

PROCEDURE FOR OUT STATION TRANSFER FOR FHS TARNOL

1. If Seller and Purchaser one or both are unable to appear at Fazaia Housing Scheme Tarnol for transfer of plot, due to unavoidable reason/circumstances, then transfer action can be executed at FHS Station in other city where transfer facilities are available.

2. Procedure

(a) The customer will submit an application along with documents as per para 4 below, for outstation transfer and justify his/her request through solid reason along with evidence.

(b) After approval by the PD (FHST), the customer will adopt procedure mentioned in regular transfer.

(c) Transfer will be executed at the FHS station requested.

(d) Transfer formalities of other party i.e. seller or purchaser can be carried out in FHS Tarnol.

(e) All expenses of Transfer Officer i.e. Air Travel, Boarding / Lodging etc will be borne by Applicant requesting for outstation Transfer if the request is for other city having no FHS Station.

3. Duplicate letter will be issued to Purchaser giving details of (plot / house), (documents attached) and mode of delivery (**By hand/through Mail**). Expected date of collection will be mentioned on which Original Transfer Letter can be collected from FHS Tarnol.

4. Documents Required

(a) Application from the customer for outstation transfer.

(b) Draft / Pay Order/ Bank Receipt of Rs20,000/- in favor of "**Fazaia Housing Scheme, Tarnol**".

(c) All documents required in regular transfer.