Sub.: Application for issuance of 4 sets of lease deed under Relocation Scheme.

Sir,

I have deposited full cost of plot and taken possession of the plot. You are requested to issue 4 sets of lease deeds on the basis of following details:

1. Other particulars are given below:
   i) Application No. : ____________
   ii) Plot detail : No._____, Pkt-______, Sec-____
                   at Bawana/Bhorgarh/Narela
                   Size/area______ sq. mtrs.
   iii) Date of issue of Allotment-cum-Demand Letter : ___/___/_______
   iv) Date of intimation of possession letter (if issued) : ___/___/_______
   v) Date of possession letter issued : ___/___/_______
   vi) Date of physical possession Letter (issued by Works Div.) : ___/___/_______
   vii) Last due date of completion of the building (i.e. one year from the date of physical possession) : ___/___/_______
   viii) If construction is completed, Date of completion of the building (as per Form-'D'/date of energisation of electric permanent connection) : ___/___/_______
   ix) Permissible time of one year for construction : 1. Expired  2. Not expired (pl. tick(✓) as applicable)
   x) If permissible time of one year expired then: (pl. tick(✓) whichever is applicable)
      i) Building is completed by last EOT : Proof of construction to be enclosed _____
         (EOT - Extension of time)
      ii) Building is not completed by last EOT : pl. read eligibility criteria at S.No.13
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2. **Details as per original application (submitted in 1996):**

i) Name of Firm with Address: _______________________________

ii) Constitution of the Firm:  
   (i) Proprietorship  
   (ii) Partnership  
   (iii) Private Limited  
   (iv) Limited Firm

iii) Name of the Applicant(s)/Proprietor/Partners/Director(s): _______________________________

3.  

i) Constitution of the Firm (at present):  
   (i) Proprietorship  
   (ii) Partnership  
   (iii) Private Limited  
   (iv) Limited Firm

ii) Name of the Applicant/Proprietor/Partners/Directors (at present): _______________________________

iii) Whether COC occurred:  
   i) Yes  
   ii) No

iv) Correspondence address: _______________________________

4. **For Pvt. Ltd. Company:**

a) Name of authorized Director(s) to sign the lease documents as per the latest “Board Resolution”:  
   (pl. enclose Board Resolution)

   1. ______________________  
   2. ______________________

b) Whether there is any change in hands/shares from the last change shown:  
   i) Yes  
   ii) No

5. **List of documents enclosed/to be submitted by allottee:**

i) Self attested copy of physical possession paper & plot status certificate issued by Engg. Division, DSIIDC:  
   Annexure- ____
ii) 4 copies of layout MAP
   issued by Engg. Division, DSIIDC : Annexure-____

iii) 4 unattested copies of passport
    Size photographs : Annexure-____

iv) Self attested copy of Receipt/Challan for
    lease documentation : Annexure-____
    Charges/fees
    (a) Receipt No._________
    (b) amount of ₹________

v) Any one proof of construction of building,
   If completed, out of Powerbill (original)
   'D'-Form/Occupancy/ Completion
   Certificate (self attested) : Annexure-____

6. I/we undertake that:
   i) The building has been/will be constructed as per approved lay out plan. Neither
      any encroachment nor unauthorized construction has been/will be carried out. In
      case of any violation/deviation, which may be noticed at any stage, DSIIDC may
      take any action including cancellation of plot.
   
   ii) That during construction I/we have not damaged/will not damage drains
       adjacent to my/our plot. I/we will pay the penalty/damage charges which the
       DSIIDC may decide, if any damage is noticed by DSIIDC.
   
   iii) The I/we have neither installed bore well in the plot nor the same will be done
       without prior permission of the appropriate authority.

   I/We do hereby affirm and declare that the information given above and in the
   enclosed documents is true and correct to the best of my knowledge and belief and
   nothing material has been concealed therein. I/we am/are well aware that concealment
   of facts and giving false information is a punishable offence and in case I/we am/are
   guilty of giving false information or concealment of facts herein, I/we will be liable to be
   punished with imprisonment and/or fine as per the relevant provisions of law. I/we also
   undertake that the benefits availed by me/us by furnishing such false information or
   concealment of facts shall be liable to be summarily withdrawn.

   Yours faithfully,

   For M/s.____________________
   Sign. of the Prop./Partner(s)/Director(s) (with stamp of firm)

   Name                          Signature     Mobile No.
   1.                            
   2.                            
   3.  

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