

No. 149

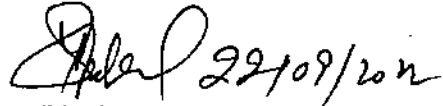
Dated 22 - 09 - 2022

ORDER

Subject: Transfer of licence in respect of Small Flats under the Chandigarh Small Flats Scheme, 2006 wherein both the allottee and co-allottee have expired.

In compliance to the instructions issued by Finance Department (Estate Branch-II), Chandigarh Administration, Chandigarh vide memo No 11/6/106-B-UTFI(6)-2022/10752 dated 21.07.2022, approval is hereby accorded to deal with the cases of transfer of licence in respect of Small Flats under the Chandigarh Small Flats Scheme, 2006 wherein both the allottee and co-allottee have expired after the allotment of flat in accordance with the clarification issued by the Chandigarh Administration vide memo No 3943-UTFI(5)-98/13899 dated 16.10.1998 subject to the following conditions: -

- (a) All the pages of 'Application Form' and the documents submitted should be signed alongwith date.
- (b) Death certificate of the original applicant as well as co-applicant should be submitted, in original. In case, the death certificate is not available as per records of the concerned authority, then, the necessary confirmation from the Concerned Authority and two affidavits from the relatives or from the persons, who knew the deceased person, should be submitted. The affidavits should clearly establish the fact of the death. The valid identity proof with photograph of the deponent, executing affidavits, must be submitted alongwith affidavits.
- (c) The Chandigarh Housing Board will transfer the license of Small Flat in the joint names of all the children of the deceased applicant(s), who are presently residing in the allotted flat and having a valid permanent Identity Proofs viz. Voter Card, Aadhar Card of said flat. In case of minor, the license will be transferred through a guardian. The Guardianship certificate should be issued by the Competent Authority. Police Verification Report of the applicants will be obtained from the concerned Police Station.
- (d) The Small Flat should be free from all litigation, building violation, maintenance issues etc. and a report to this effect will be obtained from the Enforcement Officer, CHB.
- (e) All dues should have been paid/ deposited and nothing should be outstanding.
- (f) Fee to be charged:-
 - (i) Processing fee Rs 200/- alongwith GST (as applicable) to be deposited at reception counter of CHB.
 - (ii) Publication charges of Rs 10,000/- alongwith GST (as applicable).

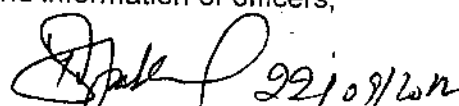

(Yashpal Garg, IAS)
Chief Executive Officer,
Chandigarh Housing Board,
Chandigarh.

Endst. No. HB(S)/EA-III/2022/ 1432

Dated: 22 - 09 - 2022

A copy is forwarded to the following for information and necessary action: -

1. The Chief Engineer, Chandigarh Housing Board, Chandigarh;
2. The Enforcement Officer, CHB;
3. The Chief Accounts Officer, CHB;
4. The Accounts Officer (C), CHB;
- ✓ 5. The System Analyst CHB to upload on website;
6. P.A. to Chairman/C.E.O./Secy, CHB for kind information of officers;
7. Office order file.


(Yashpal Garg, IAS)
Chief Executive Officer,
Chandigarh Housing Board,
Chandigarh