

Manoj Kumar Srivastav
Advocate

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Court Address:
Room No.2 N/13Moti Lal
Adivakta Bhawan,
(Near Kanpur Bar Association),
Civil Court Compound Kanpur.
RESIDENCE/OFFICE:
106/383 Gandhi Nagar,
P. Road Opp. Lenin park
(Durga Mandir), Kanpur.

E-6

Annexure – B: Report of Investigation of Title in respect of immovable Property.

(All columns/items are to be completed/commented by the panel advocate)

1	a)Name of the Branch/ Business Unit/Office seeking opinion.	DGM, State Bank of India, Overseas Branch, Kanpur
	b)Reference No. and date of the letter under the cover of which the documents tendered for scrutiny are forwarded.	
	c) Name of the Borrower.	M/s Rustam Foods Pvt Limited Plot No. E-28, Industrial Area-I, through Director
2	a)Name of the unit / concern / company / person offering the property/ (ies) as security.	Mohd. Salim S/o Hazi Gulam Rasool R/o Kasba Khanpur, Pargana & Distt. Auraiya.
	b)Constitution of the unit / concern / person/body/authority offering the property for creation of charge.	Unit.
	c)State as to under what capacity is security offered (whether as joint applicant or borrower or as guarantor, etc.)	Mortgagor/Borrower
3.	Complete or full description of the immovable property/ (ies) offered as security including the following details.	Residential Plot, Area 26.765 Sq Mts, at Mohalla Tilak Nagar, Pargana & Distt. Auraiya,
	(a) Survey No.	Residential Plot, Area 26.765 Sq Mts, at Mohalla Tilak Nagar, Pargana & Distt. Auraiya.
	(b)Door/House no. (in case of house property)	
	(c) Extent/ area including plinth/ built up area in case of house property	Area 26.765 Sq Mts
	(d) Locations like name of the place, village, city, registration, sub-district etc. Boundaries.	Residential Plot, Area 26.765 Sq Mts, at Mohalla Tilak Nagar, Pargana & Distt. Auraiya: East – Plot Javed S/o Samiullah.



	registering authorities or any other records reveal registration of multiple title documents in respect of the property in question?	
8.	<p>Chain of title tracing the title from the oldest title deed to the latest title deed establishing title of the property in question from the predecessors in title/interest to the current title holder. And wherever Minor's interest or other clog on title is involved, search should be made for a further period, depending on the need for clearance of such clog on the Title.</p> <p>In case of property offered as security for loans of Rs.1.00 crore and above, search of title/ encumbrances for a period of not less than 30 years is mandatory.(Separate Sheets may be used)</p> <p>I have examined the documents relating to the title of the holder in the property and I also gave my careful thought to the legal aspect of the case in view to safeguard in the respect of the Bank. From the perusal of the Sale Deed dated 27-08-2013. Whereas Mohd. Sabir S/o Abdul Rafiq R/o Purwa Rawat, Tehsil Bidhoona Distt. Auraiya owner in possession of Residential Plot, Area 26.765 Sq Mts, at Mohalla Tilak Nagar, Pargana & Distt. Auraiya. Whereas Mohd. Sabir S/o Abdul Rafiq R/o Purwa Rawat, Tehsil Bidhoona Distt. Auraiya executed a registered Sale Deed dated 27-08-2013 of Residential Plot, Area 26.765 Sq Mts, at Mohalla Tilak Nagar, Pargana & Distt. Auraiya to Shri Mohd. Salim S/o Hazi Gulam Rasool R/o Kasba Khanpur, Pargana & Distt. Auraiya which was duly registered in the office of Sub-Registrar, Auraiya at Book No. 1, Volume 4062, on Pages 309 to 344 at Serial No.7005 on 30-08-2013.</p> <p>Thus Mohd. Salim S/o Hazi Gulam Rasool R/o Kasba Khanpur, Pargana & Distt. Auraiya bears marketable and mortgable rights. I have gone the proper search for 30 years in respect of the said property as required in law and instructed by you.</p>	
9.	Nature of Title of the intended Mortgagor over the Property (whether full ownership rights, Leasehold Rights, Occupancy/ Possessory Rights or Inam Holder or Govt. Grantee/Allottee etc.)	Freehold rights
10.	If leasehold, whether;	No
	a)lease Deed is duly stamped and registered	N/A
	b)lessee is permitted to mortgage the Leasehold right,	N/A
	c)duration of the Lease/unexpired period of lease,	N/A
	d)if, a sub-lease, check the lease deed in favour of Lessee as to whether Lease deed permits sub-leasing and mortgage by Sub-Lessee also.	N/A
	e)Whether the leasehold rights permits for the creation of any superstructure (if applicable)?	N/A
	f)Right to get renewal of the leasehold rights and nature thereof.	N/A



