

APPLICATION FOR TRANSFER OF
LEASEHOLD / FREE HOLD PLOT
THROUGH GPA/SPA

Plot No. _____ Phase _____ Focal Point _____

Name of the applicant _____

Father's / Husband's Name _____

Address: _____

Mobile No. _____

E-mail _____

PUNJAB SMALL INDUSTRIES & EXPORT
COPN.LTDUDYOG BHAWAN, SECTOR 17, CHANDIGARH

TRANSFER OF PLOT THROUGH G.P.A.

CHECK LIST

Transfer of plot shall be allowed on completion of the following formalities / documents:

1. Upto date payment towards price of plot has been received including enhanced land cost, extension fee etc or submission of proof of production issued by GM(DIC) as applicable alongwith Indemnity bond as per prescribed format.
2. Plot is free from all sorts of encumbrances i.e. lease hold rights of plot have not been mortgaged in favour of any financial institution in the shape of 1st/2nd/3rd charge (s) etc.
3. Affidavit from transferor as GPA/SPA holder on non-judicial stamp paper of 10/- (individual / all partners / authorized signatory in case of Pvt./Public Ltd. Co. as the case may be) duly sworn and executed before NOTARY PUBLIC.
4. Indemnity bond from transferor as GPA/SPA holder on non-judicial stamp paper of Rs. 15/- (individual/all partners/ authorized signatory in case of Pvt./Public Ltd. Co. as the case may be) duly sworn and executed before NOTARY PUBLIC.
5. Affidavit from Transferee on non-judicial stamp paper of Rs. 10/- (individual/all partners/authorized signatory in case of partnership / Pvt./Public Ltd. Co. as the case may be) duly sworn and executed before NOTARY PUBLIC.
6. Additional affidavit from GPA/SPA sworn and executed before NOTARY PUBLIC alongwith Bank attested signature.
7. Submission of original GPA/SPA executed by allottee before Sub-Registrar/Registering authority containing clear powers in favour of attorney holder to sell/transfer the plot.
8. Partnership deed of Transferor/Transferee in case of partnership firm duly attested by Notary Public.
9. List of current shareholders with their respective share holding of transferor/transferee duly attested by CA/CS in case of public/Pvt. Ltd.Co.
10. List of current Directors duly attested by CA/CS in case of Pvt./Public Ltd. Co. of Transferor/transferee.

11. Copy of memorandum & articles of association of transferor/transferee in case of Public/Private Ltd. Company attested by C.A./C.S.
12. Resolution of BOD's of transferor/ transferee in case of Pvt Ltd./Public Ltd. Co. duly attested by CA/CS confirming sale / purchase of particular plot and authorizing any director(s) to execute the documents including Affidavit, Indemnity Bond concerning sale /purchase of plot and appear for personal verification in PSIEC
13. Request for transfer alongwith payment of applicable transfer fee equivalent to 3% of current reserve price of industrial plot fixed by PSIEC operative at the time of seeking transfer.
14. After completion of formalities and examination of documents, Public notice would be got issued at the expenses of applicant. Thereafter, personal appearance of GPA/SPA seller would be required in the office of PSIEC, Chandigarh, before issuance of transfer letter.

APPLICATION FORM

To

The Managing Director
PSIEC Ltd.
18, Himalya Marg
Udyog Bhawan
Sector 17-A
Chandigarh

Subject: Transfer of Industrial/residential Plot/Shed No._____,
Phase_____ Focal Point/Growth Centre_____.

Sir/Madam,

I/we are the GPA/SPA holder of the plot/shed as mentioned above and wish to seek transfer of above plot in favour of Sh./Smt./M/S _____ . All the requisite documents are enclosed. It is further certified that neither there is any litigation pending in any court of law nor any injunction issued by any court of law restraining the transfer/sale of the said property. I/we do hereby certify that the above information is true and correct and nothing has been mis-stated or concealed therein. All the requisite documents and requisite transfer fee , as per checklist, are enclosed.

It is requested that transfer of above plot may be allowed .

