

INPUT PROFORMA FOR RESIDENTIAL PROPERTIES (NAZUL)

IDENTIFICATION [PART - I]

Property ID (Generated by Computer)

1. Land type (1 – Nazul / 2 – Rehabilitation)

2. Property type (As per Lease Deed) (1-Residential / 2-Commercial / 3-Institutional)

3. Property Sub type (As per Lease Deed) (Refer Annexure)

4. Colony Code Colony Name _____

5. Block No. (if any)

6. Plot No./Name / _____

7. File No.

8. Lease No.

9. Known as _____

HISTORY [PART - II]

10. Lessee(s) Details:

Sno.	Name	Father/Husband Name	Type of Lessee*

*Type of Lessee - (Present / Original / Subsequent / Co-Lessee / Penultimate)

11. Communication Address:

Name	_____
House No. / Street	_____
Locality	_____
City – Pin Code	_____

12. Date of allotment / / (dd/MMM/yyyy)

13. Plot area (Sq.ft / Sq.yd / Sq.mtr / Acre)

14. Validity period for GR (years)

15. Number of Units in a Plot

16. Type of Lease : Perpetual / Temporary / Restricted / Unrestricted

17. Type of Appendix : 11 / 12 / 13 / 31 / 31A [If any]

18. Date of execution of MOA/AOL/PL / / (dd/MMM/yyyy)

19. Date of commencement / / (dd/MMM/yyyy)

20. Present Property type as per Master plan 2001 (1-Residential / 2-Commercial / 3-Institutional)

21. Present Property Sub type as per Master plan 2001 (Refer Annexure)

22. Lease Deed Registration particulars:

Registration Number	
Book Number	
Volume Number	
Page From	
Page To	
Registration Date	
Execution Date	

23. Date of allotment of additional land / / (dd/MMM/yyyy)

24. Area of additional allotment (Sq.ft / Sq.yd / Sq.mtr / Acre)

25. Whether part of the premises has been rented out? Yes / No

a. If yes, rented out to whom? Government / Similar organization / Commercial organization

26. Whether Supplementary lease executed? Yes / No

27. Supplementary Deed Registration particulars:

Registration Number	
Book Number	
Volume Number	
Page From	
Page To	
Registration Date	
Execution Date	

28. If re-entered, date of re-entry / / (dd/MMM/yyyy)

29. Reasons for re-entry

(1 - Unauthorised Construction / 2 - Misuse / 3 - Encroachment on Govt. Land / 4 - Unauthorised transfer / 5 - Non Construction of plot / 6 - Non payment of Ground Rent / 7 - Non payment of charges for Belated Construction / 8 - Non payment of other Govt. dues)

30. If re-entry withdrawn, indicate date / / (dd/MMM/yyyy)

31. Whether mortgaged?

Yes / No

32. Mortgagee Detail(s):

Name	
Branch	
Locality	
City	
Pin code	

33. Is there any court case?

Yes / No

34. Whether Stay granted?

Yes / No

35. Whether pending in the ESO under PPE Act?

Yes / No

36. Whether Eviction order has been passed under PPE Act? Yes / No

a. If Yes, Date of Eviction order / / (dd/MMM/yyyy)

b. If No, Date of Last Hearing / / (dd/MMM/yyyy)

37. Date of Next Hearing

/ / (dd/MMM/yyyy)

38. Directions to the Department (If any) : _____

39. Whether Directions complied with?

Yes / No

40. Due date for revision of GR

/ / (dd/MMM/yyyy)

41. Whether plaint filed in the court of Deputy Commissioner? Yes / No

a. If yes, date of filing plaint / / (dd/MMM/yyyy)

42. Whether Ground rent revised?

Yes / No

43. If Group Housing, Date of Permission

/ / (dd/MMM/yyyy)

44. Rate of Yearly Ground Rent as per Leased Deed (Rs./Per Annum)

45. Whether by Inheritance Transfer

a. If Inheritance, Whether by Will Relinquishment Deed

b. If Transfer, Whether by Sale Gift

46. Number of Transfers

47. Any application pending for

(0 - NIL / 1 - Conversion / 2 - Substitution / 3 - Mutation / 4 - Sale Permission / 5 - Mortgage Permission / 6 - Gift Permission)

a. If pending, Date of Application / / (dd/MMM/yyyy)

TECHNICAL DETAILS [PART - IV]

48. A. Sanction of Building Plans

Sno.	Date of Sanction	Resolution No.	Sanctioned Covered Area (Sq.Ft.)	Floor

Floor - Basement / Ground / First / Second

48. B. Covered Area details

Sno.	ECA/PCA	Period	Area (Sq.Ft.)	Floor

Period - Upto 14-07-68 / 15-07-68 to 09-08-83 / 10-08-83 to 31-07-90 / 01-08-90 to till date

Floor - Basement / Ground / First / Second

49. Dimensions in Feet:

Front	Rear	Width

50. In case of Rehabilitation property,

a. Is there existing Building Plan submitted by party on or before 31-12-78 Yes / No.

b. If Yes, extent of Covered area shown (Sq. Ft.)

Basement	Ground Floor	First Floor	Second Floor

Prepared by
Name:

Designation:

Signature with date

Checked by
Name:

Designation:

Signature with date

