

Dated: 8.12.2021

Greetings! To the Home Buyers who have expressed their "Acceptance" in response to our eMail –SMS –WhatsApp messages and submitting Payment Detail Summary via the designated eMail I'd.

All those Home Buyers should follow the Guidelines given below.

A. Separate messages via the same mode of communications, will be sent intimating Home Buyer:-

- 1.** To submit data through the Link-file sent via registered eMail address.
- 2.** After receipt of Link-file, separate message intimating exact Date/Time/Venue for verification of documents.

B. IMPORTANT NOTE:

- Home Buyers must fill and submit Customer Data as uploaded in the website, receiveramrapali.in.
- A separate link for providing Home Buyer's details will be provided in your eMail address. Home Buyers are requested to click the link and update information as provided therein.
- Home Buyers who have updated the information in the link will only be called for verification processes.
- All outstanding payment must be paid prior to proceeding for verification of documents. Verification of documents will be subject to clearance of all the balance outstanding payments.
- If during verification of documents, any payments are found due as per Forensic Auditor's data, the same will be intimated at the time of documents verification to the Home Buyer who shall make payment of the dues via UCObANK portal. Next date will be intimated separately via the same mode of communication to those Home Buyers who are directed to pay such due payments during the verification process.
- Home Buyers who have paid amount into UCObANK portal must bring in their bank statement reflecting the payment, and the statement duly stamped & signed by concerned bank.
- The above bank statement should reflect entries of post payment of above, for at least next 10-days. For example, if a payment is paid on 01.06.2021, the bank statement should be for period from 01.06.2021 to 10.06.2021.
- Self-attested copy of Aadhar Card and Pan Card of all allottees in terms of the builder buyer agreement (namely, Applicant –Co-Applicant etc.) must be produced self-attested. Original to be produced for verification of the copies.

DOCUMENTS REQUIRED FOR VERIFICATION:

- Home Buyers should make an application, addressed to the Receiver, Amrapali, Supreme Court of India, Noida –requesting for issuance of NOC & Possession Letter in respect of their completed flat. The contents of the Application as a Draft is given below:-

**To
The Court Receiver Supreme Court –
AmrapaliNoida**

Dear Sir,

In reference to the eMail sent to me directing my presence to verification of documents for handing over of No Object Certificate and Possession Letter, I herein submit myself (or through my/our Representative) alongwith all original documents. As directed, I/we herein submit copy of complete set of the documents of the originals for doing the needful.

1.

2.

3.

.....

I/we may request you to kindly admit my/our case for verification of documents process and do the needful.

Thanking you,

Signature

(.....) name(s) Mobile

No.....

Email Id:.....

- The Application should be signed with name and date with contact: mobile no. and email I'd.
- List of all documents mentioned below must be mentioned in the Application, irrespective of its availability or not. If any document is not available, against its entry, Home Buyer may mention in bracket as (n/a) or (X).
- Home Buyers must send copy of following documents in the same order filed in a neatly covered file at the following address:-

Mr. HARINDER KUMAR,

**SUPREME COURT MONITORED AMRAPALI STALLED AND INCOMPLETE
RESIDENTIAL AND COMMERCIAL PROJECTS - ASPIRE**

Corporate Tower

C-56/40, Sector-62,

Near Institutional Area

Noida- Uttar Pradesh

District: Gautam Buddha Nagar,

U.P.-201 309

- ORIGINALS OF FOLLOWING DOCUMENTS MUST BE PRODUCED AT THE TIME OF VERIFICATION.

| S.No. | LIST OF DOUCUMENTS | AVAILA BLE | NOT AVAIL BLE |
|-------|---|---------------|------------------|
| 01. | Application (as mentioned above) | ✓ | |
| 02. | Customer Data (as filed in the website) | ✓ | |
| 03. | Booking Form (entered with Amrapali) | ✓ | |
| 04. | Builder Buyer Agreement | ✓ | |
| 05. | Allotment Letter | ✓ | |
| 06. | No Due Certificate, if issued by Amrapali earlier | ✓ | ✓ |
| 07. | Possession Letter, if issued by Amrapali earlier | | ✓ |
| 08. | Key-hand-over Letter, if issued by Amrapali earlier | | ✓ |
| 09. | Summary of payment paid along with payment receipts of Amrapali and uco bank | ✓ | |
| 10. | Bank statement duly reflecting payment to Amrapali – bank statement should be stamped & signed by the concerned bank. | ✓ | |
| 11. | The format of Summary of Payments (as sought in Sl.No.8) is as under: | ✓ | |

