

**GUIDELINES FOR  
DELETION OF NAME AS CO-REGISTRANT  
FROM REGISTRATION**

**HOUSING DEPARTMENT**  
DELHI DEVELOPMENT AUTHORITY

## **DELETION OF NAME AS CO-REGISTRANT FROM REGISTRATION**

The following documents are required to be submitted:

- Affidavit on non-judicial stamp paper of Rs.10/- duly attested, from both the registrant and co-registrant.
- Indemnity Bond on Rs. 10/- non-judicial stamp paper duly regd from both registrant & co-registrant.
- Indemnity Bond on non-judicial stamp paper of Rs. 100/- from Registrant & Co-registrant duly regd.
- Registration Certificate in original
- Fixed Deposit Reciept in original.
- Documentary evidence of relationship of registrant and co-registrant i.e.,
  - Ration card,duly attested copy by the gazetted officer and
  - School leaving certificate,duly attested copy by the gazetted officer or
  - Passport, etc. duly attested copy by the gazetted officer
- Photograph and specimen signatures of both duly attested.

( On Rs. 10/- non-judicial stamp paper )

**INDEMNITY BOND**

This Indemnity Bond is made on this day of \_\_\_\_\_ 19 \_\_\_\_\_ by Sh./Smt. \_\_\_\_\_ s/o, w/o, Shri \_\_\_\_\_ R/o \_\_\_\_\_ (hereinafter called "the Transferor/Co-sharer") in favour of the Delhi Development Authority through its Vice-Chairman (hereinafter called "the owner-Authority"). The expression "the transferor/Co-Sharer" shall unless the context requires a different or another meaning, include his successors, Administrators, legal heirs, representatives, executors and assigns. The expression "The owner-Authority" shall unless the context requires a different or another meaning, include its successors and assigns.

Whereas Sh./Smt. \_\_\_\_\_ s/o, w/o Shri \_\_\_\_\_ R/o \_\_\_\_\_ and Sh. \_\_\_\_\_ S/o Sh. \_\_\_\_\_ R/o \_\_\_\_\_ are registered intending purchasers of a flat under the Janta/LIG/MIG/SFS of the Delhi Development Authority vide Regn. No. \_\_\_\_\_ Deposit Receipt NO. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_.

AND WHEREAS Sh. \_\_\_\_\_ the transferor wishes to get his name deleted from the said registration and wants to transfer the same in favour of his/her \_\_\_\_\_ Relationship, Sh. \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_ (hereinafter called the transferee) and the transferee has agreed to get the said registration transferred in his/her favour absolutely.

And whereas the transferor/Co-sharer has requested the owner-Authority to delete his/her name from the said registration and transfer the same in the name of the transferee and the owner-Authority has agreed to do so on the faith and representation of the transferor/Co-sharer and the transferee subject to the condition that the transferee/Co-sharer executed an Indemnity Bond Indemnifying the owner-Authority against any loss or damage that it may sustain on account of the deletion of name of Co-sharer from the said registration or the amount lying at the credit of the transferor/Co-sharer to the transferee..

Now therefore, in consideration of the aforesaid agreement, the transferee/Co-sharer hereby indemnifies and shall always keep the owner-Authority Indemnified against any loss or damage that may be taken out against it on account of deletion of name of Co-sharer from the said registration and the amount lying as deposit at the credit of the transferor/Co-sharer with the owner-Authority in favour of the transferee.

That the transferor also undertakes that after getting his name deleted, he/his husband/wife, dependent relation and minor children will not acquire any plot or flat from DDA or any other land owning agency for a period of ten years.

In witness whereof the transferor/Co-sharer has signed this deed on the day, month and year mentioned first herein above.

Witness:

- 1.
- 2.

TRANSFEROR/Co-sharer

**AFFIDAVIT ( FROM TRANSFEEE )**

I, \_\_\_\_\_ S/W/D/o \_\_\_\_\_ Sh. \_\_\_\_\_ aged \_\_\_\_\_ R/o \_\_\_\_\_ do hereby solemnly declare and affirm as under:-

1. That Sh. \_\_\_\_\_ S/W/D/o \_\_\_\_\_ Sh. \_\_\_\_\_ aged \_\_\_\_\_ r/o \_\_\_\_\_ is my \_\_\_\_\_ and related to me by blood/is my family member.

