



Samreddhi Documentation

C 443, Sector - 19, NOIDA, Gautam Budh Nagar (U.P.)

For Queries Call /SMS/ Whatsapp at Phone No.: 98181 86101 (Sunny Chawla)

Website: www.samreddhi.com

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We are sharing the details on the registration Process for Amrapali Flats. First of all, the draft of the sub lease to be signed in between the Receiver of the Court(Mr. Venkatramani), Noida Authority and the Allottee is in process. The draft will be different from what is normally signed in other societies of Noida.

About our firm : Samreddhi Documentation

We are a Noida based firm specializing in the mass registration of the Properties in Noida and Greater Noida since 1994. Builders outsource the registration process to us so that it can be smoothly carried on without any fuss. Since we are a modern age technology based firm, we create online portals of each society, where the status of registry, the documents required, cost and expenses, stamp duty calculations etc can be seen. We try to give everything in written so it is easy to understand and can be accessed 24 x 7 through the internet. You can visit us on www.samreddhi.com

We are highly rated by our clients and have a 4.9/5 rating on facebook and 4.8/5 on google.

Link to facebook page : <https://www.facebook.com/SamreddhiDocumentation/>

Link to Google page : g.page/Samreddhi/review

This Article is compiled by us and contains every information required for the registration :

- 1. The Documents Required**
- 2. The Process of Registration**
- 3. Costs and Expenses involved**
- 4. Time Required for the Process and When and Where the Physical presence of Allottee/GPA holder will be required**
- 5. Calculation of Circle Rate Value and Stamp Duty to be paid.**
- 6. Discounts available in the Stamp Duty**
- 7. Frequently Asked Questions**

1. The Documents Required:

1. 4 No. Passport size photographs of each allottee. (Should be recent)
2. Photo and Signatures attested from Bank/ Gazetted Officer of each allottee (on the format attached. Any format by your bank can also be used)
3. PAN Card Copy of each allottee. (2 Copies) Form 60 will be required in case of non availability of PAN card copy.
4. Copy of Photo ID address proof of each allottee. (2 copies). Accepted IDs are Passport, Aadhar Card, Driving License, Voter ID, OCI.
5. NOC for Registry from the Bank from which loan is taken to purchase the Flat. In case of full payment done, then No dues from the Bank.
6. Copy of Allotment Letter, Offer of Possession / Possession Cert. and No Dues issued by Buider
7. **In case of Power of Attorney : 2 Copies of the Power of Attorney in case of registry is to be done through Power of Attorney holder. The Power of Attorney should be registered and not notarised.**
4 Photographs of POA holder
ID proof and Pan card copy and Photographs and signatures attested by the Bank of POA Holder.
Photographs and signatures of the person who has given the power of attorney will not be required.

2. The Process of Registration :

The Whole process of the registration is explained exhaustively for convenience :

1. Please open the form on this link <http://bit.ly/Sapphire2registry> . Fill in the details.
2. Upon Filing the Form, the details will be verified with our records and an email with the stamp duty amount will be sent after verification on the e-mail id entered in the form.
3. On receiving the e-mail, the allottee have to submit the required documents with the Cheque / Pay Order / Demand Draft of the stamp duty (in favour of SHCIL E STAMPING UTTAR PRADESH) as given in the e-mail to Samreddhi Documentation or **will be collected by us from the society RWA office.**
4. On receiving of the documents the E Stamp will be procured by us. After procuring the E Stamp the required documents will be prepared by us and Allottee will be informed to come to Samreddhi's office for signing . **We will get the signatures done from the allottee also directly from society.**
5. On Signing of the Documents by the Allottee, the documents are sent to Receiver office for Signing.
6. After the documents are signed by Receiver office, we will get the required approvals and signatures on documents from the Noida Authority.
7. After approval from Noida Authority, the registration will happen. The time and day will be informed to the allottee for the registration. It can also be seen online at our website www.samreddhi.com The Allottee will then have to visit the Sub Registrar 2 office situated in sector 33 opposite NTPC and adjacent to iskon temple and RTO. In case allottee is not available

for registration on the informed date, then he may inform us for the same and some next date will be informed to him.

8. Within 3-4 working days from the date of registration the original registry will be handed over to Allottee and a scanned copy of the registry and sub registrar fee slip will be shared with the allottee on his e mail id.

