



AGARWAL ESTATES™
TRUST Redefined

Important Points for property registration



Happy Homes... Happy Families

One Stop, all solutions - Real Estate Services

Founded by NRI/Techie (Ex-Cisco/TCS/HP/Atos Origin)

A Venture to Redefine TRUST with a unique concept of

All we need is Your Autograph!™



50+ Recommendations



Highest Rated



by 104+ customers

ConsultantsReview 25 MOST PROMISING
REAL ESTATE 
CONSULTANTS - 2016



#9 CRM Sowbhagya, Near Spice Garden, #35/1B Varthur Main Road, Marathahalli, Bangalore-37
Phone: India: +91 81233 01122, USA: +1 512 234 5100. Email: service@agarwalestates.com

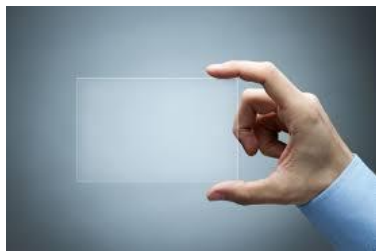
Important points for Registration:

S.NO.	ACTION ITEMS	STATUS
1.	<p>A week before registration check for the below things:</p> <ul style="list-style-type: none"> Guidance value and DD amounts for Stamp duty. Refer the guidance value chart before calculating it and consult lawyer accordingly. Check if the ATS (Agreement to Sale) credit is to be deducted from the stamp duty & collect ATS franking original receipt. Stamp/Registration duty DD must be payable in Bangalore in case buyer is making DD outside Bangalore. Draft Sale Deed must be sent to Lender's Bank Additional Car park not registered in Sale Deed, if any. GPA for NRI must be adjudicated at District Sub-Registrar Self-attested KYC: For buyer, seller, GPA Holder/Passport Photo NOC (For Payment to Single vendor) & hence for TDS as well Legal Heir / Family Tree / Notarised KYC for NRI 	
2.	<p>Two days before registration:</p> <ul style="list-style-type: none"> Payment details (Copy of DD) from Lender Bank & Own funds Stamp and Registration duty payment details TDS Payment details/Challan/Form 26QB & Bank Statement If the sale agreement has the correct document number as per the old sale deed Finalise date, time (11 AM) and location of Sub-Registrar office. There shouldn't be holiday next day e.g. Saturday, 2nd Friday, 14th August etc., in case Registration get extended by a day. Buyer has to inform Lender Bank about date, time & location of Sub-Registrar office. Final version of Property Documents to Lawyer's office <p>Verify following points in Sale Deed:</p> <ul style="list-style-type: none"> If date of execution is correct in number and words. If the seller's name is as per the old sale deed. If the buyer's name is as per the information provided by him. If the sale deed number and date is as per the old sale deed and is correct If the Schedule A, B, C are as per old sale deed. If the payment section in number and names is correct 	
3.	Verify original documents first from seller. Buyer will sign sale deed only after verification.	
4.	Verify name and amount in Demand Draft. Seller will sign new sale deed after verification. Collect copies of DD two days in advance.	
5.	Proceed with registration. Signature has to be in black ink. Be with the customer all the time.	
6.	Two witnesses are required, and they need to provide their signatures twice . Photo of witness is not required. Guest of client should be the witness. Avoid AE Employee or Lawyer as witness if possible.	

S.NO.	ACTION ITEMS	STATUS
7.	<p>Photos will be taken at the Sub-registrar's office for buyers and sellers. After the photos are taken, a printout (Document Summary Report) will be given by the sub-registrar office for verification, which contains details of buyer, seller and Property etc.</p> <p>We request you to VERIFY EVERY SINGLE LETTER, especially Name, Relationship, Parent's Name, Gender, PAN#, and Property Address and area in square feet/SCHEDULE(A)(B)(C) in Document Summary Report.</p> <p>Errors tend to occur in Name, Gender and area in terms of Built up and Super Built up. Please make sure that SUPER BUILT UP AREA/BUILT UP area is as per Schedule. Built up area will be written as Super Built Up area or vice versa. Area in square feet must be matching as per sale deed.</p> <p>The Govt charges Stamp duty on total Super Built up area (NOT Built Up area). Check the Govt Guidance Value of property to verify if the total area is calculated properly in record of Govt.</p> <p>Both buyer and seller should verify above information and then only sign Document Summary Report. IMPACT is huge if any mistake happens. Sale Deed may have correct information but in Govt records, Data Entry Operator may have entered incorrect information in this "Document Summary Report".</p> <p>All the front pages of the Sale Deed and few back pages must be signed by both buyer and seller. Beside signing in the Sale Deed, in Govt records, Witness, Buyer and Seller must sign twice.</p>	
8.	For consenting witness, photos will be taken and he/she has to sign again after verification.	
9.	Collect all originals from the seller, which will be taken by the buyer's bank.	
10.	The following documents should be handed over to the buyer by the seller, in which the bank may not be interested: Possession letter, old Property Tax paid receipts, payment receipt from builder, car park allotment letter and any other document that the seller might have received from the builder.	
11.	Items like keys (master key, mailbox, rooms, wardrobes, balconies, and servant room), access card, car parking dangle, car parking slot# and label should be handed over to buyer.	
12.	Get these documents signed from seller: NOC from association and NOC for power meter transfer/water meter/khata .	
13.	Make at least five copies of the latest sale deed (For Seller, Apartment Association, Buyer and name change in property tax for future)	
14.	Best Practice: Apply for EC and Certified Sale Deed .	
15.	Next day, collect Encumbrance Certificate and Certified Sale deed	
16.	Advice client about transfer of electric meter, and change of name in Property Tax.	

Agarwal Estates Unique Differentiator

Agarwal Estates, a one stop, all solutions - real estate services venture, utilizes the promoter's extensive experience in process implementation, service delivery and standard methodologies to suit the requirements of the real estate market in India. This has helped us in delivering high quality services - on time - and also enabled us to successfully launch the concept of: All we need is your autograph!™



TRANSPARENCY is the CORE VALUE of Agarwal Estates

Being a transparent organization, we empower our customers through our revolutionary concept and key initiative called as KEY (Knowledge Empowers You). We share all the information with customers to enable them to make informed decisions. We

have been constantly getting acknowledged by our existing customers about the *Knowledge* we share with them.

Agarwal Estates provides end-to-end solutions:

- Real estate advisory: Overseas investments, buy-back options, Flexible investment amount, etc.
- Buy/sell/rent property: Understanding your needs and providing the right solutions
- Property and tenant management: Peace of mind, guaranteed rent
- Home loans: Free consultancy, awareness about hidden charges, maximum savings
- Home décor & interiors: Six weeks completion for a standard 3 BHK starting at Rs 3+ lakhs
- Allied services: Property tax, Electric meter transfer, Vastu, etc.

ONE STOP, ALL SOLUTIONS - REAL ESTATE SERVICES



Agarwal Estates aspires to empower customers with the right knowledge to enable them to make the right decisions at the right time.



AGARWAL ESTATES™
TRUST Redefined



India: +91 81233 01122, USA: +1 512 234 5100. Email: service@agarwalestates.com