

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.	311	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Land area (sq. yds.)	55.46	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Built-up-area (sft)	1210	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Car Parking No		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Type	<input type="checkbox"/> Semi-deluxe <input checked="" type="checkbox"/> Deluxe <input type="checkbox"/> Luxury	<input checked="" 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	Open to sky	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
West	6'-6" wide corridor	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Total sale Consideration (as per declaration form)	26,83,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
PPT No.	153	N A	
Sale Deed value	26,83,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Construction contract value	—	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Installments	Check with booking form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Date of completion	30.11.2017	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Remarks			
✓			
Prepared by Ch. Venkat Ramana Reddy	Checked by (K. Krishna Prasad):	Checked by (Accountant): Amar	Approved by (MD):
Sign:	Sign:	Sign:	Sign:
Date: 11/8/16	Date: 11/28/16	Date: 11/08/16	Date: 11/18/16

**APPROVED BY**  
7 1 AUG 2016  
SOHAM M.  
MANAGING DIRECTOR

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





Villa / Flat No.	311
Name of Buyer	A.JEEVAN KUMAR

A.	Total sale consideration.	Rs 26,83,000-
B.	Less: Discount for on time payments.	Rs. 90,750/-
C.	Less: Other discounts	Rs. NIL
D.	Add: Reg. Charges	Rs.1,60,980/- ✓
E.	Add: VAT	Rs. 33,538/- ✓
F.	Add: Service Tax	Rs.1,15,785/- ✓
G.	Add : GST	Rs. 13,200+ 356= 13,556 ✓
H.	Add: Extra Specs Charges	Rs. 1975/- ✓
I.	Add: Misc. Charges	Rs.4,300 +390 = 4,690/- ✓
J.	Less: Amount paid	Rs.28,75,000/-
K.	Balance amount Due	Rs. 47,774/- ✓
L.	Refund	<input type="checkbox"/> Yes <input type="checkbox"/> No Rs. NIL
M.	Interest Payable	<input type="checkbox"/> Yes <input type="checkbox"/> No Rs-(55,308)-
M	Maintenance charges due from	1 <sup>st</sup> February 2018
N	Buyer Info database balance	Rs. Nil
O	Tally balance	Rs. Nil
P	Remarks: Corpus fund & advance 6 months maintenance charges & Membership fee to be collected.	

*Paid (Balance Nil)*

Check List		Yes / No
1.	Buyer has signed the Association Membership Form /paid fees	
2.	No Due Certificate signed	
3.	6 PDC for Maintenance Charges collected (from 1 <sup>st</sup> February 2018)	
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:

 Krishna Prasad Date: 13/11/18	 Accountant Date: 13/01/18	 Samba Siva Rao Date: 13/11/18	 Managing Partner: Sohan Modi Date: 13/11/18
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**APPROVED BY**  
SOHAM MOJI  
MANAGING DIRECTOR

- Note: 1. Update Sale Completed as 'Yes' in the database.  
2. Give a copy of Owners Association rule to the buyer.  
3. Mention details of eligibility of special offers in remarks column.