

APPLICATION FOR PERMITTING TRANSFER OF LEASEHOLD RIGHTS

Dated: -----

To

Unit Head
RIICO Ltd.

S No.	Particulars	Details to be submitted by applicant
1.	Name of the applicant	
(i)	Postal Address	
(ii)	Telephone /Mobile No.	
(iii)	E-mail address	
(iv)	Fax No.	
(v)	Name of Industrial Area	
(vi)	Plot No.	
(vii)	Plot Area	
2.	Name of purchaser firm/company alongwith constitution	
3.	Whether the sale is of vacant plot	Yes/No
4.	Whether the sale is after setting up of project	Yes / No
5.	Whether sale deed executed and registered	Yes/No If yes, mention date of sale deed-----
6.	Whether the original lease deed is in custody of the seller/purchaser or RIICO or mortgaged with any financial institution/banks. etc.	
7.		
8.	Enclosures	<ol style="list-style-type: none"> 1. Copy of sale deed duly attested by Notary 2. NOC from financial institution/banks , if required. 3. Original lease deed / Sale Deed 4. Other relevant documents for completing the chain of title, such as conveyance deed, amended/supplementary lease deed etc. 5. Power of Attorney, in case of sale is based through POA. 6. In case of firm /company/trust/LLP, resolution/ consent of concerned persons. 7. Copy of Memorandum part-I issued by DIC/ Copy of registration issued by

		<p>Ind. Deptt. Gol, as the case may be.</p> <p>8. Copy of partnership deed alongwith registration/ Memorandum of Articles & Association/ Trust Deed/ Copy of registration by registering authorities in case of societies.</p> <p>9. Affidavit/Undertaking on non judicial stamp paper with regard to liability of outstanding dues.</p> <p>10. Copy of UTR No. (for payment through RTGS/NEFT)against payment of outstanding dues Rs.....</p>
9.	Application Fee	Copy of UTR No.(for payment through RTGS/NEFT) Rs.....

Signature of applicant