

APPLICATION FORM

02052

SERIAL NO.....

**OFFICE OF THE CHIEF EXECUTIVE OFFICER
DELHI URBAN SHELTER IMPROVEMENT BOARD,
GOVT. OF N C T OF DELHI, PUNARVAS BHAWAN, I.P. ESTATE,
NEW DELHI 110002**

**APPLICATION FORM FOR CONVERSION OF LICENSE STATUS INTO FREE HOLD
STATUS IN RESPECT OF ALLOTTED RESIDENTIAL PLOTS IN
45 JJR COLONIES OF DELHI**

(FORM TO BE FILLED IN BLOCK LETTERS)

Details of the Plot (a) Plot No. (b) Block No. (c) Colony (d) Size of Plot	Affix attested passport size photograph/joint photograph
Aadhar No/EID No.....	

1. Name of the Applicant

2. Father/Husband Name of Applicant

3. Joint Applicants If any (i) (ii) (iii)
 (Father/Husband Name) (i) (ii) (iii)

4. Status of the Applicant/s (i) Allottee (ii) Legal heir/s..... (iii) Purchaser/s.....

5. Name of the Original Allottee/
Licensee

6. Date since residing / Occupying (i) Original Allottee.....
 (ii) Last Purchaser

7. Details of Sale/Purchase Transactions

(a) Name of Allottee/
Licensee

(b) Name(s) of subsequent
Purchaser(s)

ACKNOWLEDGEMENT

Application Serial No.....

Acknowledgement of Application Form For Conversion Of License Status Into Free Hold Status in Respect of Allotted Residential Plots In 45 JJR Colonies Of Delhi

Application received from (Name of the applicant) Sh/Smt.

Along with DD/Pay Order No.Dated for Rs.

Drawn on (Name of the Bank)payable at Delhi in respect of the plot no.at (Name of the colony)

(Signature of the Receiving Authority)
DUSIB

Place _____

Date _____

**APPLICATION FORM AND GUIDELINES
FOR**

**THE SCHEME FOR GRANT OF FREEHOLD / OWNERSHIP
RIGHTS TO THE RESIDENTS OF 45 JJ RESETTLEMENT
COLONIES OF DELHI**

DELHI URBAN SHELTER IMPROVEMENT BOARD

**Government of National Capital Territory of Delhi
Punarwas Bhawan, I.P. Estate, New Delhi – 110 002**

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI

The Scheme for grant of Freehold / Ownership Rights to the allottees/ occupants of 45 JJ Resettlement Colonies

1. INTRODUCTION:

The Govt. of NCT of Delhi, with the prior approval of Ministry of Urban Development, Govt. of India, proposes to grant Freehold/Ownership Rights to the allottees/ residents of 45 JJ Resettlement Colonies. The scheme of grant of freehold rights to allottees/ residents of JJ Resettlement colonies will be implemented by Delhi Urban Shelter Improvement Board, a statutory body under Govt. of NCT of Delhi.

The applicants who want to avail this opportunity may apply in the prescribed Proforma as given alongwith these Guidelines.

2. SALIENT FEATURES OF THE SCHEME:

- I This scheme is applicable to the 45 JJ Resettlement Colonies as listed in the Appendix-1.
- II Scheme is applicable to residential plots only.
- III The cases of amalgamation of two or more plots shall not be considered in the policy and each unit shall be considered as a separate unit.
- IV The freehold of the actual piece of land allotted shall be covered under the policy and it will not cover unauthorised construction and misuse, if any. Unauthorised construction shall be dealt by the local body /appropriate agency or authority as per extant laws. In respect of commercial use of the JJ plots, the provisions of MPD-2021 shall apply and action will be taken accordingly.
- V In case where the plots have been occupied by more than one person apart from allottee/ purchaser, free hold rights shall be conferred in the name of the allottee/purchase.
- VI All the dues / fee / premium / cost of land as decided by the DUSIB shall be fully paid by the applicant before the execution of the conveyance deed.
- VII In case, at any later stage, if it is found that the conveyance deed / freehold rights have been obtained by the applicant by using false/fake/bogus documents or by fraudulent means, the DUSIB shall have the right to take action as per law and terms and conditions of the conveyance deed. Allotment of plot shall be cancelled and DUSIB shall enter into the property and take possession of the same along with the superstructure and its fixtures.
- VIII These freehold rights are intended to cover only the allotted plots and hence will not cover encroachment, which any allottee/occupier might have made.
- IX The scheme will be implemented subject to compliance with various court orders/directions/ judgements.
- X No one should be allowed to have more than one plot in her/his name or in the name of dependents/family members.

