

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.	402	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Land area (sq. yds.)	42.29	<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 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 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 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 type="checkbox"/> Yes <input type="checkbox"/> No	
West	Open to sky	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Total sale Consideration	21,52,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
PPT No.	131	NA	
Discount (in Rs. per sft.)	100/- per sft	NA	
On time payment discount ((in Rs. per sft.)	50/- per sft		
Total Discount (in Rs. per sft.)	150/- per sft		
Sale Consideration Calculation	Check booking form with price list	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Sale Deed value	21,52,000/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Construction contract value		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Installments	Check with booking form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Date of completion	31.12.2015	<input checked="" 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: 23/12/14	Date: 23/12/14	Date: 23/12/14	Date:

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

Flat No.	402
Name of Buyer	Mr. V.S HARI BABU

A.	Total sale consideration.	21,52,000
B.	Less: Discount for on time payments.	50,500
C.	Less: Other discounts	NIL
D.	Add: Reg. Charges	1,29,120
E.	Add: VAT	26,900 + 500 = 27,400
F.	Add: Service Tax.	65,388 + 3,085 + 362 + 156 = 68,991
G.	Add: Extra Specs Charges (revised)	9,999
H.	Add: Misc. Charges	4,300 + 390 = 4,690
I.	Less: Amount paid	23,41,856
J.	Add: Interest Amount to be charged	NIL
K.	Balance amount Due	NIL
L.	Refund if any	156
Remarks:		
1) Corpus fund Rs.15,000/- collected.		
2) Initial 6 maintenance charges collected @ Rs.1,010/-		
3) Membership fee Rs.50/- collected.		
M	Interest Amount as calculated	(-) 60,032
N	Service Tax paid to department	
O	Service Tax security deposit to be collected	
P	Maintenance charges due from	April 2016 @ Rs.1.00 per sft.

	Check List	Yes / No
1.	Buyer has been informed that Maintenance Charges are due from date of completion & not occupation.	✓
2.	Buyer has signed the Association Membership Form.	✓
3.	No Due Certificate signed	✓
4.	6 PDC for Maintenance Charges collected	✓
5.	Buyer has signed Electricity Transfer form & Affidavit on stamp paper	✓
6.	Service Tax Undertaking collected	✓

Authorized by:

K. Krishna Prasad	Accountant	Samba Siva Rao / Jayaprakash	Managing Partner: Soham Modi
Date: 21/3/16	Date: 21/3/16	Date: 21/3/16	Date: 21/3/16

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