

TRANSFER OF OWNERSHIP AFTER DEATH OF ALLOTTEE

The following documents are required to be submitted for transfer of dwelling units due to death of allottee: -

1. Application from the claimant(s) as per annexure E-1.
- *2. Affidavit indicating all legal heirs to be given by claimant (s)/nominee/Legal heir as per annexure E-2.
- *3. Affidavit for relinquishment of property rights in favour of Claimant(s)/nominee/legal heir given by all other legal heirs as per annexure E-3.
- *4. Indemnity Bond from Claimant/ nominee/ legal heir indemnifying IRWO as per annexure E-4.
5. Copy of "No dues certificate" from Residents Welfare Association of Society as per annexure E-5.
6. Attested signature from Bank Manager as per annexure E-6.
7. Membership Application form from transferee as per annexure E-7 along with a fees of Rs. 2360/-
8. Copy of death Certificate of allottee attested by claimant (s).
9. Survival member certificate or legal heir certificate from concerned Authority.
10. 4 passport size-coloured photographs self-attested in front by claimant (s).
11. Self-attested copies of Aadhaar card & PAN card of all claimant(s)/nominee/Legal heir.

*** To be executed on non-judicial stamp paper of appropriate value subject to minimum of Rs.100/- duly notarized.**

Note: - These are samples only. The contents of documents will vary from case to case and should be drawn up by the applicant with an advocate.

To,
The Managing Director,
IRWO
Railway Office Complex
Shivaji Bridge (Behind Shankar Market)
New Delhi- 110001yu6

Sub: Transfer of ownership due to the death of Shri/Smt.....Allottee of Flat
No.....Type.....at.....

Sir,

I am sorry to inform that Smt./Shri..... who was allottee of IRWO Flat
No.....inat.....expired on..... I being
spouse/son/daughter* of my lateam requesting that the
aforesaid property be transferred in my name as Late Sh./Smt. has executed
will in my favour/ has not executed any will against this property.
(*Strike out whatever is not applicable)

I am enclosing following documents in this regard –

1. Copy of death Certificate of Sh./Smt. attested by claimant.
2. Copy of will if any.
3. Affidavit indicating legal heirs. (E-2)
4. Affidavit for relinquishment of property rights given by all other heirs in my favour.
(E-3).
5. Indemnity Bond indemnifying IRWO. (E-4)
6. Copy of “No Dues Certificate” from Residents Welfare Association of Society as per
annexure. (E-5).
7. Attested signatures of claimant from Bank Manager as per annexure (E-6)
8. 4 passport size-colored Photographs self-attested.
9. Photocopies of Aadhar and PAN card of all relinquishes/Claimant(s) and copies of
Aadhar card of witnesses.
10. No objection certificate from bank, if a housing loan is outstanding / Loan clearance
certificate if loan is repaid.

You are requested to transfer the property in my favour at the earliest.

Thanking you,

Yours faithfully

Name.....
Address.....
Mobile No.
E-mail ID.
Aadhaar No.
Date.....

AFFIDAVIT BY CLAIMANT(s)

I, spouse/son/daughter of resident ofbeing the deponent solemnly affirm as follows –

- 1. That Shri/Smt. IRWO Membership No..... was my (Relation with deceased) and he/she expired on
- 2. That the deceased had applied for buying dwelling unit through INDIAN RAILWAY WELFARE ORGANISATION (IRWO), New Delhi in scheme and was allotted dwelling unit No.....
- 3. The deceased has left a will (Copy of which is attached) / * not left a will. (Strike out which is no applicable)
- 4. That the deceased has left behind only following legal heir (including myself). Their names along with their relationship with the deceased and addresses are given below:

SN	Name	Relationship with deceased	Age	Sex	Address

- 5. I am the legal heir of the deceased hence the dwelling unit may be transferred in my name. I certify that if the above information is found wrong at any stage. I shall be fully responsible and IRWO can cancel the NOC.
- 6. Affidavit for Relinquishment from other heirs are enclosed.

I confirm that the above contents of the Affidavit are true and nothing has been concealed.

Place.....
Date.....

Deponent
Signature.....
Name.....

Witness 1
Signature.....
Name.....
Address.....

Witness 2
Signature.....
Name.....
Address.....

AFFIDAVIT FOR RELINQUISHMENT

This relinquishment deed is executed by Spouse/daughter /son of Late Shri resident of WHEREAS, my father / spouse Late Shri/Smt.....Membership No.....had booked a dwelling Unit/ was allotted dwelling unit No.....in Scheme floated by IRWO and has left/not left any will.

AND WHEREAS, Late Shri / Smt has left behind only the following legal heirs

SN	Name	Relationship with deceased	Age	Sex	Address

And, there are no other legal heirs except those mentioned above.

And, I am one of the heirs to the property,

NOW I, relinquish all my claims, rights, title or interest in the said dwelling unit in favour of and authorize IRWO to transfer the dwelling Unit in her/his name.

I confirm that the contents of my above affidavit are true and correct and nothing has been concealed there from, which is relevant to the above matter.

RELINQUISHER

Place.....
Date.....