3. CONVERSION CHARGES & MODE OF PAYMENT :

The ownership rights to the allottees / occupants / purchasers shall be decided on the payment of premium / cost of land/conversion fee as per the following basis :—

Sr. No.	Category	Premium / Cost of land to be charged for grant of freehold rights
1.	Allottee/Legal Heirs of Allottee	5% of the Circle Rate.
2.	Occupants through Sale/Purchase of the allotted plot up to 31 st March, 2007.	30% of the Circle Rate
3.	Occupants through Sale/Purchase of the allotted plot and residing therein w.e.f. 1 st April, 2007 onward.	100% of the Circle Rate.

- (i) Conversion from licence to freehold would be allowed on payment of applicable premium charges as per the categories and rates mentioned above and given in Annexure-1.
- (ii) The Premium Circle Rates may be revised by the Govt. of India/Govt. of Delhi from time to time. The revised rates as on dates of submission of application shall be applicable.
- (iii) Applicant shall also pay one time lump-sum payment of Rs. 5000/- as outstanding dues of the licence fee in case the payment of licence fee is not up-to-date.
- (iv) The conversion charges alongwith lump sum payment of licence fee shall be paid by the applicant by a Pay Order or by Demand Draft from any Nationalised Bank drawn in favour of Delhi Urban Shelter Improvement Board.

4. VALIDITY OF SCHEME :

1. Applications shall be available from 19 August, 2013 at all the JJ Zonal Offices as given in Appendix-2. The Scheme shall remain valid till further order.

5. PROCEDURE TO SUBMIT APPLICATION FORM :

1. All the eligible allottee/occupants shall apply for grant of ownership rights in a prescribed format attached with these guidelines.
2. The Application Form should be accompanied by all requisite documents, Conversion charges and lump-sum payment.
3. The completed forms should be submitted by the applicant in the concerned JJ Zonal Offices of DUSIB as given in Appendix-2.
4. The genuineness/authenticity of the documents submitted by the applicant for freehold shall lie on the applicant.
5. Application found in order will be disposed of within a maximum period of 60 days from the date on which the prescribed formalities are completed.
6. Conveyance Deed shall be sent to the applicant/person in whose name conversion is sought by Regd. Post. The recipient shall then get it stamped from Collector of Stamps and submit it within 45 days from the date of despatch by DUSIB at the office of Dy. Director (JJR), DUSIB for signatures of the authorised person. At the time of receipt of the Conveyance Deed, a date will be given on which the signed Conveyance Deed can be collected from the office of Dy. Director(JJR), DUSIB. Thereafter, the recipient shall get the conveyance deed registered with the concerned Sub-Registrar. Stamp Duty under the Stamp Act and Registration Charges shall be payable by the person in whose favour the conversion is sought.

In case, the conveyance deed is not received by an applicant/ in whose favour the conversion has been sought within a period of 60 days, he/she may contact the Zonal Officer concerned.

6. DOCUMENTS TO BE ATTACHED :

1. Copy of Demolition Slip / Possession Slip.
2. Copy of G-8 Receipt(s) towards licence fee if paid.
3. Copy of Allotment Letter, if any.
4. **Proof of Identity** :- Such as Copy of Aadhar Card/UID, Voter ID, Ration Card/ PDS Photo card, Driving Licence, PAN Card, Govt. Photo I.Card, Arms Licence, CGHS Photo Card, Pensioner Photo Card, Freedom Fighter I.Card, Photo ID issued by recognised educational Institution, Certificate of Identity having photo issued by a Group (A) Gazetted Officer on his letter head alongwith stamp of his institutions/office.
5. **Proof of residence** :- Such as Copy of Aadhar Card/UID, Ration Card, Voter I.Card, Electric/ Water Bill, Landline Telephone Bill, Property Tax receipt (if assessed to House Tax), Bank Statement/Pass Book, Passport, Driving Licence, Post Office Account Statement/Passbook, Government Photo I.Card, Insurance Policy, Pensioner Card, Vehicle Regn. Certificate, CGHS/ ECHS Card.
6. Notarised Undertaking (Refer Annex. 1).
7. Notarised Affidavit (Refer Annex. 2).
8. Notarised Indemnity Bond (Refer Annex.3).
9. Specimen Signature with Four photographs duly attested by Notary Public (Refer Annex. 4).

