

Check List

Items to be checked	Mention details here	Sale Agreement, booking form & plan tally?	
Project Name	PARAMOUNT AVENUE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor	M/s. Paramount Estates	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Flat no.	202	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Land area (sq. yds.)	46.29	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Built-up-area (sft)	1010	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Car Parking No	Single	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Type	<input checked="" type="checkbox"/> Semi-deluxe <input type="checkbox"/> Deluxe <input type="checkbox"/> Luxury	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Buyers name, age, address, etc.	Check with booking form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Schedule of flat	Check with booking form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Boundaries: North	Open to sky	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
South	Open to sky	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
East	6'-6" wide corridor	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
West	Open to sky	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Total sale Consideration	19,50,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
PPT No.	101	NA	
Discount (in Rs. per sft.)	150/-	NA	
On time payment discount ((in Rs. per sft.)	—		
Total Discount (in Rs. per sft.)	150/-		
Sale Consideration Calculation	Check booking form with price list	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Sale Deed value	14,70,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Construction contract value	4,80,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Installments	Check with booking form.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Date of completion	31.12.2014	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Remarks			
Prepared by Ch. Venkat Ramana Reddy	Checked by (K. Krishna Prasad):	Checked by (Accountant):	Approved by (MD):
Sign:	Sign:	Sign:	Sign:
Date: 4/5/13	Date: 4/5/13	Date: 4/5/13	Date: 04 MAY 2013

APPROVED BY  
 SOHAM MODI  
 MANAGING DIRECTOR





**Authorization form for handing over the possession of Flat in 'Paramount Avenue'**

Flat No.	202
Name of Buyer	Chandragiri Ramesh

A.	Total sale consideration.	Rs. 12,11,500 ✓
B.	Less: Discount for on time payments.	Rs. NIL
C.	Less: Other discounts	Rs. 1,51,500 ✓
D.	Add: Reg. Charges	Rs. 63,600 ✓
E.	Add: VAT	Rs. 13,250 + 1,587 = 14,837 ✓
F.	Add: Service Tax	Rs. 37,345 + 1,416 = 38,761 <span style="float:right">38,003</span>
G.	Add: Extra Specs Charges	Rs. 31,476
H.	Add: Misc. Charges	Rs. 4,000 + 1,130 + 390 + 15,000 + 9,090 + 50 = 29,660 + 175
I.	Less: Amount paid	Rs. 11,36,500
J.	Balance amount Due	Rs. 1,01,834 + 242 = 102076 <span style="float:right">102,251 ✓</span>
K.	Refund	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Rs. NIL
L.	Interest Payable	<input type="checkbox"/> Yes <input type="checkbox"/> No Rs. 1,02,689
M.	Maintenance charges due from	1 <sup>st</sup> April 2016 @ Rs.1010/-p.m
N.	Buyer Info database balance	Rs. 102,251/-
O.	Tally balance	Rs. 102,251/-
P.	Remarks:	
	1) Corpus fund Rs.15,000/- added in the above statement.	
	2) Advance 6 months Maintenance charges added in the above statement.	
	3) Membership fee Rs.50/- added in the above statement.	

Check List	Yes / No
1. Buyer has signed the Association Membership Form & Undertaking	✓
2. No Due Certificate signed	✓
3. 6 PDC for Maintenance Charges collected <span style="float:right">- 11/16/16</span>	✓
4. Buyer has signed Electricity Transfer form & Affidavit on stamp paper	✓
5. Corpus fund collected	✓
6. VAT / Service Tax charged on other amounts	✓

Authorized by:

 K. Krishna Prasad	 Accountant	 Samba Siva Rao / Jaya Prakash	 Managing Partner: Soham Modi
Date: 07/11/16	Date: 11/11/16	Date: 11/11/16	Date: <span style="float:right">APPROVED BY 11 NOV 2016 SOHAM MODI MANAGING DIRECTOR</span>

Note: 1. Update Sale Completed as 'Yes' in the database.  
2. Give a copy of Owners Association rule to the buyer.