





**Authorization form for handing over the possession of villa in 'Nilgiri Estate'**

Villa / Flat No.	<b>41</b>
Name of Buyer	<b>DVN PRASAD</b>

A.	Total sale consideration.	Rs.32,00,000
B.	Less: Discount for on time payments.	Rs. 50,000/-
C.	Less: Other discounts	Rs.NIL
D.	Add: Reg. Charges	Rs. Paid by customer
E.	Add: VAT	Rs. 40,000/-
F.	Add: Service Tax	Rs.1,33,724
G.	Add : GST	Rs.1,800
H.	Add: Extra Specs Charges	Rs.10,000
I.	Add: Misc. Charges	Rs. 5,300 +390 = 5,690
J.	Less: Amount paid	Rs.33,41,214/-
K.	Balance amount Due	Rs. NIL
L.	Refund	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Rs. NIL
M.	Interest Payable	<input type="checkbox"/> Yes <input type="checkbox"/> No Rs.3,305/- <i>Not finalized</i>
M	Maintenance charges due from	1 <sup>st</sup> November 2018
N	Buyer Info database balance	Rs. <i>NIL</i>
O	Tally balance	Rs. <i>NIL</i>
P	Remarks: Corpus fund & advance six month maintenance charges & Membership fee to be collected.	

	Check List	Yes / No
1.	Buyer has signed the Association Membership Form /paid fees	<input checked="" type="checkbox"/>
2.	No Due Certificate signed	<input checked="" type="checkbox"/>
3.	6 PDC for Maintenance Charges collected (from 1 <sup>st</sup> November 2018)	<input checked="" type="checkbox"/>
4.	Buyer has signed Electricity Transfer form & Affidavit on stamp paper	<input checked="" type="checkbox"/>
5.	Corpus fund collected	<input checked="" type="checkbox"/>
6.	VAT / Service Tax charged on other amounts	<input checked="" type="checkbox"/>

Authorized by:

 K. Krishna Prasad	 Accountant Samba Siva Rao	 Samba Siva Rao	
Date: <i>24/10/18</i>	Date: <i>24/10/18</i>	Date: <i>24/10/18</i>	Date: <i>24/10/18</i>

- 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.