Date:_____

Signature _____

(Name & Address of GPA/SPA holder(s))

(On non- judicial stamp papers of Rs.10/- to be attested from NOTARY PUBLIC)

AFFIDAVIT
(FROM ATTORNEY OF ALLOTTEE)

I/We _____ aged _____

Years S/o. D/o.W/o. Sh. _____

Resident of _____

the absolute and valid legal attorney of Sh./ Smt. _____

Prop./Partner of M/s _____

by virtue of powers vested in me vide Special/General power of Attorney registered under No. _____ On _____ with _____ (name of Registering Authority), original thereof annexed hereto, which shall form an integral part of this Affidavit, do hereby solemnly affirm and declare as under:

1. That I/We , on behalf of original allottee/lessee, his/their heirs/successors of plot no. _____ Phase. _____ measuring _____ Sq. Yds. in the Industrial Focal Point at _____, leased to him on 99 years lease hold basis/free hold by the Punjab Small Industries & Export Corporation Ltd., Chandigarh, the lessor/vendor Corporation vide allotment letter No. _____ dated _____ have entered into a deal for the transfer of referred leased/freehold property on behalf of the allottee in favor of Sh. Smt. _____

S/o. D/o. W/o. Sh. _____ Resident of _____

_____ Prop./Partner of M/s _____

2. That I/We have duly realized full consideration amount covering the full cost of property referred to herein above, as per the deal agreed upon between the transferor and transferee, the receipt of which is hereby acknowledged and confirmed.
3. That I/We hereby consent for the transfer in favor of Sh./Smt/M/s. _____ the transferee, referred to here in above.
4. That I/we hereby also agree to revoke the original lease deed registered under No. _____ Dated _____ with _____ and authorize the lessor Corporation and the transferee to execute a fresh lease deed in his/their favor for the property referred to herein above.
5. That the said transfer referred to herein above is not a family transfer and in case the PSIEC, who is the absolute owner of the property in question would suffer any loss on account of this transfer in the name of transferee referred to above, the deponent, his/their property and persons shall be liable to make good the loss of any sort which may be sustained by the PSIEC on account of this transfer.
6. That the legal heirs/successors of the deponent shall also be liable to make good the loss, if any, suffered by the PSIEC on account of this transfer.
7. That in case any legal heirs or other persons shall make any claim on the property in question, the litigation of the same shall be defended by the deponent at his risk and costs and the loss suffered by the PSIEC, if any, on account of the same, will also be made good by the deponent , his properties and persons.

DEPONENT

VERIFICATION

Verified that the above contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein and no part of it is false.

PLACE:

DATE:

DEPONENT

(On non-judicial stamp papers of Rs.10/- to be attested from the NOTARY PUBLIC)

AFFIDAVIT
(FROM ATTORNEY OF ALLOTTEE)

I, _____, aged _____
Years S/o. D/o.W/o. Sh. _____, resident of

Lawful Attorney of Sh. _____
resident of _____
now at _____ in respect of his Industrial plot
No. _____, Phase _____ Industrial Focal Point
_____. do hereby solemnly affirm and declare as under:

1. That Sh. _____
S/o. D/o.W/o. Sh. _____, resident
of _____ is the allottee of Plot No. _____ Phase,
_____, Industrial Focal point _____ measuring
_____ Sq.Yds., duly allotted to him by the Managing Director, Punjab Small
Industries & Export Corporation Ltd., Chandigarh, vide allotment letter No. _____,
dated _____
2. That I am authorized legal attorney of Sh. _____
Registered vide No. _____ dated _____ in respect of above
property.
3. That the original allottee Sh. _____ S/o. D/o. W/o. Sh.
_____ resident of _____ is still alive.
4. That the General/Special Power of Attorney entered/registered vide No. _____, dated _____ In
the office of Sub Registrar _____, has not been revoked.
5. That my specimen signatures duly attested by _____ on their letter pad are
enclosed herewith.
6. That the plot is free form all sorts of encumbrances.

DEPONENT

VERIFICATION

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and
belief and nothing has been concealed therein and no part of it is false.

PLACE:

DATED:

DEPONENT

(On non-judicial stamp papers of Rs.15/- to be attested from NOTARY PUBLIC)

INDEMNITY BOND

(FROM TRANSFEROR/GPA/SPA HOLDER)

This indemnity bond is executed at _____ on this _____ day of _____ by Sh./Smt. _____ S/o.D/o.W/o. _____ Sh. _____ Aged _____ resident of _____

Whereas the executant is desirous of getting leased/free hold property bearing Plot No. _____ In phase _____ measuring _____ Sq.Yd., Focal Point _____ transferred in favor of Sh./Smt. _____

S/o.D/o.W/o.Sh. _____ Aged _____ resident of _____ Prop./Partner of M/s _____

And whereas the PSIEC, Chandigarh has asked the executant to furnish indemnity bond for the same.