Signature.....
Name.....
Address.....
e-mail.....
Mobile No.....
Aadhaar No.....
Pan No.....

WITNESSES

1. Signature.....
Name.....
Address.....
Aadhaar No.....

2. Signature.....
Name.....
Address.....
Aadhaar No.....

INDEMNITY BOND

I,.....spouse/son/daughter ofat present residing atdo hereby declare and undertake as under:

- 1. That my spouse/ father Late Shri/Smt. had booked a dwelling unit / was allotted dwelling unit No. Through Indian Railway Welfare Organization (IRWO) New Delhi in Scheme.
- 2. That Smt./ Shri expired on
- 3. I am claiming for substitution of my name as the owner of the dwelling unit being the legal heir of the deceased. Relinquishment deeds from other legal heirs are enclosed.
- 4. I take full responsibility of the authenticity of documents signed and submitted by the relinquishes and I have personally checked all these documents.
- 5. I undertake to indemnify IRWO in case it is put to any loss on account of any third person setting up a claim for whole or part of the dwelling unit. If IRWO is entangled in any legal proceedings for substituting my name in place of my late spouse/father, I shall bear the full expenses incurred by IRWO in this regard.

EXECUTANT

Place.....
Date.....

Signature.....
Name.....
Address.....
Aadhar No.....

WITNESSES

- | | |
|-------------------|-------------------|
| 1. Signature..... | 2. Signature..... |
| Name..... | Name..... |
| Address..... | Address..... |
| | |
| | |
| Aadhar No..... | Aadhar No. |

RAIL VIHAR SOCIETY
(Address)

To

The Managing Director
IRWO
Railway Office Complex
Shivaji Bridge (Behind Shankar Market)
New Delhi - 110001

Sub: No dues certificate in respect of DU No..... at.....

Dwelling Unit No. Type Block No.
.....

was allotted by IRWO in favour of Smt./ Shri..... in
..... Project. Smt./Shri has
requested us to issue NOC in respect of aforesaid Dwelling Unit. It is
hereby certified that no dues are outstanding against Late Shri/Smt.
.....up to in respect of the said Dwelling
Unit as per records available with the Society.

Yours faithfully

For Rail Vihar Society

ATTESTATION OF SIGNATURE BY BANK

This is to certify that Shri/Smt.....is holding a Saving Bank/Current Account No.....with our..... Branch ofHis/her specimen signature is attested below: -

Signature of A/c Holder.....

Signature of Bank Manager

Name of A/c Holder.....

SEAL

INDIAN RAILWAY WELFARE ORGANISATION
Membership Application Form for Rail
Vihar..... (To be filled by transferee
for a specific Project In case of transfer of DU)
(To be filled up in block letters)

For office use only

Membership No. of Specific Scheme
Allotted.....

Photograph
Applicant

1. Applicant's Name (Full Name) _____
2. Father's/Husband Full Name _____
3. Date of Birth _____
4. PAN No. _____
5. Aadhar Number _____
6. E-mail ID _____
7. Mobile No. _____
8. Correspondence Address: - _____

9. Permanent address of Applicant _____

10. Membership Fee payment Details:
Amount: Rs. 2360/- (including 18%
GST). Details of Bank Draft/Cheque
No and Date Name of Bank and
Branch to be enclosed

OR

Bank Details for Online trans are: -

Bank Name: AU Small Finance Bank
Branch Name: Delhi Connaught Place Shop No. K-16, Plot No 2 Block
K-2, Connaught Circus, Outer Circle Central Delhi-
110001
SB A/C NO. 2301263553686177.
IFSC Code: AUBLO002635

DECLARATION BY THE APPLICANT

I hereby declare that the particulars given above are correct and I have not willfully suppressed any material information. I understand that I will be disqualified from membership (for the specific scheme) and /or Booking /Allotment of dwelling unit, if at any time any of the said particulars are found to be incorrect.

I also undertake to abide by all rules and instructions that may be issued from time to time by Indian Railway Welfare Organisation (IRWO).

Place: _____

Signature of Applicant _____

Date: _____

Countersigned by _____

(Please refer Instructions.)

INSTRUCTIONS

1. Application Form must be filled in block letters in English and sent to the Managing Director, IRWO, Railway Office Complex, Shivaji Bridge (Behind Shankar Market), New Delhi-110001 by Registered Post along with A/c Payee Draft for Rs.2360/- drawn in favour of IRWO payable at New Delhi. No cash or cheque will be accepted. Membership Fee of Rs. 2360/- (including 18% GST) is non-refundable.
2. Any change in Mailing Address should be immediately intimated to IRWO Office.
3. Incomplete /invalid /illegible applications are likely to be rejected. No correspondence in this regard shall be entertained.
4. Applicants must submit self-attested copy each of PAN Card & Aadhar Card.

Note

- : Read IRWO General Rules before filling the form. Latest amendments to the General Rules are also available on IRWO website, <http://www.irwo.net> .

Application should be submitted to Managing Director, IRWO, Railway Complex, Shivaji Bridge, Behind Shankar Market, New Delhi-110001.