

## CHECK LIST OF DOCUMENTS : SUCCESSION CASES

1. Use only papers (format ) provided by AWHO to avoid typing error. The following Affidavit/indemnity bond are required to be submitted :-
  - (a) An affidavit with latest colour photograph by you establishing your identity as well as thumb impression (format enclosed as Appx 'A').
  - (b) Separate affidavits with latest colour photograph from each legal heir (including applicant) of the deceased (format enclosed as Appx 'B').
  - (c) Indemnity bond with latest colour photograph by applicant (format enclosed as Appx 'C').
2. Stamp paper to be purchased in the name of deponents.
3. Every Page including stamp paper should be signed by deponents.
4. Notarial stamp of Rs 5/- is mandatory to be affixed on each affidavit.
5. Notary will sign on each page of affidavit.
6. Registration No of Notary is mandatory on his stamp.
7. Legal documents on Non Judicial Stamp Paper should be purchased and executed in the State either where the DU is located or where the executants resides, that residential address should be mentioned in affidavit.
8. Documents will be notarized in the same state from where the stamp papers have been purchased.
9. Date of Notarisation and execution should be same.
10. Residential address should be permanent in nature of successors.
11. If an allottee is a loanee of HDFC/Govt of India/HBA etc then clearance is required in original from the loaning agency which will clearly mention the name of property, station, sector etc where situated.
12. No dues certificate from the society in respect of allottee is required in original
13. Over typing/cutting/addition/deletion be avoided in all documents. All over typing /cutting/addition/deletion should be signed by both the deponent and notary.
14. All applicant must paste their latest coloured passport size photograph on each affidavit/indemnity bond form duly attested by a Notary.
15. Copy of death certificate of late allottee/co-allottee duly attested by Notary/ Gazetted Officer.