11.	If Govt. grant/ allotment/Lease-cum/Sale Agreement, whether;	No
	grant/ agreement etc. provides for alienable rights to the mortgagor with or without conditions,	No
	the mortgagor is competent to create charge on such property,	No
	whether any permission from Govt. or any other authority is required for creation of mortgage and if so whether such valid permission is available.	No
12.	If occupancy right, whether;	No
	a)Such right is heritable and transferable,	No
	b)Mortgage can be created.	No
13.	Nature of Minor's interest, if any and if so, whether creation of mortgage could be possible, the modalities/procedure to be followed including court permission to be obtained and the reasons for coming to such conclusion.	No
14.	If the property has been transferred by way of Gift/Settlement Deed, whether;	No
	a) The Gift/Settlement Deed is duly stamped and registered;	No
	b) The Gift/Settlement Deed has been attested by two witnesses;	No
	c) The Gift/Settlement Deed transfers the property to Donee;	No
	d) Whether the Donee has accepted the gift by signing the Gift/Settlement Deed or by a separated writing or by implication or by actions;	No
	e) Whether there is any restriction on the Donor in executing the gift/settlement deed in question;	No
	f) Whether the Donee is in possession of the gifted property;	No
	g) Whether any life interest is reserved for the Donor or any other person and whether there is a need for any other person to join the creation of mortgage;	No
	h) Any other aspect affecting the validity of the title passed through the gift/settlement deed.	No
15.	(a) In case of partition/family settlement deeds, whether the original deed is available for deposit. If not the modality/procedure to be followed to create a valid and enforceable mortgage.	No



	(b) Whether mutation has been effected and whether the mortgagor is in possession and enjoyment of his share.	No
	(c) Whether the partition made is valid in law and the mortgagor has acquired a mortgagable title thereon.	No
	(d) In respect of partition by a decree of court, whether such decree has become final and all other conditions/ formalities are completed/ complied with.	No
	(e) Whether any of the documents in question are executed in counterparts or in more than one set? If so, additional precautions to be taken for avoiding multiple mortgages?	No
16.	Whether the title documents include any testamentary documents /wills? (a) In case of wills, whether the will is registered will or unregistered will?	No
	(b) Whether will in the matter needs a mandatory probate and if so whether the same is probated by a competent court?	No
	(c) Whether the property is mutated on the basis of will?	No
	(d) Whether the original will is available?	No
	(e) Whether the original death certificate of the testator is available?	No
	(f) What are the circumstances and/or documents to establish the will in question is the last and final will of the testator? (Comments on the circumstances such as the availability of a declaration by all the beneficiaries about the genuineness/ validity of the will, all parties have acted upon the will, etc., which are relevant to rely on the will, availability of Mother/Original title deeds are to be explained.)	No
17.	(a) Whether the property is subject to any wakf rights?	No
	(b) Whether the property belongs to church/ temple or any religious/other institutions having any restriction in creation of charges on such properties?	No
	(c) Precautions/ permissions, if any in respect of the above cases for creation of mortgage?	No
18.	(a) Where the property is a HUF/joint family property, mortgage is created for family benefit/legal necessity, whether the Major Coparceners have no objection/join in execution, minor's share if any, rights of	No