Summary of Payments (to be prepared as per Payment receipts issued by Amrapali and Deposit made into UCO Bank(if any)).

| Sr.No | Receipt No. | Receipt Date | Cheque No. | Cheque Date | Name of Bank | Net Amount | Service Tax | Total Amount |
|-------|-------------|--------------|------------|-------------|--------------|------------|-------------|--------------|
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| Total | | | | | | (.....) | (.....) | (.....) |

IN CASE OF TRANSFER OF FLAT:-

- 1) The Home Buyer who have got transferred their Flat from the original Buyer, must ensure that the Transfer/Assignment had been duly endorsed on the Builder Buyer Agreement and the Allotment by Amrapali.
- 2) Besides bringing the documents (both Copies and Originals) asmentioned above, the 2nd Buyer must also produce copies of thefollowings documents.
 - i) Agreement to Sell entered into with the Seller/Buyer.
 - ii) Summary and Details of payment paid to the Seller.
 - iii) Bank Statement along with Receipts of Payment paid by the Buyer to the Seller. This requirement beside to the Summary/Amrapali Receipts/Bank Statements asmentioned herein above.

EXCEPTIONS TO PRODUCING ORIGINAL DOCUMENTS AT THETIME OF VERIFICATION,-

(A) IN THE CASE OF HOME LOAN,-

- 1) In case of Home Loan from Bank, Original documents may not be made available for production at the time of Verification. In this case, Home Buyer must obtain a copy of these documents from the concerned Bank duly stamped & signed by the concerned Bank who have paid the home loanto the Home Buyer.

- 2) For holding originals of the documents by Bank, Home Buyers must seek and produce on letter head of the concerned Bank the list of documents (in originals) which are pledged with Bank. It is shortly called as, 'List of Documents' (LoDs).
 - 3) Home Loan Account Statement of the concerned Bank duly stamped & signed.
- (B) Copy of Mortgage letter (issued by Amrapali) and MOU or Tripartite Agreement with the Bank entered with the Home Buyers etc.

IN THE CASE OF IN ABILITY TO BRING-IN ORIGINAL DOCUMENTS FOR VERIFICATION

(I) OWING TO STAYING OUTSIDE THE COUNTRY OF INDIA

(OR)

(II) STAYING OUTSIDE THE CITY OF DELHI-NCR, WITHIN INDIA,

- Such Home Buyers may give (produce) self-Declaration, stating that they are having all of the documents mentioned herein above in ORIGINALS with them, but due to fear of lost-in-transit by sending it through any mode of dispatches, and living in such and such a place/city and the Country unable to move due to Covid-19, thereby duly affirm and confirm to produce the ORIGINALS at the time of Registration, whenever it takes place.
- Such Home Buyers with the above self-Declaration may produce (present) copy of the above mentioned documents duly self-attested at the time of verification of documents for issuance of NOC & Possession Letter and/or duly notarized.
- Such Home Buyers when represented for verification through their Representative, may send Authority Letter of the person who they so authorize to represent the verification process, duly attesting the signatures of such authorized person.
- In the absence of Original documents, the verification of documents may be processed subject to its mention "absence of original documents" in REMARKS column at the time of verification. You may agree that the correctness of issuance of Possession and ownership to Flat, revolves around verification from original documents only.
- Registration will not be allowed unless the ORIGINAL DOCUMENTS ARE PRODUCED AT THE TIME OF REGISTRATION PROCESS if not-produced at the time of verification for issuance of NOC and Possession Letter.
- Any adverse-findings/doubts while verification of ORIGINAL documents, will disqualify from possession of the Flat and letter of Possession issued will be

CANCELLED automatically, as the Court may direct.

- Therefore, it is preferable that the ORIGINALS are produced/ presented at the time of Verification to avoid its mention "absence" in Remarks column so as to qualify themselves to Registration process, whenever taking place, without any wait-in-time for re-Verification of Documents with ORIGINALS.

(R. VENKATARAMANI)

Receiver -Amrapali