2. That I and Shri\_\_\_\_\_are registered intending purchasers of a flat under Janta/LIG/MIG/SFS categories of the DDA vide Registration No.\_\_\_\_\_ Deposit receipt No.\_\_\_\_\_dt.\_\_\_\_\_.
3. That Shri\_\_\_\_\_wants to get his name deleted from Registration in my favour. I come within the Janta/LIG/MIG/SFS category.
4. That I have no Objection if the said Registration is exclusively transferred in my name. I will abide by the terms and conditions which were applicable to both of us.
5. That neither I nor my wife/husband or dependent children or unmarried children own any residential Plot/house/flat in the Union Territory of Delhi.
6. That I have been residing in Delhi for the Last\_\_\_\_\_years.

DEPONENT

VERIFICATION

Verified at New Delhi/Delhi on this\_\_\_\_\_day of\_\_\_\_\_19\_\_\_\_that the contents of paras 1 to 6 of above affidavit are correct and believed by me to be true and nothing material has been concealed therefrom

DEPONENT

**AFFIDAVIT ( FROM TRANSFEROR )**

I, \_\_\_\_\_ Son/Wife/daughter of Sh. \_\_\_\_\_  
aged \_\_\_\_\_ R/o \_\_\_\_\_ do hereby solemnly declare  
and affirm as under:-

1. That I and Sh. \_\_\_\_\_ S/o Sh. \_\_\_\_\_ r/o \_\_\_\_\_  
registered intending purchasers of a flat under Janta/Low/Middle Income Group/SFS  
category of the Delhi Development Authority vide Registration No. \_\_\_\_\_ deposit  
receipt No. \_\_\_\_\_ Dated \_\_\_\_\_.
2. That I intend to get name deleted from the said Registration in favour of  
Shri/Smt. \_\_\_\_\_ S/D/W/o Sh. \_\_\_\_\_ who is my \_\_\_\_\_ and is  
related to me by blood and also falls under the Janta/Low/Middle Income Group/SFS.
3. That neither I nor my wife/husband or dependent children or unmarried children own any  
residential plot/house/flat in the Union Territory of Delhi.
4. That neither I nor my wife/husband or dependent children or unmarried children is the  
member of any house Bldg., co-op. Society and have not been allotted/being allotted any  
plot/flat nor registered with DDA for allotment of a flat or a plot

DEPONENT

VERIFICATION

Verified at New Delhi/Delhi on this \_\_\_\_\_ day of \_\_\_\_\_  
19 \_\_\_\_\_ that the contents of paras 1 to 6 of above affidavit are correct and believed by me to  
be true and nothing material has been concealed therefrom

DEPONENT

## INDEMNITY BOND (TRANSFEEE)

This Indemnity Bond is made on this day of \_\_\_\_\_ 19 \_\_\_\_\_ by Sh./Smt. \_\_\_\_\_ S/D/W/o Shri \_\_\_\_\_ R/o \_\_\_\_\_ (hereinafter called "the Transferee") in favour of the Delhi Development Authority through its Vice-Chairman (hereinafter called "the owner- Authority"). The expression "the transferee shall unless the context requires a different or another meaning, include his successors, Administrators, legal heirs, representatives, executors and assigns. The expression "The owner-Authority" shall unless the context requires a different or another meaning, include its successors and assigns.

Whereas I and Shri/Smt. \_\_\_\_\_ S/D/W/o Shri \_\_\_\_\_ R/o \_\_\_\_\_ are registered intending purchasers of a flat under the \_\_\_\_\_ of the Delhi Development Authority vide Registration No. \_\_\_\_\_ Deposit Receipt No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_. (hereinafter called the transferor/Co-sharer).

AND WHEREAS the transferor/co-sharer wishes to get his name deleted from the said registration in favour of the transferee and the transferee has agreed to get the said registration transferred in his/her favour exclusively.

AND WHEREAS the transferor/co-sharer has requested the owner-Authority to delete his name from the said registration in favour of the transferee and the owner-Authority has agreed to do so on the faith and representation of the transferor/Co-sharer and the transferee subject to the condition that the transferee executed an Indemnity Bond Indemnifying the owner-Authority against any loss or damage that it may sustain on account of the deletion of name of co-sharer from the said registration or the amount lying at the credit of the transferor/co-sharer to the transferee..

Now therefore, in consideration of the aforesaid agreement, the transferee hereby indemnifies and shall always keep the owner-Authority against any loss or damage that may be taken out against it on account of deletion of name of co-sharer from the said registration and the amount lying as deposit at the credit of the transferor/co-sharer with the owner-Authority in favour of the transferee.

In witness whereof the transferee has signed this deed on the day, month and year mentioned first herein above.

Witness:

- 1.
- 2.

TRANSFEEE