	female members etc.	
	(b) Please also comment on any other aspect which may adversely affect the validity of security in such cases?	No
19.	(a) Whether the property belongs to any trust or is subject to the rights of any trust?	No
	(b) Whether the trust is a private or public trust and whether trust deed specifically authorizes the mortgage of the property?	No
	(c) If so additional precautions/permissions to be obtained for creation of valid mortgage?	No
	(d) Requirements, if any for creation of mortgage as per the central/state laws applicable to the trust in the matter.	No
20.	(a) If the property is Agricultural land, whether the local laws permit mortgage of Agricultural land and whether there are any restrictions for creation/enforcement of mortgage.	Please obtain an affidavit.
	(b) In case of agricultural property other relevant records/documents as per local laws, if any are to be verified to ensure the validity of the title and right to enforce the mortgage?	N/A
	(c) In the case of conversion of Agricultural land for commercial purposes or otherwise, whether requisite procedure followed / permission obtained.	N/A
21.	Whether the property is affected by any local laws or other regulations having a bearing on the creation security (viz. Agricultural Laws, weaker Sections, minorities, Land Laws, SEZ regulations, Coastal Zone Regulations, Environmental Clearance, etc.),	No
22.	(a) Whether the property is subject to any pending or proposed land acquisition proceedings?	No
	(b) Whether any search/enquiry is made with the Land Acquisition Office and the outcome of such search/enquiry.	No
23.	(a) Whether the property is involved in or subject matter of any litigation which is pending or concluded?	An affidavit obtained from the borrower subject to condition
	(b) If so, whether such litigation would adversely affect the creation of a valid mortgage or have any implication of its future enforcement?	No
	(c) Whether the title documents have any court seal/ marking which points out any litigation/ attachment/security to court in respect of the property in question? In such case please	No



	comment on such seal/marking.	
24.	(a) In case of partnership firm, whether the property belongs to the firm and the deed is properly registered.	No
	(b) Property belonging to partners, whether thrown on hotchpot? Whether formalities for the same have been completed as per applicable laws?	No
	(c) Whether the person(s) creating mortgage has/have authority to create mortgage for and on behalf of the firm.	No
25.	Whether the property belongs to a Limited Company, check the Borrowing powers, Board resolution, authorisation to create mortgage/execution of documents, Registration of any prior charges with the Company Registrar (ROC), Articles of Association /provision for common seal etc.	Yes, Private Limited company
26.	In case of Societies, Association, the required authority/power to borrower and whether the mortgage can be created, and the requisite resolutions, bye-laws.	No
27.	(a) Whether any POA is involved in the chain of title?	No
	(b) Whether the POA involved is one coupled with interest, i.e. a Development Agreement-cum-Power of Attorney. If so, please clarify whether the same is a registered document and hence it has created an interest in favour of the builder/developer and as such is irrevocable as per law.	No
	(c) In case the title document is executed by the POA holder, please clarify whether the POA involved is (i) one executed by the Builders viz. Companies/ Firms/Individual or Proprietary Concerns in favour of their Partners / Employees / Authorized Representatives to sign Flat Allotment Letters, NOCs, Agreements of Sale, Sale Deeds, etc. in favour of buyers of flats/units (Builder's POA) or (ii) other type of POA (Common POA).	No
	(d) In case of Builder's POA, whether a certified copy of POA is available and the same has been verified/compared with the original POA.	No
	(e) In case of Common POA (i.e. POA other than Builder's POA), please clarify the	No



