



Details/documents required for standard Release Deed of Flat in Co-Operative

Housing Society: -

- ☐ Photocopy of Aadhar Card and PAN Card of all Legal Heirs i.e. Releasors and Releasees and two witnesses
- ☐ If legal heirs are foreign citizen, then photocopy of Passport and OCI Card
- ☐ Who will release in whose favour i.e. which Legal Heir/s will release his/her/their share in favour of which Legal Heir/s?
- ☐ Photocopy of Death Certificate of the Deceased
- ☐ Photocopy of complete set of purchase agreement of the said Flat
- ☐ 2 passport-size photographs (each) of all Legal Heirs
- ☐ Photocopy of latest electricity, maintenance bill, property assessment tax invoice and Share Certificate (If Society is registered) of concerned Flat (not older than 2 months)
- ☐ Plot Number and CTS Number of land on which Society building is situated
- ☐ Legal Heirs' Affidavit.

This needs to be notarised from Notary Advocate on Rs. 100/- stamp paper and attach the same to the Release Deed

- ☐ NOC from Society in a specific format, if Society is registered.
- Appointment for registration of Release Deed is to be booked at local Sub-Registrar's Office. Two witnesses are required for registration of Release Deed. All Legal Heirs and two witnesses are required to remain personally present at the registration office at the appointed time and date with original ID proofs.