Death Certificate of the flat owner
- (2) Letter of the Nominee addressed to the Secretary of the Co-operative Society
 (proyer for approval of membership).
- (3) Receipt copy of E-challan of Rs 10000/- as processing fee through GRIPS.
- (4) ULC Affidavit of the Nominee/Claimant, in Proforma.
- (5) Relationship Certificate issued by a Group-A Gazetted Officer, in Proforma.
- (6) One Passport-Size photograph alongwith specimen signature of the Nominee/Claimant,
 in Proforma.
- (7) Photocopy of the relevant protion of the Nomination Register attested by the Secretary of
 the Co-operative Society.
- (8) Photocopy of the Identity-proof of the Nominee / Claimant (EPIC/PAN Card/ADHAR
 Card/ Passport).
- (9) Extract of the Resolution adopt in the meeting of Board of Directors of the Co-operative
 Society.
- (10) Certified copy of Deed of Conveyance.
- (11) Certificate regarding Non-encumbrances of the flat.

STAMP RS:10/-**BEFORE THE METROPOLITAN MAGISTRETE 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 ofand
 wifeof.....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

Attestation of Photo & Signatures by Gazetted Officer

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

Whose Photo and Signature/Signatures are attested by me:

| <u>Name</u> | <u>Photo</u> | <u>Signature</u> | <u>Attested with seal</u> |
|-------------|--------------|------------------|---------------------------|
| 1) | | | |
| 2) | | | |
| 3) | | | |
| 4) | | | |

(.....)
Full Name & Designation

Date.....

Phone No.....

Office Address.....

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