	following clauses in respect of POA.	
	<p>i. Whether the original POA is verified and the title investigation is done on the basis of original POA?</p> <p>ii. Whether the POA is a registered one?</p> <p>iii. Whether the POA is a special or general one?</p> <p>iv. Whether the POA contains a specific authority for execution of title document in question?</p>	No
	(f) Whether the POA was in force and not revoked or had become invalid on the date of execution of the document in question? (Please clarify whether the same has been ascertained from the office of sub-registrar also?)	No
	(g) Please comment on the genuineness of POA?	No
	(h) The unequivocal opinion on the enforceability and validity of the POA?	No
28.	Whether mortgage is being created by a POA holder, check genuineness of the Power of Attorney and the extent of the powers given therein and whether the same is properly executed/ stamped/ authenticated in terms of the Law of the place, where it is executed.	No
29.	<p>If the property is a flat/apartment or residential/commercial complex, check and comment on the following:</p> <p>(a) Promoter's/Land owner's title to the land/ building;</p> <p>(b) Development Agreement/Power of Attorney;</p> <p>(c) Extent of authority of the Developer/builder;</p> <p>(d) Independent title verification of the Land and/or building in question;</p> <p>(e) Agreement for sale (duly registered);</p> <p>(f) Payment of proper stamp duty;</p> <p>(g) Requirement of registration of sale agreement, development agreement, POA, etc.;</p> <p>(h) Approval of building plan, permission of appropriate/local authority, etc.;</p>	No



	<p>(i) Conveyance in favour of Society/ Condominium concerned;</p> <p>(j) Occupancy Certificate/allotment letter/letter of possession;</p> <p>(k) Membership details in the Society etc.;</p> <p>(l) Share Certificates;</p> <p>(m) No Objection Letter from the Society;</p> <p>(n) All legal requirements under the local/Municipal laws, regarding ownership of flats/Apartments/Building Regulations, Development Control Regulations, Co-operative Societies' Laws etc.;</p> <p>(o) Requirements, for noting the Bank charges on the records of the Housing Society, if any;</p> <p>(p) If the property is a vacant land and construction is yet to be made, approval of layout and other precautions, if any.</p> <p>(q) Whether the numbering pattern of the units/flats tally in all documents such as approved plan, agreement plan, etc.</p>	
30.	Encumbrances, Attachments, and/or claims whether of Government, Central or State or other Local authorities or Third Party claims, Liens etc. and details thereof.	No
31.	The period covered under the Encumbrances Certificate and the name of the person in whose favour the encumbrance is created and if so, satisfaction of charge, if any.	I have inspected the available records in respect of the aforesaid property for the period 1989 to 2018, 30 years (up to date and found no registered encumbrance in the records made available to me.
32.	Details regarding property tax or land revenue or other statutory dues paid/payable as on date and if not paid, what remedy?	An affidavit obtained from the borrower.
33.	(a) Urban land ceiling clearance, whether required and if so, details thereon. (b) Whether No Objection Certificate under the Income Tax Act is required/ obtained.	No
34.	Details of RTC extracts/mutation extracts/ Katha extracts pertaining to the property in question.	No
35.	Whether the name of mortgagor is reflected as owner in the revenue/Municipal/Village records?	No



	certified etc., as also any precaution to be taken by the Bank in this regard.	
43.	Whether the governing law/constitutional documents of the mortgagor (other than natural persons) permits creation of mortgage and additional precautions, if any to be taken in such cases.	No
44.	Additional aspects relevant for investigation of title as per local laws.	No
45.	Additional suggestions, if any to safeguard the interest of Bank/ ensuring the perfection of security.	No
46.	The specific persons who are required to create mortgage/to deposit documents creating mortgage.	Mohd. Salim S/o Hazi Gulam Rasool R/o Kasba Khanpur, Pargana & Distt. Auraiya.

Note: In case separate sheets are required, the same may be used, signed and annexed.

Date :03/06/2018
Place: Kanpur

Signature of the Advocate
(Manoj Kumar Srivastav)
Advocate



Annexure – C: Certificate of title.

I have examined the Original Title Deeds intended to be deposited relating to the schedule property/(ies) and offered as security by way of **Equitable Mortgage** (*please specify the kind of mortgage) and that the documents of title referred to in the Opinion are valid evidence of Right, title and Interest and that if the said Registered/ Equitable Mortgage is created, it will satisfy the requirements of creation of Registered/ Equitable Mortgage and I further certify that:

2. I have examined the Documents in detail, taking into account all the Guidelines in the check list vide Annexure B and the other relevant factors.

