

FORM V

**APPLICATION FORM FOR CHANGE OF OWNERSHIP AS A CONSEQUENCE
OF DEATH OF OWNER OF PLOTS/SITE/HOUSE**

PLOT/HOUSE/SITE NO _____ SECTOR/PHASE _____

SIZE _____ RESIDENTIAL _____ COMMERCIAL _____

INDUSTRIAL/INSTITUTIONAL _____

(Tick mark whichever is applicable)

1. NAME OF DECEASED
2. DATE OF DEATH
3. NAME OF LEGAL HEIRS IN WHOSE FAVOUR THE
ALLOTMENT/OWNERSHIP IS TO BE TRANSFERRED
4. NAME OF APPLICANT(S) & RELATIONSHIP WITH
DECEASED
5. NAME OF FATHER/HUSBAND
(of applicant)
6. PERMANENT ADDRESS
(of applicant)
(Telephone No.)
7. NAME OF GPA/SUB GPA/SPECIAL POWER OF
(if applicant is GPA/sub GPA/SPA
8. CORRESPONDENCE ADDRESS
(of applicant)
(Telephone No.) _____
9. ALLOTMENT LETTER NO. DATED
10. TRANSFER ON THE BASIS OF :

A) WILL (Registered/Unregistered)

B) LEGAL HEIR CERTIFICATE

C) COURT ORDER

(Tickmark which ever is applicable)

DATED:

SIGNATURE OF APPLICANT(S)

Certified that all information furnished in this form is true to the best of my/our knowledge.

SIGNATURE OF APPLICANT(S)

The text and format of this form can be changed any time with the change in policy matters.

(For Transfer of ownership in consequence of Death)

(Specimen of Affidavit from Purchaser/Transferee on Non-judicial stamp paper of Rs. 15/- along with passport size photograph duly attested by Executive Magistrate of Magistrate 1st Class in case of violations of building byelaws)

INDEMNITY BOND

This indemnity bond is executed at _____ on this _____ day of _____ (Month) _____ (year) by _____ S/o _____ R/o _____ aged _____ years, in favour of the Estate Officer, PUDA.

1. Whereas Sh./Smt. _____ s/o, d/o, w/o _____ allottee/owner of plot/site/house no. _____ Phase/Sector _____ in Urban Estate _____ expired on _____ .
2. That before his/her death, Sh./Smt. _____ executed a Registered/ Unregistered will at _____ (place) on _____ in favour of Sh./ Smt. _____ s/o, d/o, w/o of Sh./Smt. _____ in respect of the said plot/site/house.
3. Whereas I/we _____ s/o, d/o, w/o _____ R/o _____ hold the General Power of Attorney/Sub Attorney No. _____ dated _____ registered in the place of Sub _____ Registrar _____ for the said plot/house/site on behalf of Sh. _____ S/o D/o W/o _____ R/o _____ which he/she has neither revoked nor cancelled (if applicable).
4. Whereas Sh./Smt. _____ S/o D/o W/o _____ R/o _____ who executed the General Power of Attorney

is still alive (if applicable).

5. Whereas Sh./Smt. _____ S/o D/o W/o _____

has applied to the Estate Officer, PUDA _____ for the transfer of
said plot/site/house on the basis of the Will in his/her favour.

6. And whereas the Estate Officer, PUDA _____ has asked me
to furnish an Indemnity Bond for the transfer of said Plot/House/Site.

7. Therefore, I _____ S/o D/o W/o _____

R/o _____ have agreed to stand surety
and keep indemnified the Estate Officer for and against all the
losses/damages/claims action and proceedings taken against the Estate
Officer, PUDA _____ at any later stage on account of transfer of
Ownership of said plot/house/site in my name/in the name of Sh/Smt
_____ S/o D/o W/o _____

which ever applicable) on the basis of this will and the Estate Officer, PUDA
_____ or any of his officers/officials shall be entitled to make
good all such damages/claims/losses from me/him and from my/his legal
heirs, assigns and successors or from the above said property, which is now
being transferred in my/his name and in that event I/he shall have no
objection to any action of Estate Officer, PUDA _____ including
cancellation/resumption of this property. In witness where of I put my
signatures on this bond on the day, month and year first above mentioned in
the presence of the witness.