A. ADDITIONAL DOCUMENTS IN CASE OF LEGAL HEIR(S) (IN CASE OF DEATH OF ALLOTTEE) :

- i. Original Death Certificate of the deceased allottee.
- ii. Registered Will, if exists.
- iii. Un-Registered Will, if any, duly probated by Court.
- iv. Document showing the relationship between the deceased allottee and the applicant.
- v. Registered Relinquishment Deed (from other legal heirs) and Registered Indemnity Bond (executed by the applicant), in case freehold to be made in favour of only one legal heir.
- vi. An Affidavit of legal heirs declaring that they / he, are/is the only and genuine legal heirs indicating the relationship with deceased allottee.

B. ADDITIONAL DOCUMENTS IN CASE OF BONAFIDE PURCHASER :

- i. Complete chain of Sale Purchase documents.

Comparison of Land Rate for Residential plot, adopted by various Govt. agencies, in the area of JJR Colonies situated in the National Capital Territory of Delhi.

Sl. No.	Name of the JJR Colony	Category Number	Circle rate as notified on 04-12-2012 by the Govt. of NCT of Delhi. (in rupees)	Rate to be charged for a plot size of 25 Sq. Yds. i.e. 20.9 Sq.mtrs		
				5%	30%	100%
1	Khyala Ph-I	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
2	Chowkhandi	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
3	Pandav Nagar	E	58,400=00	61,028=00	3,66,168=00	12,20,560=00
4	Shakur PurPh-I	E	58,400=00	61,028=00	3,66,168=00	12,20,560=00
5	Shakur PurPh-II	E	58,400=00	61,028=00	3,66,168=00	12,20,560=00
6	Khyala Ph-II	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
7	Khyala Ph-III	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
8	Naraina	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
9	ManglaPuri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
10	MadiPur	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
11	Khan Pur	F	38,500=00	40,233=00	2,41,395=00	8,04,650=00
12	Jawala PuriPh-I	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
13	Jawala PuriPh-II	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
14	Nand Nagri Block-A to E	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
15	Nand Nagri Block-F to L	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
16	New Seema Puri	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
17	Moti Bagh (SatyaNiketan)	D	1,06,400=00	1,11,188=00	6,67,128=00	22,23,760=00
18	WazirPur	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
19	Old SeemaPuri	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
20	Seelam Pur Ph-I	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
21	Seelam Pur Ph-III	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
22	Trilok Puri Ph-I&II	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
23	Seelam Pur Ph-II	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
24	Khichri Pur	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
25	KalyanPuri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
26	HimmatPuri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
27	Seelam Pur Ph-IV	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
28	Nangloi Ph-I	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
29	Nangloi Ph-II	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00

Sl. No.	Name of the JJR Colony	Category Number	Circle rate as notified on 04-12-2012 by the Govt. of NCT of Delhi. (in rupees)	Rate to be charged for a plot size of 25 Sq. Yds. i.e. 20.9 Sq.mtrs		
				5%	30%	100%
30	Nangloi Ph-III	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
31	Mangol Puri.	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
32	Sultan Puri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
33	Jahangir Puri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
34	Pankha Road & Hastal	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
35	Raghubir Nager	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
36	Dakshin Puri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
37	Dakshin Puri Extin.	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
38	Tigri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
39	Madangir Ph-II	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
40	Madangir Ph-I	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
41	Sunlight Colony	E	58,400=00	61,028=00	3,66,168=00	1,20,560=00
42	Sri Niwas Puri	G	38,500=00	40,233=00	2,41,395=00	8,04,650=00
43	Gokul Puri	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
44	Nehru Vihar	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
45	Aruna Colony (Majnu-Ka-Tila)	F	47,200=00	49,324=00	2,95,944=00	9,86,480=00
	Total number of JJR Colonies of different categories.					
	Category - D = 01					
	Category - E = 04					
	Category - F = 09					
	Category - G = 31					

Note: Rates, subject to latest notification of circle rate as on date of conversion. In case of difference in premium of land cost in contradiction of notification of circle rate, difference of amount of rate will be recovered along with interest.