3. I confirm having made a search in the Land/ Revenue records. I also confirm having verified and checked the records of the relevant Government Offices, /Sub-Registrar(s) Office(s), Revenue Records, Municipal/ Panchayat Office, Land Acquisition Office, Registrar of Companies Office, Wakf Board (wherever applicable). I do not find anything adverse which would prevent the Title Holders from creating a valid Mortgage. I am liable /responsible, if any loss is caused to the Bank due to negligence on my part or by my agent in making search.

4. Following scrutiny of Land Records/ Revenue Records, relative Title Deeds, certified copies of such title deeds obtained from the concerned registrar office and encumbrance certificate (EC), I hereby certify the genuineness of the Title Deeds. Suspicious/ Doubt, if any, has been clarified by making necessary enquiries.

5. There are no prior Mortgage/ Charges/ encumbrances whatsoever, as could be seen from the Encumbrance Certificate for the period from 1989 to 2018 pertaining to the Immovable Property/(ies) covered by above said Title Deeds. The property is free from all Encumbrances.

6. In case of second/subsequent charge in favour of the Bank, there are no other mortgages/charges other than already stated in the Loan documents and agreed to by the Mortgagor and the Bank (Delete, whichever is inapplicable).

7. Minor/(s) and his/ their interest in the property/(ies) is to the extent of _____ (Specify the share of the Minor with Name). (Strike out if not applicable). **N/A**

8. The Mortgage if created, will be available to the Bank for the Liability of the Intending Borrower, M/s Rustam Foods Pvt Limited Plot No. E-28, Industrial Area- I, through Director.

9. I certify that Mohd. Salim S/o Hazi Gulam Rasool R/o Kasba Khanpur, Pargana & Distt. Auraiyahas an absolute, clear and Marketable title over the Schedule property/ (ies). I further certify that the above title deeds are genuine and a valid mortgage can be created and the said Mortgage would be enforceable.

10. In case of creation of Mortgage by Deposit of title deeds, we certify that the deposit of following title deeds/ documents would create a valid and enforceable mortgage:

1. Original Sale Deed dated 27-08-2013, Doc. No. 7005.
2. Copy of Mutation Order of Plot.
3. Original/ Certified copy of deed dt 1996. E

11. There are no legal impediments for creation of the Mortgage under any applicable Law/ Rules in force.



SCHEDULE OF THE PROPERTY (IES)

Residential Plot, Area 26.765 Sq Mts, at Mohalla Tilak Nagar, Pargana & Distt. Auraiya.

East – Plot Javed S/o Samiullah.

West– Plot Asgar.

North – Land Hazi Mohammad Salim.

South – Road Auraiya- Etawah, NH-2.

Place : Kanpur

Date : 03 /06/2018

Signature of the Advocate

(Manoj Kumar Srivastav)



File No.	RKA/DNCR/...../.....
Date of Receiving	
File Receiver Name	

CASE COLLECTION FORM
 (Version 5.0)
 Date of implementation: 9.02.2011 | Last Revision: 30.01.2020 | Latest Revision: 31.10.2020

Items	Assigned To	Assigned to Date	To be completed by date	Submitted On date	Grade	HOD Engg. Signature
File Received By		NA	NA			
Survey						
Preparation						

A - Very Good, B - Satisfactory, C - Average, D - Poor, E - Extremely Poor

File Returned to HOD Engg. unprepared due to reason	<input type="checkbox"/> Survey not done properly, <input type="checkbox"/> Survey Form not properly filled, <input type="checkbox"/> Market survey for rates is not properly done, <input type="checkbox"/> Identification is not clearly done, <input type="checkbox"/> Measurement is not properly done, <input type="checkbox"/> Photographs not clearly taken, <input type="checkbox"/> Selfie/ Owner or owner representative photo not taken, <input type="checkbox"/> Owner/ owner representative signature not taken, <input type="checkbox"/> Google Map not taken, <input type="checkbox"/> Survey summary sheet not filled
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In case File is returned by the preparer - HOD Engg. comment & Signature	<input type="checkbox"/> Minor defects in the survey hence approved for preparation with warning to Surveyor. Report preparer to collect the missing information on his own. <input type="checkbox"/> Major defects in the survey. Survey has to be done again.
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GENERAL DETAILS