3. The Costs and Expenses Involved

The following costs and expenses are involved

1. **Stamp Duty** : As applicable. it is 5% of the Total Sale Value / BSP of the flat or Circle Rate value whichever will be higher.

a. There is a discount of Rs. 10,000/- in case of only single woman allottee or all allottees being women. No Discount in case of Joint Allottees in which one is male and other being female.

b. There is discount of Rs. 1,00,000/- in case the allottee is Indian army exserviceman provided he has not availed any discount in stamp duty in past.

c. There is large discount for handicaps depending on the certificate of disability

2. **Sub Registrar Fee : Rs. 20,200/-** . It is the registration fee to be paid to the Sub Registrar office for the registration of the Sub Lease Deed. It is subject to change as per Government orders in future. (To be paid in cash)

3. **Processing fees** to be paid to Noida Authority : **Rs. 1000/-** . Processing fee to be paid to Noida Authority. (Can be paid in cash or Pay order in favour of Noida)

4. **Lawyer Fee, Administrative Charges and Misc Expenses : Rs. 4000/-**

It will include :

1. Consultation and answering of the queries of flat allottees regarding the Sub-Lease with complete Co-ordination between the builder and Allottee in the registration process.

2. Arranging the necessary E-stamp papers by mode of pay orders/cheque /RTGS provided by the flat Allottees from Stock Holding corporation of India Limited.

3. Printing of Sub Lease Deed and the attachments on Stamp Papers.

4. Communicating with allottees for fixation of time for execution and registration in advance for smoother work.

5. Constitution of files and execution of Sub-Lease in the Noida authority for each flat

6. Registration of Sub Lease deed in the Sub-Registrar office.

7. Getting certified copy of the Sub Lease deed and submission in the Noida Authority.

8. Scanning of the original Sub Lease deed from both sides and be sent to allottee on his email id

There are no other hidden charges.

4. The Time Required for the Registration Process

The Time required for the registration process is generally 5-10 Working days in case stamp duty is paid through RTGS/NEFT or 10-15 working days if paid through cheque/DD.

The Time will be calculated from the day the documents and cheque/Pay order/ RTGS /DD of stamp Duty are submitted.

We will endeavour to complete the process as fast as possible

5. When and Where Physical Presence is Required

Generally the Physical Presence of the Allottee is required 3 (Three) Times.

First time : For Submitting the required Documents in the Samreddhi's Office. Documents can also be couriered at the address. **We will make a process for collection of the documents from the society's office.**

Second time : For Signing the Documents . All Allottee(s) must visit personally. **We will make a process of signing from the society itself.**

Third time : At the day of registration all allottees have to come. (Visit to the Registrar office Sector 33 Noida)

6. Frequently Asked Questions

Frequently Asked Questions on E-Stamping

1.) Question : How to pay the amount of Stamp Duty ?

Answer : The amount of Stamp duty can be paid through RTGS/NEFT/IMPS/ Cheque/Pay Order/Demand Draft. The Cheque / Pay Order / Demand Draft is to be issued in favour of "SHCIL E-STAMPING UTTAR PRADESH" . RTGS/IMPS/NEFT can be done in this account

Beneficiary Name : SHCIL E-STAMPING UTTAR PRADESH

A/c No. 0109102000035246 (Current Account)

IFSC CODE IBKL0000109

BANK IDBI BANK

BRANCH SECTOR 18, NOIDA

The Stamp Duty procured will be in the form of E Stamp which can be verified from Stock Holding Corporation of India Limited's Website.

Please note that after a successful RTGS transfer, a UTR No. (of 22 digits) is generated which will be required to track the payment at Stock Holding Corporation of India Limited. In case of NEFT , A ref No. will be generated. For General Information, Transfers below Rs. 2 Lakhs are categorized as NEFT and Transfers above 2 Lakhs are categorized as RTGS. **(In case of RTGS/NEFT, UTR No. and the account No. from which the amount is paid is required)**

2.) Question : From Whose account the Amount of Stamp Duty is to be / can be paid ?

Answer : The RTGS/NEFT/Cheque should be made from the Allottee(s) account only. Part payment by 2 allottee is also allowed using different modes of payment except cash.

3.) Question : What is the time period for the Validity of the E-Stamp ?

Answer : The E Stamp doesnt have any expiry date or Validity period. However in case the allottee wants to get the amount of E stamp refund. It can be done within 6 months of the

purchase date of e stamp.

4.) Question : What are the costs and expenses in refund of the E Stamp?

Answer : The Government deducts 10% of the E Stamp Amount and refunds if applied within 6 months of purchase.

5.) Question : Can the E Stamp be purchased in cash?

Answer : After Demonetization cash cannot be used for buying the e stamp.

Frequently Asked Questions on Power of Attorney

Question 1 : What is Power of Attorney? How to Get a Power of Attorney ?

Answer : Power of Attorney is a legal document in the form of written authorization used by the Person to appoint/allow some other person to act on his behalf.

1. In case allottee is out of country, then he can courier a GPA/SPA (**After getting it attested from Notary Public or the Indian Consulate/Indian Embassy**) in favour of his blood relative and the relative can complete the process. In such case , once received in India, it has to be verified and stamped, only after which it can be used in India.

2. In case allottee is presently available in NCR and going abroad or going anywhere, from where he will not be able to come personally for the registration, then in that case a GPA/SPA can be registered in Noida or the place where the person ordinarily lives in favour of his blood relative.

There are Two types of Power of Attorney.

