

APPLICATION FOR CONVERSION OF
LEASEHOLD ALLOTMENT INTO FREE HOLD

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

CONVERSION OF LEASE HOLD ALLOTMENT OF PLOT TO FREE HOLD

Check List for obtaining permission of conversion of lease hold allotment of plot to free hold.

- Application Form for obtaining permission of conversion of lease hold allotment to free hold.
- Self attested copy of latest NDC /Plot is fully paid including enhanced cost, if any and payment of upto date extension fee or submission of proof of production issued by GM(DIC) as applicable alongwith Indemnity bond as per prescribed format.
- Conversion fee @ Rs. 20/- per sq. yards in case of industrial plots /sheds.
- An affidavit attested by notary public from allottee/authorized signatory in case of private/public limited company to the effect that no alteration/change have been effected in the constitution/ownership rights of the allottee from the date of allotment/last permission, if any, given by PSIEC and to the effect that plot is not mortgaged with any financial institution/bank and the same is free from all sorts of encumbrances etc.
- Self declaration that no mis-utilisation of industrial plot/shed exists.

APPLICATION FORM

To

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

Subject: Permission for conversion of lease hold allotment into free hold in respect of industrial / residential Plot / Shed No._____, Phase_____, Focal Point/Growth Centre_____.

Sir/Madam,

I/we are the owner(s) of the plot/shed as mentioned above and wish to Convert the lease hold allotment into free hold. All the requisites documents are enclosed. Plot is free from any sort of encumbrance. 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/mortgage 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.

It is requested that necessary permission for conversion of lease hold allotment to free hold the aforesaid property may be given to me/us.

Date:_____

Signature _____

(Name & Address of Owner (s))

AFFIDAVIT

(On Rs. 10/- Stamp Paper to be executed by allottee including all partners in case of Firm or authorised signatory Director in case of Company and attested by NOTRY PUBLIC).

I _____ S/O Shri
_____ aged _____ Resident of
_____ Prop./Partner/authorised signatory Director of M/S
_____ allottee of Plot/Shed No. _____
Phase _____ Focal Point _____ do hereby
solemnly affirm

1. That there is no change in name, style and constitution of the allottee of above plot/shed since original / last allotment / transfer / change communicated vide letter dated _____ by PSIEC.
2. That the above plot/Shed is not already mortgaged with any financial institution/bank and the same is free from all sorts of encumbrances etc.

DEPONENT

DATE :

PLACE :

VERIFICATION

Verified that the above contents are true and correct to the best of my knowledge and belief and nothing has been concealed therein from.

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. _____