

## Eligibility for Name Transfer

Type of Transfer	Documents Required	Type of Documents	Remark		
Sale of flat	Purchase Agreement	Agreement - Sales / Purchase deed with present registered customer ..... <b>OR</b> Share Certificate of registered housing society endorsed to the applicant ..... <b>OR</b> NOC from society ..... <b>OR</b> Property tax receipt in the applicants name (in case of bungalow's) ..... <b>OR</b> Court Sales Document / Deed	Any ONE document is Mandatory		
		NOC		NOC from the registered PNG customer / joint owners in case the property is in the joint name ..... <b>OR</b> Affidavit cum Indemnity.	Any ONE document is Mandatory
				Transfer charges	
		Transfer Form		Transfer Form Duly filled up	Mandatory
		Mortgaged		Purchase Agreement	Agreement / Purchase / Sale Deed with respective Bank ..... <b>OR</b> Letter of allotment
NOC	NOC from Registered Customer ..... <b>OR</b> Affidavit cum Indemnity.		Any ONE document is Mandatory		
	Transfer Charges			Transfer charges as per applicable rates	Mandatory
Letter from <i>M</i> ortgager	Letter from Mortgager		Mandatory		
Transfer Form	Transfer Form Duly filled up		Mandatory		
Rental / Leased	Rent Receipt	Lease agreement – Original needed for verification ..... <b>OR</b> Latest Rent Receipt – Original needed for verification	Any ONE document is Mandatory		
		NOC from Landlord		NOC from the landlord in original	Mandatory
	NOC	NOC from Registered Customer ..... <b>OR</b> Affidavit cum Indemnity.	Any ONE document is Mandatory		

	<b>Transfer charges</b>	Transfer charges as per applicable rates	Mandatory
	<b>Transfer Form</b>	Transfer Form Duly filled up	Mandatory

Death of Registered Consumer	<b>Death Certificate</b>	Attested Photo copy of Death certificate of Registered Consumer	Mandatory			
	<b>NOC of Legal Heirs</b>	NOC from sole / all / joint Natural Legal Heirs (if any) OR Affidavit cum Indemnity OR Photo copy of Succession Certificate / Will – If there is Natural legal heir OR Probate	Any ONE document to be Mandatory			
		<b>NOC from Society</b>		Share certificate of Society OR NOC from Society (in original) OR Rent Receipt		
				<b>Transfer Form</b>	Transfer Form Duly filled up	Mandatory

Gift Transfer	<b>Gift Deed</b>	Gift Deed with the present registered customer	Mandatory
	<b>NOC</b>	NOC from registered customer in Original OR Affidavit cum Indemnity	Any ONE document is Mandatory
		<b>Transfer charges</b>	
	<b>Transfer Form</b>	Transfer Form Duly filled up	Mandatory

Builder Transfer	<b>NOC</b>	Copy of Flat Agreement with Builder OR NOC letter from Builder OR Allotment Letter of Flat	Any ONE document is Mandatory		
		<b>Registration Form</b>		Registration Form by new consumer	Any ONE document to be Mandatory
		<b>Transfer Form</b>		Transfer Form Duly filled up	

Institutional Transfer	<b>NOC</b>	Letter from employer to the applicant	Mandatory
	<b>Transfer Form</b>	Transfer Form Duly filled up	Mandatory
	<b>Transfer charges</b>	Transfer charges as per applicable rates	Mandatory