**DELHI URBAN SHELTER IMPROVEMENT BOARD
JJR BRNACH**

List of Zonal/ JJ Resettlement Offices

Sl. No	Name of the Zonal Office	Address
1	East Zone 'A'	Community Center, Block No.15, Near police Station, Kalyanpuri, Delhi
2	East Zone 'B'	Community Center, Seelampur, Welcome, Delhi-53
3	Jahangirpuri	Night Shelter, SaraiPipalThala, Azadpur
4	North Zone 'A'	Ground Floor, Community Hall, A-Block, Jawalapuri, JJ Colony, New Delhi-87
5	North Zone 'B'	Community Hall, E-Block, Shakurpur, Near Samrat Cinema, New Delhi
6	West Zone	1 st floor, Community Hall, Block No. 12, Tilak Nagar
7	South Zone	Community Center, H-Block, Dakshinpuri, New Delhi

UNDERTAKING

(To be submitted by the person in whose favour conversion is sought on non-judicial stamp paper of Rs.10/- duly attested by Notary Public/First Class Magistrate)

I S/o, W/o, D/o Sh.resident of
(address).....do hereby undertake as under :

1. That I shall pay to CEO DUSIB, GNCT of Delhi, immediately on demand, such amount as may be demanded by it on account of lump-sum amount for freehold status, in respect of Plot No. at _____

2. That I shall pay to CEO, DUSIB, GNCT of Delhi, immediately on demand, such amount as may be demanded by it on account of maintenance/service charges applicable, if any.

3. That on my failure to pay any sum referred above the conversion of License rights into free hold rights in respect of the above referred property shall be deemed to be null and void and the lessor/ Authority shall be entitled to recover the same as arrears of land revenue.

5. That if it is found by the CEO, DUSIB, GNCT of Delhi or any other local authority, at any point of time, that the above referred property or any part thereof is being used for the purposes other than specified in the license agreement, I shall, forthwith, stop such use, apart from any action liable under the relevant laws/rules/regulations.

..... day of 013.....

Licensee/Allottee/Purchaser.

In the presence of :

1.

2.

(on Non-Judicial Stamp Paper worth Rs. 50/-, duly attested by Notary)

AFFIDAVIT

I _____ S/o, D/o, W/o _____
r/o _____ do hereby solemnly affirm and declare as
under:—

1. That I am the allottee/legal heirs of allottee/bonafide purchaser and occupant of plot No. _____;
2. That I am in actual physical possession of the plot No. _____
3. That there is no case/suit etc. pending in any court of law / tribunal etc. in respect of above mentioned plot No. _____. There is no stay against converting to freehold.
4. That the above mentioned plot is free from all kind of encumbrances;
5. That the above mentioned plot is not mortgaged;
6. That all the documents submitted by me with the application form No. _____ for grant of free hold rights in respect of above mentioned plot are genuine and the same are not forged/fake/bogus/false;
7. That in case any document(s) is found forged/fake/bogus at any stage, it will be my responsibility and I shall be liable for action including the criminal proceedings and the Delhi Urban Shelter Improvement Board shall have every right on the said plot along with its superstructure and fixtures of the building etc.;
8. That I shall abide by the terms and conditions of the Conveyance Deed;
9. That the above mentioned plot is used for residential purposes only;
10. That there is no other claimant/legal heir/ successor/survivor of the allottee etc. in respect of the above mentioned plot;
11. That I shall pay all the dues / fee/ premium/cost of land as may be decided by the Delhi Urban Shelter Improvement Board for grant of free hold rights of the above mentioned plot;

DEPONENT

Verification: Verified at Delhi/New Delhi on _____ that the contents of the above affidavit are true to the best of my knowledge and belief and that nothing material has been concealed there from

DEPONENT

To be Attested by Notary Public

(On Non-judicial stamp paper worth Rs100/- and duly witnessed by two persons with address)

Indemnity Bond

This indemnity bond is made at Delhi/New Delhi on this _____ day of _____ 2013 by Sh/smt. _____ son of/wife of sh _____ aged about _____ years and resident of _____ (hereinafter called the Executant) which expression shall unless the context requires otherwise includes his/her heirs, administrators, legal representatives and assigned in favour or the President of India/DUSIB GNCTD (hereinafter called the owner) which expression shall unless the context required include its successors and assignees.