1.	Proposal/ Work Order or Ref. No.				
2.	Type of Service	<input checked="" type="checkbox"/> Valuation Report, <input type="checkbox"/> Construction cost estimate, <input type="checkbox"/> Cost vetting certificate <input type="checkbox"/> Other CE Certificates, <input type="checkbox"/> TEV Report, <input type="checkbox"/> LIE			
3.	Type of customer	<input checked="" type="checkbox"/> Bank <input type="checkbox"/> PSU <input type="checkbox"/> NBFC <input type="checkbox"/> Corporate <input type="checkbox"/> Company <input type="checkbox"/> Private client <input type="checkbox"/> Direct client through Bank			
4.	Bank/ FI/ Organization Name & Address	SBI Overseas Branch, Kampur (WA)			
5.	Case Allotment Officer/ Fees paying party Details	Name	Contact Number	Email Id	
6.	Case Type	<input type="checkbox"/> Case for Fresh Account		<input checked="" type="checkbox"/> Case for exiting account/ customer	
7.	Fees Details	Amount of Fees	Advance Amount if any	Fees will be paid by	
				<input type="checkbox"/> Bank <input type="checkbox"/> Customer	
8.	Billing Details	Billed To Party Name			GSTIN

CASE DETAILS

1.	Type of Property	Commercial Property.		
2.	Purpose of Valuation/Assignment	<input type="checkbox"/> Value assessment of the asset for creating new collateral mortgage <input checked="" type="checkbox"/> Periodic Re-Valuation for Bank, <input type="checkbox"/> Distress sale for NPA A/c., <input type="checkbox"/> For DRT Recovery purpose, <input type="checkbox"/> Capital Gains Wealth Tax purpose <input type="checkbox"/> Partition purpose, <input type="checkbox"/> General Value Assessment <input type="checkbox"/> Any other:		
3.	Owner/ Applicant Details	Name	Contact Number	Email Id
		Mohd. Solim		
4.	Account Name	MIS - Rustam. Foods Pvt. Ltd.		
5.	Property Address	Mohalla - Tilak Nagar, Pargana & Tehsil of Distt. Auraiya (U.P.) → Near Khampur - Distt		
6.	Who will coordinate on site for the site survey	Name	Contact Number	
		Mr. Esrar.		
7.	Preferred time of survey	Date	16-11-2021	Time
				03:10.
8.	Documents Received (Any one ownership document and approved site plan/ map is must)	1. Ownership Documents: <input type="checkbox"/> Sale Deed, <input type="checkbox"/> Power of Attorney, <input type="checkbox"/> Registered Will, <input type="checkbox"/> Relinquishment Deed, <input type="checkbox"/> Transfer Deed, <input type="checkbox"/> Conveyance Deed, <input type="checkbox"/> Allotment Letter, <input type="checkbox"/> Possession Letter 2. Map: <input type="checkbox"/> Cizra Map, <input type="checkbox"/> Approved Map, <input type="checkbox"/> Site Plan 3. Utility Bills: <input type="checkbox"/> Electricity Bill & payment receipt, <input type="checkbox"/> Water Bill & payment receipt, <input type="checkbox"/> House Tax demand & payment receipt 4. Any Other document: <input type="checkbox"/> CLU, <input checked="" type="checkbox"/> TIR Report, <input type="checkbox"/> Agreement to Sale, <input type="checkbox"/> Old Valuation Report 5. No documents provided: <input type="checkbox"/>		
9.	Documents received from	Delhi office (Mr. Sachin Pandey)		
10.	Special Instructions if any:	Near Khampur - Distt over Bridge Auraiya - Etawah Road.		
11.	I agree to pay the amount mentioned above for the preparation of Valuation Report. I agree that I'll not put pressure on Valuer firm to distort any facts and would not try to influence any member or official of the firm in the ill spirit or vested interest and to benefit any individual or organization by any means illegitimately.			
	Customer Signature:			

