

LIST OF THE REQUIRED DOCUMENTS FOR EXECUTION OF LEASE-DEED

1. Lease-cum-sale deed form in triplicate which can be available in BDA counter on payment of Rs. 200/- (Rupees two hundred) only through Bank challan.
2. Non-judicial stamp paper-2 nos. (Rs. 10/- each).
3. Mutation form in triplicate (Form No. 3 alongwith court fee of Rs. 5/-) English version.
4. An Indemnity Bond and Affidavit as per enclosed format.
5. Processing fee –
 - HIG House - Rs. 60,000/-
 - MIG House- Rs. 30,000/-
 - LIG House – Rs. 12,000/-
 - EWS House- Rs. 8,000/-
 - 3 BHK Flat- Rs. 60,000/-
 - 2 BHK Flat – Rs. 60,000/-
 - 1 BHK Flat - Rs. 60,000/-

6.Processing fee for plot-

Cost of the asset upto Rs. 35,000/-	-	Rs. 15,000/-
Rs. 35,000/- to Rs. 50,000/-	-	Rs. 25,000/-
Rs. 50,000/- to Rs.1.5 lakh	-	Rs. 40,000/-
Rs. 1.5 lakh onwards	-	Rs. 60,000/-

FORMAT OF INDEMNITY BOND

I, Smt/Shri/Dr.....aged.....years, D/O/ W/O/S/O
Smt./Shri/Dr.....permanent resident of
vill.....PO.....PS.....District.....at present
residing At.....PO.....PS.....District.....do hereby swear
and solemnly affirms.

That the following persons are the members of my family and related to me as noted in the statements given below:

Sl. No.	Full Name	Age	Marital Status	Relationship with the applicant
i				
ii				
iii				
iv				
v				

That I and/or my family members as mentioned above own or possess the following residential, commercial, shop-cum-residential plot or house, flat etc. within the limits of Bhubaneswar Municipal Corporation/ Bhubaneswar Development Authority Area.

Sl. No.	Name of the Owner	Plot/House No.	Mode of Acquisition of Property		Allotment Authority/ Transferor	Year of allotment
			Purchase (Lottery/Auction/Any other means)	sale		Ownership

Except plots/house/flat referred to above, I or my family do not own or possess any other plot/house/flat within Bhubaneswar Development Authority area. By this affidavit, I indemnify BDA to compensate any future loss of whatsoever in addition to right of BDA for cancellation of allotment at my cost and risk and initiation of criminal proceeding. I further undertake to return such allotment soon after termination of allotment by BDA on the ground of suppression of material facts for allotment of plots/flat/houses from BDA.

Signature of the Deponent

Smt/Shri/Dr.....aged.....years resident of
Village.....PO.....PS.....district of.....at
presentby profession.....who is identified by
Sri.....Advocate appears before me and stated on oath/solemnly declared that the
contents of this affidavit are true to the best of his/ her knowledge.

Deponent

Magistrate First Class/Executive Magistrate/Notary Public

FORMAT OF AFFIDAVIT

I, Smt/Shri/Dr.....aged.....years, D/O/ W/O/S/O
Smt./Shri/Dr.....permanent resident of
vill.....PO.....PS.....District.....at present
residing At.....PO.....PS.....District.....do hereby swear
and solemnly affirms.

That the following persons are the members of my family and related to me as noted in the statements given below:

Sl. No.	Full Name	Age	Marital Status	Relationship with the applicant
i				
ii				
iii				
iv				
v				

That I and/or my family members as mentioned above own or possess the following residential, commercial, shop-cum-residential plot or house, flat etc. within the limits of Bhubaneswar Development Plan Area.

Sl. No.	Name of the Owner	Plot/House No.	Mode of Acquisition of Property		Allotment Authority/ Transferor	Year of allotment
			Purchase (Lottery/Auction/Any other means)	Sale		

No asset other than the asset (s) mentioned above have ever been allotted to me or in favour of my family by General Administration (GA) Department / OSHB/any other Government Agency/any Co-operative Housing Society. I/my family have not sold/transferred any asset allotted by the General Administration (GA) Deptt. /OSHB /any other Government Agency/any Co-operative Hosing Society. By this affidavit. I indemnify BDA to compensate any future loss of what so ever nature.

I, further undertake that if any information given above are found incorrect, the allotment/lease of plot/Flat/Core House granted in my favour on the basis of incorrect information furnished by me, the allotment and the lease, if any, shall be cancelled/terminated by Bhubaneswar Development Authority at my cost and risk and Authority is free to initiate legal proceeding and / or complaint as permissible under law.

Signature of the Deponent

Smt/Shri/Dr.....aged.....years resident of
Village.....PO.....PS.....district of.....at
presentby profession.....who is identified by
Sri.....Advocate appears before me and stated on oath/solemnly declared that the
contents of this affidavit are true to the best of his/ her knowledge.

Deponent

Magistrate First Class/Executive Magistrate/Notary Public