

GUIDELINES FOR NEW PURCHASERS OF FLATS
IN JALVAYU VIHAR, SECTORS -21 & 25, NOIDA

The Society welcomes you as a new owner of flat in Jalvayu Vihar, and wishes you a happy stay in Jal Vayu Vihar. Please ensure you have received original documents of flat from seller/ previous owner of the flat.

You are requested to observe the following guidelines while staying in Jal Vayu Vihar, Noida.

- a) Please pay your Society Dues (monthly Subscription) in time.
- b) Please give your Address/Contact number and email id in JVSAS office and intimate if any change in future so that various correspondences by the Society are sent.
- c) Please keep with you address/contact number of previous owner/seller of flat.
- d) Please ensure that the NOC given to you is followed up at AFNHB and Noida Authority by Registration of the flat in your name. Please ensure that a copy of the Transfer Letter from AFNHB and Registration documents is handed over to the Society Office for insertion in your flat File, for records. This is very important, and you will not be recognized as a flat owner till such time as a copy of the Registration documents is available in our records.
- e) Do not encroach common area outside four walls of your flat. Roofs are common to all resident in that cluster.
- f) Do not cause inconvenience to your neighbours and maintain harmony with your neighbours. Avoid loud music after 11 pm and maintain cleanliness in areas surrounding your residence.
- g) In case a water seepage/leakage is reported/suspected from a flat below yours, please do cooperate by taking urgent steps to get the necessary repair work done in your flat to ensure that the seepage in the flat below is eliminated.
- h) If you happen to see any suspicious character around do report to Security.
- i) If you are keeping a tenant make sure that
 - i) Tenant Police verification is done.
 - ii) Tenant form is filled and submitted to society.
 - iii) Tenant Security (refundable) deposit as per JVSAS guidelines is paid.
 - iv) Keep Address/Mobile No./ Particulars of tenants and other relevant information of tenants with you.
 - v) If you or your tenant is keeping pets in the flat you have to observe safety norms/ vaccination etc. and cleanliness of the common area and ensure that scoop/bag is used to dispose off the poop.
- k) Car / Scooter garages are for your own use and not to be sublet or used for commercial activities /keeping servants. In multistoried flats, please do not store unwanted items in the parking area under stilts. This space is allotted to you ONLY for parking your car and not as a storage space.

I have read and understood the above guide lines and will abide by the same during my ownership of the flat.

Date

Signature of Buyer with Mobile No, & Email id.

LIST OF DOCUMENTS REQUIRED FOR TRANSFER OF DWELLING UNIT
(TRANSFER FROM FATHER/MOTHER TO SON/DAUGHTER – ON DEMISE)

- 01.ALLOTMENT LETTER.
- 02.LETTER OF CLEARANCE & POSSESSION.
03. POSSESSION CERTIFICATE .
- 04.ALLOTMENT LETTER BY AFNHB IN FAVOUR OF THE SELLER
- 05.AFFIDAVIT ON Rs. 10/- STAMP PAPER, DULY NOTARISED (AS PER OUR
FORMAT)
- 06.PHOTOGRAPH AND SIGNATURES ATTESTED BY THE BANK (FOR BUYER &
SELLER)
- 07.PHOTOGRAPH (PASSPORT SIZE) – 1 NO.
- 08.PHOTOCOPY OF ALL PAGES OF REGISTRY DOCUMENT BY THE SELLER (SELF
ATTESTED)
- 09.PROOF OF FAMILY: EITHER “FAMILY CERTIFICATE” ISSUED BY ADM DADRI,
OR (IN CASE OF EX-DEFENCE OFFICERS) COPY OF THE “SERVICE BOOK”
WHICH GIVES DETAILS OF FAMILY.
- 10.DEATH CERTIFICATE (AS APPLICABLE)
- 11.RELINQUISHING DEED (S) BY ALL CONCERNED, DULY NOTARISED, ON A Rs.
10/- STAMP PAPER.
- 12.ALL SOCIETY SUBSCRIPTION DUES ARE TO BE FULLY PAID UP BY THE
TRANSFEROR/TRANSFEREE FOR 1 MONTH AHEAD WHILE APPLYING FOR
NOC.
- 13.SHARE CERTIFICATE IN ORIGINAL.

LIST OF DOCUMENTS REQUIRED FOR TRANSFER OF DWELLING UNIT
(SALE/PURCHASE)

1. ALLOTMENT LETTER.
2. LETTER OF CLEARANCE & POSSESSION.
3. POSSESSION CERTIFICATE.
4. ALLOTMENT LETTER BY AFNHB IN FAVOUR OF THE SELLER.
5. AFFIDAVIT ON Rs. 10/- STAMP PAPER, DULY NOTARISED (AS PER OUR FORMAT)
6. PHOTOGRAPH AND SIGNATURES ATTESTED BY THE BANK (FOR BUYER & SELLER)
7. PHOTOGRAPH (PASSPORT SIZE) – 1 NO.
8. PHOTOCOPY OF ALL PAGES OF REGISTRY DOCUMENT BY THE SELLER (SELF ATTESTED).
9. ALL SOCIETY SUBSCRIPTION DUES ARE TO BE FULL PAID UP BY THE SELLER FOR 1 MONTH AHEAD WHILE APPLYING FOR NOC.
10. DEMAND DRAFT TOWARDS JVSAS FEES AS FOLLOWS:
 - RS. 1,05,150/- (FOR N & C BLOCKS)
 - RS. 1,15,150/- FOR R BLOCK
 - RS. 1,45,120/- FOR P & Q BLOCKS
 - RS. 1,20,150/- FOR OTHER BLOCKS

THE ABOVE FEES CAN ALSO BE PAID BY BANK TRANSFER. BANK DETAILS ARE AS FOLLOWS:

Bank Name: India Overseas Bank

Account Number: 059701000003509

IFSC Code: IOBA0000597

However proof of bank transfer (screen shot) is to be submitted positively before appearing for the NOC Committee meeting.

11. SHARE CERTIFICATE IN ORIGINAL.

NOTE-1: NO TRANSFER FEES IS PAYABLE IN CASE OF TRANSFER FROM FATHER OR MOTHER TO SON OR UNMARRIED/DIVORCED DAUGHTER OR VICE VERSA. HOWEVER THE ABOVE FEES IS PAYABLE IN CASE OF TRANSFER FROM FATHER OR MOTHER TO MARRIED DAUGHTER OR IN CASE OF TRANSFER FROM BROTHER/SISTER TO SISTER/BROTHER (WHETHER MARRIED OR UNMARRIED/DIVORCED)

NOTE-2: ALL BUYERS & SELLERS ARE REQUIRED TO BE PERSONALLY PRESENT ON THE APPOINTED DATE/TIME FOR THE NOC COMMITTEE MEETING, ALONG WITH THEIR RESPECTIVE IDENTITY DOCUMENTS IN ORIGINAL. IN CASE OF MULTIPLE BUYERS/SELLERS, SPECIAL PERMISSION FROM THE NOC COMMITTEE IS TO BE OBTAINED IN ADVANCE FOR ONE BUYER/SELLER TO ABSTAIN.