Now this indemnity bond witnessth as under :-

1. That the said transfer which is sought in the name Sh./Smt./M/s. _____ is not a family transfer and in case the PSIEC, would suffer any loss on account of this transfer in his/their name, the executant, his/her their property and persons shall be liable to make good the loss which may be sustained by the PSIEC or its employees on account of this transfer.
2. That the legal heirs/successors of the executant shall also be liable to make good the loss, if any, suffered by the PSIEC.
3. That in case any legal heirs/ other persons shall make any claim regarding this plot , the litigation of the same will be defended by the Executant at his/ their risk and costs and the loss suffered by the PSIEC, will also be made good by the executant and his/her/their properties and persons.

In the presence of the following witnesses, this indemnity bond is signed _____

EXECUTANT

WITNESSES:

1. _____
2. _____

(On non-judicial stamp papers of Rs.10/- to be attested from NOTARY PUBLIC)

AFFIDAVIT

(FROM TRANSFEREE)

I/We _____ aged _____ Years S/o.D/o.W/o.Sh.
_____ Resident of _____

Prop./Partner of./M/s. _____ do hereby solemnly affirm and declare as under:

1. That I/We accept the transfer of Industrial Plot No. _____ in phase _____ of Industrial Focal point _____, measuring _____ Sq. yds. on lease hold/free hold basis.
2. That I/We further undertake to make payment of all the outstanding dues for such amount as may be due or become liable/due against this plot at any later stage.
3. That I/We also accept terms and conditions relating to the transfer of the plot as may be communicated by the PSIEC and shall abide by the provisions and rules/regulations applicable there under as amended from time to time.
4. That I undertake to use the industrial plot so transferred for the purpose of setting up a unit for the Manufacture of _____, which industry is not on the banned list.

DEPONENT

VERIFICATION

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein and no part of it is false.

PLACE:

DATED:

DEPONENT

(On non-judicial stamp papers of Rs.15/- to be attested from NOTARY PUBLIC)

INDEMNITY BOND

This indemnity bond is executed at _____ on this _____ day of _____ by Sh./Smt. _____ S/o.D/o.W/o. _____ Sh. _____ Aged _____ resident of _____

Whereas the executant has submitted a copy of the PMT certificate No. _____/ letter NO. _____ dated _____ issued by the GM, DIC, _____ showing the commencement of production on the Plot No. _____ in phase _____ measuring _____ Sq.Yd., Focal Point _____ allotted/ transferred in his/ her/ their favour by PSIEC vide letter No. _____ dated _____

And whereas the PSIEC, Chandigarh has asked the executant to furnish indemnity bond confirming the date of commencement of production shown in the PMT certificate submitted by him/ them.

Now this indemnity bond witnessth as under:-

1. That I/WE, am/are the allottee of Plot No. _____ Phase _____ Measuring _____ Sq. Yds. In the Industrial Focal Point _____ allotted to me by the Punjab Small Industries & Export Corporation Ltd., Chandigarh vide allotment/transfer letter No. _____ Dated _____
2. That as per clause No. _____ of the terms & Conditions of allotment, I/ we _____ was/ were required to bring the unit under production on the allotted plot No. _____ Phase _____ Focal point _____ after raising construction with in a period of _____ years from the date of allotment and to submit the copy of PMT certificate duly issued and attested by General Manager, Distt. Industries Centre _____ as a proof of having brought the unit into production on the allotted plot failing which extension fee as per the terms of allotment/ decision taken by the Govt./PSIEC from time to time and BODs of the PSIEC is leviable.
3. That I/ we have brought the unit into production on _____ after raising construction of factory building on plot No. _____ IFP _____
4. That I/ we have been issued PMT certificate No. _____ dated _____ by the General Manager, Distt. Industries Centre _____ evidencing the date of commencement of production on the plot as _____.
5. That I have now submitted a photo copy of the above mentioned PMT certificate duly attested by GM,DIC, _____ in the office of PSIEC.

6. That in case it is found that the date of commencement of production mentioned in the PMT or any other particulars mentioned in the copy of the PMT are wrong/ false & PSIEC who is the absolute owner of the property in question would suffer any financial loss on account of false/ wrong PMT certificate, the executant, his/their property, legal heirs and persons shall be liable to make good the loss of any sort which may be sustained by the PSIEC at a later stage even after the transfer of plot in favour of any other person(s)/ party.

7. That the legal heirs./successors of the deponent shall also be liable to make good the financial loss, if any, suffered by the PSIEC due to submission of wrong & false documents depicting the date of commencement of production .

EXECUTANT

Witness:

1. _____

2. _____