Whereas Sh/Smt. _____ son of / wife of Sh. _____ (hereinafter called the Executant) is residing/having valid and legal possession of the residential plot bearing no. _____ block _____ at _____

Whereas the Executant has applied to DUSIB for grant of Freehold Right in his/her favor by completing all the coal formalities.

Whereas, on the request of the executants(s) the DUSIB GNCTD has agreed to grant Freehold Rights of the property no. _____ in my name and I am executing this Indemnity Bond to indemnify the Delhi Urban Shelter Improvement Board, Govt. of National Capital Territory of Delhi, against all claims or damages which may be made against or incurred by the owner/DUSIB – GNCTD for granting the Freehold Right of the above said property in the name of the executants(s).

And whereas, in consideration to the aforesaid indemnity bond, the DUSIB has agreed to grant free hold right to the Executant(s) and the Executant(s) has/have agreed to furnish this bond to indemnify the DUSIB that his/her heirs, successor, executors, administrators and legal representatives jointly and severally responsible, whatsoever in respect of the aforesaid property against all interests, losses, damages, penalties, legal action, claim, charges, demand and all kind of things whatsoever arising out of the conversion of the above mentioned property/plot from licensee into freehold.

In witness whereon I/we _____ son of / wife of Sh. _____ have executed and delivered this bond on the day month and year mentioned first herein above in the presence of witnesses,

Executant(s)

Witness:

(1) _____
(Sh/Smt. _____)
S/o W/o Sh. _____
R/o _____

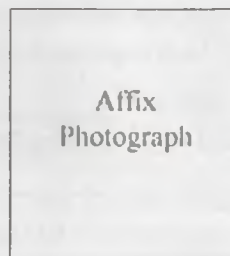
(2) _____
(Sh/Smt. _____)
S/o W/o Sh. _____
R/o _____

**SPECIMEN SIGNATURES AND PASSPORT SIZE PHOTOGRAPHS OF THE PERSON IN
WHOSE FAVOUR CONVERSION SOUGHT DULY ATTESTED BY NOTARY/
FIRST CLASS MAGISTRATE**

Name S/o, W/o Application No.
/ Property No. Colony

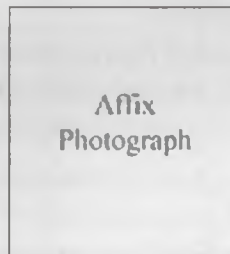
1. _____

(Specimen signature) Attestation



2. _____

(Specimen signature) Attestation



3. _____

(Specimen signature) Attestation



4. _____

(Specimen signature) Attestation



NOTE : If the applicant is allottee/Licensee, then his/her photograph and in case of applicant being an attorney the photograph of person named in Column 3 of the application form are required to be submitted as above.

CHECK LIST OF THE DOCUMENTS ATTACHED

1.	Copy of Demolition Slip/Possession Slip	
2.	Copy of G-8 Receipt(S) towards licence fee if paid	
3.	Copy of Allotment Letter, if any	
4.	Proof of Identify	
5.	Proof of residence	
6.	Notarized Undertaking (Refer Annex.....)	
7.	Notarized Affidavit (Refer Annex	
8.	Notarized Indemnity Bond (Refer Annex	
9.	Specimen Signature with Four photographs dully attested by Notary Public (Refer Annex	
10.	Original Death Certificate of the deceased allottee	
11.	Registered will, if exists	
12.	Un-Registered will, if any, duly probated by Court	
13.	Documents showing the relationship between the decased allottee and the applicant	
14.	Registered Relinquishment Deed (from other legal heirs) and Registered indemnity Bond (executed by the applicant), in case freehold to be made in favour of only one legal heir.	
15.	An affidavit of legal heirs declaring that they/he, are/is the only and genuine legal heirs indicating the relationship with deceased allottee	
16.	Complete chain of Sale Purchase Documents	