

**CHECKLIST FOR FLAT TRANSACTION**

Sl.no	Documents required	Details/Remarks
1	Sale Deed	Transferor and Transferee's name and CID no.
		Transferor and Transferee's witness name and CID no.
		<del>Thram</del> number and plot no.
		Building number and flat no.
		Total number of flats in the building
		Nature of Transaction
		Sale value of the transacting flat (s)
		Specific common property allocated to the transferee
		Common Property Declaration Form (Other available
		Common properties in the plot)
2	No Objection Certificate from family members of the transferor	Only for family ownership type
3	No Objection Certificate from co-owners	Only for joint ownership of the flat
4	Death certificate	In the case of deceased <del>Thram</del> holder
5	Recommendation of a guardian for minor	Recommendation from Local Authority
6	Mortgage Declaration Form	
7	Clearance from financial institutions (If the property is mortgaged)	
8	List of Strata management committee members (if any)	As of the date of the agreement
9	Valid Occupancy Certificate	
10	Original Lag <del>Thram</del>	
11	Architectural Drawing of the structure or Photograph or the Sketch of the flat	To be validated by Thromde
12	PLR Agreement Form	
13	Other relevant documents if any	