FILE RECEIVER CASE COLLECTION PROCESS COMPLIANCE CHECKLIST*(To be filled by Surveyor)*

S.NO.	COMPLIANCE CHECKLIST	STATUS	APPROVER SIGNATURE/ REMARKS IN CASE OF ANY (X)
1.	Is Case collection Form properly filled by Receiver?	<input type="checkbox"/>	
2.	Is purpose of the assignment understood clearly by the receiver?	<input type="checkbox"/>	
3.	Has receiver checked if this is a new case or existing case of the Bank?	<input type="checkbox"/>	
4.	Has receiver fixed the fees with the manager/ client and sent quotation properly or have taken approval of the work over email?	<input type="checkbox"/>	
5.	Has receiver taken proper Work Order/ Email/ CESA form formality?	<input type="checkbox"/>	
6.	In case of private case or for fresh case 50% advance is received?	<input type="checkbox"/>	
7.	Is document checklist email sent to the customer?	<input type="checkbox"/>	
8.	Has the received documents is having 'documents provided by stamp'?	<input type="checkbox"/>	

IMPORTANT INSTRUCTIONS TO SURVEYOR

1.	Please fill the above compliance checklist before moving for the survey.
2.	Please do not do the survey if you do not have proper documents.
3.	For Vacant Plot/ Land – Cizra Map/ Master/ Zonal/ Site Plan is must to identify the Plot. For Agriculture or converted land from agriculture – Mutation documents, CLU is must.
4.	Firstly please first study the documents of the property which needs to get surveyed.
5.	Mark the Owner/ Area/ Boundaries mentioned in the ownership documents with bold florescent marker pen before moving for the survey. During site survey if any difference is found in the above fields from the ownership documents then please contact the owner immediately to know the reason for the difference.
6.	Confirm ongoing property rates in the subject location through public domain, property sites and contact dealers to show you the available properties in that area during your survey.
7.	Identify the Property clearly by matching the boundaries and area mentioned in the property papers.
8.	Do sample physical or google measurements of the property.
9.	PHOTOGRAPH INSTRUCTIONS: a. Take owner/ representative photograph along with the property. b. Take your selfie along with the property and the owner/ representative. c. Take full scale photo of the property with gate. d. Take photo of the property along with abutting road, towards left, right and center. e. Take multiple photos of inside-out of the property. f. Take nearby photographs of the Property. g. Take a short video to cover property and neighborhood.
10.	Take Google Map location.
11.	Check main road name & width and approach road width and distance of property from main road.
12.	Check Jurisdiction Municipal Limits & Ward Name.
13.	Fill each column of survey form diligently in detail and tick the appropriate option clearly.
14.	Check any defects or negativity in the property and comment in detail on survey form.
15.	Do extensive market rate enquiries and confirm for any recent past transactions.
16.	In case customer appears to be providing misleading information to you or trying to influence you by money or cash then immediately report to the Management & Bank.

GRADE	PARAMETERS/ CRITERIA
A	<p>In case all the points below are done properly, timely with full care and diligence:</p> <ol style="list-style-type: none"> 1. Survey started with proper work order and knowing the source of payment. 2. Survey done with proper documents. 3. Done complete homework and studied the documents properly with highlighting the main points before moving for the survey. 4. Chosen correct survey form as per the property type. 5. All fields of Survey form are properly filled. 6. All site special observations and negative and positive factors are clearly mentioned. 7. Self & client signatures taken on survey form. 8. Property rates information properly taken, mentioned and verified. 9. Site rough sketch plan made. 10. Proper photographs taken. 11. Selfie with property taken. 12. Selfie and owner photograph with property taken.
B	In case of 3 minor mistakes in any of the above points except Point 1, 2, 3, 4, 6, 8, 10, 11, 12 but all the points are covered.
C	In case of more than 3 minor mistakes and any 1 major mistake in any of the above points and if any points are completely missing except Point 1, 2, 3, 4, 6, 8, 10, 11, 12.
D	In case of 1 major mistake or missing of any 1 point out of 1, 2, 3, 4, 6, 8, 10, 11, 12.
E	In case of more than 1 major mistakes or missing of more than 1 point out of 1, 2, 3, 4, 6, 8, 10, 11, 12.