EXECUTANT:

WITNESS:

1. _____

2. _____

(Specimen of Affidavit from legal heirs on Non judicial stamp paper of Rs. 15/- along with passport size photographs duly attested by Executive Magistrate or Magistrate Ist Class)

AFFIDAVIT

I/We _____ S/o D/o W/o Sh _____

resident of _____ do hereby solemnly affirm

and declare as under:

1. That I/We _____ am/are legal heirs of Sh./Smt. _____ S/o D/o W/o _____ who was owner of Plot/Site/House No. _____ Sector/Phase _____ Measuring _____ sq. yards allotted/transferred to him by Estate Officer, Urban Estate _____
2. That I/we further declare that Sh./Smt. _____ has expired on _____.
3. That I/we accept the allotment of Plot/Site/House No. _____ Sector/Phase _____ Urban Estate _____ measuring _____ sq. yards.
4. That I/we further undertake to make payment of all the outstanding dues or such amount as may be due or become liable against the plot at any later stage including payment of additional price as and when demanded by the Estate Officer.
5. That I/we accept the terms and conditions relating to the allotment of plot and shall abide by the provisions of Punjab Regional and Town Planning and Development Act 1995 and the rules/regulations applicable there in and amended from time to time.
6. That I/we undertake that in the event of any dispute in respect of the Will and the subsequent change of the disposition contained in the will by orders of any court or in any other manner we will have/make no claims whatsoever against or enter into litigation with Estate Officer, Urban Estate, PUDA.

DEPONENT(S)

Place:
Date:

VERIFICATION:

I/We verify and declare that the above statement is true and correct to the best of my/our Knowledge and nothing has been concealed therein.

DEPONENT(S)

(Specimen of Affidavit from Purchaser/transferee on Non judicial stamp paper of Rs. 15/- along with passport size photographs duly attested by Executive Magistrate or Magistrate Ist Class in case of violations of building byelaws)

AFFIDAVIT

I/We _____ S/o D/o W/o Sh _____

aged _____ years _____ R/o _____ do

hereby solemnly affirm and declare as under:

1. That after the property is transferred in my/our name, I/we or my/our legal heirs, assigns & successors shall abide by the provisions of the Punjab Regional & Town Planning & Dev. Act, 1995 and the rules, byelaws framed there under or amended from time to time and the conditions of the allotment.
2. That I/we shall be liable to pay the required compounding fee in regard to all the compoundable violations and will demolish/alter the non-compoundable violations, which are existing in the building to bring it in accordance with the approved building plan.

DEPONENT(S)

Place:

Date:

VERIFICATION:

Verified that the above said statement is true and correct to the best of my/our knowledge and belief and nothing has been concealed therein.

DEPONENT(S)

LIST OF DOCUMENTS TO BE SUBMITTED BY THE APPLICANT

1. Death certificate in original.
2. Legal heirs certificate issued by competent authority/attested copy of the will (Registered/ Unregistered)/attested copy of court orders (whichever is applicable)
3. Affidavit, in attached prescribed form from the transferee(s) (Pg. 3)
4. Affidavit, in prescribed form from the transferee(s) regarding building byelaws violations (if applicable) (Pg. 4)
5. Photocopy of Conveyance deed (if applicable)
6. Sanction of Sewerage Connection (in case of constructed plot)
7. Third Party Indemnity Bond in the attached prescribed form (in case of transfer by will) (Pg.2)

FOR OFFICE USE

Application of Shri/Smt. _____ for change of ownership (death case) of Plot /Site/House No. _____ Sector/Phase _____ has been checked and documents at Sr.Nos. _____ have been received.

(Signature)
Assistant (S.W.S.)
Date :

ACKNOWLEDGEMENT SLIP

Application received for change of ownership (death case) GPA/Sub GPA/SPA
(if applicable) of Sh./Smt. _____ in respect of
Plot/Site/House No. _____ Sector/Phase _____ on
_____ File No. _____ and a sum of Rs. _____ vide receipt
No. _____ has been received. The applicant may contact the Estate
Office on _____ to collect the document, otherwise the document will be
despatched by post on _____

Signature of Diary clerk