General Power of attorney : It allows one person to authorize the other person to do things as provided in the Deed of General power of attorney ranging from registration of flat, its renting and even the sale of the flat. Only the powers conferred by the General power of Attorney are effective.

Special power of attorney is made for only one task such as just for getting the registration done and taking over the Possession.

Please note that All Power of Attorneys are revocable. The Power of Attorney should be compulsorily registered. Notarized Power of Attorneys are not accepted by the Government offices for the registration.

Question 2 : Process of Power of Attorney to be sent from outside of India

1. Sign on each and every page of SPA.
2. Get it Notarized from Notary Public or attested from Indian Consulate /Ambassy.
3. Paste your Photograph on Page No. 01 and Self Attest your Photograph
4. Send copy of ID of the Executant living outside India
5. Send the above documents through Courier to the POA holder.
6. After Receiving in India get it stamped within 90 days from the date of execution of POA.

For Stamping, copy of Id proof of POA Holder and Envelope in which the Power of Attorney is sent is required as a proof.

The POA could be stamped in Noida or any place in which the POA holder resides.

Question 3 : How to and from where to get the POA registered in case allottee resides in India?

The POA can be registered in Noida or any place at which Executant resides. The POA is registered in the office of Sub Registrar.



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Current Projects which are entrusted to us :

As on date the following Builder Projects are entrusted to us :

1. Paras Tierea, Sector 137 Noida

2. Paras Seasons, Sector 168 Noida

3. Logix Blossom County, Sector 137, Noida (exclusive registration carried by us) (See <http://www.logixgroup.in/blossom-county.php> and Click registry)

4. Saha Meghdutam, Sector 50, Noida (exclusive registration carried by us)

5. Logix Technova Sector 132 Noida (exclusive registration carried by us)

6. Logix City Center Sector 32 Noida (exclusive registration carried by us)

7. Logix Blossom Greens, Sector 143, Noida (exclusive registration carried by us) (See <http://www.logixgroup.in/blossom-greens.php> and Click Registry)

8. Sunworld Vanalika Sector 107 Noida (exclusive registration carried by us) (See <http://sunworld.in/> Select Vanalika and then Select Registry)

9. Sikka Karmic Greens Sector 78 Noida

10. Sikka Karnam Greens Sector 143 Noida

11. Logix Blossom Zest, Sector 143, Noida (exclusive registration carried by us) (See <http://www.logixgroup.in/blossom-zest.php> and Click Registry)

12. Sunworld Arista Sector 168 Noida - Registries to be started in September first week.



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How to Calculate Stamp Duty for :

Amarapali Sapphire (Sector 45)

The Stamp Duty is 5% of the Circle Rate value or the Sale value (Purchase Price) whichever is more.

Different Floors have different Circle Rates which is as follows

Floor	Rate in Rs. per Sq. Mtr.	Rate in Rs. per Sq. Ft.
Ground to Third Floor	50000	4645.113
4 th	49000	4552.211
5 th	48000	4459.309
6 th	47000	4366.407
7 th	46000	4273.504
8 th	45000	4180.602
9 th	44000	4087.7
10 th	43000	3994.797
11 th	42000	3901.895
12 th	41000	3808.993
13th and Above	40000	3716.091

Parking Circle Rate : For each Covered Car parking : Rs. 3,00,000/-

For each open Car parking : Rs. 1,50,000/-

Circle Rate Value = Flat Size x Circle Rate + Parking Circle Rate

Sale value (Purchase Price): The Total price on the page 3 written in flat allotment agreement/ builder Buyer Agreement

Stamp Duty is 5% of the Circle Rate value or the Sale value (Purchase Price) whichever is more



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Samreddhi Documentation benefits :

1. Single Point of Contact : The Allottee has to contact one firm only for all works, He doesn't need to visit anywhere. We complete every task on behalf of the allottee. There is single point for Documents Collection, Documents Depositing, acquiring E Stamp.

Coordination between the builder, Authority and Client is done by our firm.

Anything and Everything required for registry is carried on by us. The allottee is treated as a king and he will be at peace all times. The allottee just has to deposit documents and visit for registry.

2. Response Time and Modes of Communication: We are available on Phone, E Mail, Whatsapp, Facebook. We have a web site www.samreddhi.com which can be accessed easily. It is very easy to contact us and we offer 24x7 support. Status of the registry can also be tracked on the website

3. Quality preferred over Quantity :

a.) High Quality bond paper of not Less than 100 GSM is used by us for all registry documents which have long life expectancy.

b.) Only Original Toners and Professional Printers are used for printing registry Documents.

c.) The Allottee can track his registry status just by logging on www.samreddhi.com and entering his registered mobile number. He will be shown the exact status of registry and the time expected.

d.) A Scanned copy of the registry is provided by us on his registered email id.

e.) CRM of builder is given a training for understanding the whole process and to simplify the process.

f.) The Firm has a full fledged office in Noida having all the modern facilities