Note (Survey Grading Matrix):

1. For special assignments like LIE, Stock Valuation, etc. where till date survey format is not specified or released, in such cases point wise site observation report has to be submitted by the Surveyor duly signing it properly. Without signed Site Observation report, Point 4 will be considered as not done and will fall under Category E.
2. Similar Grading Matrix is issued for Case Collection & Report Preparation as well.

Note (Overall Grading Matrix):

1. In case client reports any careless mistake in the report for which revision has to be done in the report then in that case Grading Matrix may be revised and Grade E will be awarded.

SURVEY PROCESS COMPLIANCE CHECKLIST

(To be submitted by Surveyor with each Survey)

NO.	COMPLIANCE CHECKLIST POINTS	STATUS
1.	Did you take proper property documents to carry out the survey?	<input type="checkbox"/>
2.	Have you properly studied & highlighted Owner/ Area/ Boundaries in the property documents with bold florescent before moving for the survey?	<input type="checkbox"/>
3.	Did you check prominent landmark nearby the subject property and mentioned in the survey form?	<input type="checkbox"/>
4.	Did you identified the Property clearly by matching the boundaries and area mentioned in the property papers?	<input checked="" type="checkbox"/>
5.	Did you take Cizra Map/ Master/ Zonal/ Site Plan or Patwari help to identify the vacant land/ Plot?	<input type="checkbox"/>
6.	Did you check if property is merged with any other property or it is an independent property?	<input checked="" type="checkbox"/>
7.	Did you do sample physical or google measurements of the property in case of property more than 2500 sq.mtr?	<input type="checkbox"/>
8.	Did you check municipal limits/ jurisdiction/ ward?	<input checked="" type="checkbox"/>
9.	Did you take Google Map location and shared it to Maps whatsapp group?	<input checked="" type="checkbox"/>
10.	Did you check Main road name & width and its distance from the subject property?	<input checked="" type="checkbox"/>
11.	Did you check approach Lane width on which property is located?	<input type="checkbox"/>
12.	Have you taken property full scale photograph with gate?	<input type="checkbox"/>
13.	Have you taken owner/ representative photograph with the property?	<input type="checkbox"/>
14.	Have you taken your selfie with the property along with owner/ representative?	<input type="checkbox"/>
15.	Have you taken photograph of the property along with abutting road and towards left and right of the property?	<input type="checkbox"/>
16.	Have you taken multiple photographs of the property from inside-out?	<input type="checkbox"/>
17.	Did you check nearby development and whereabouts and commented on survey form?	<input type="checkbox"/>
18.	Did you check any defects or negativity in the property in terms of location, legality, disputes, marketability, salability, etc. and commented on survey form in detail?	<input type="checkbox"/>
19.	Have you filled all the columns of survey form including survey summary sheet properly?	<input type="checkbox"/>
20.	Did you draw site key plan (location map)?	<input checked="" type="checkbox"/>
21.	Did you draw rough site sketch plan?	<input checked="" type="checkbox"/>
22.	Have you taken self-attested documents from owner/ representative and stamped "documents provided by stamp"?	<input type="checkbox"/>
23.	Did you check any defects or negativity in the property in terms of location, legality, disputes, marketability, salability, etc. and commented on survey form in detail?	<input checked="" type="checkbox"/>
24.	Have you confirmed any recent past transactions during market enquiries and enquired property rates locally very rigorously?	<input type="checkbox"/>
25.	Did you take signatures of the owner/ representative on undertaking and survey summary sheet?	<input checked="" type="checkbox"/>
26.	Did you signed the undertaking?	<input checked="" type="checkbox"/>

For File No.	
Surveyor Name	Mehar Singh
Signature	
Date	16-11-2024

Valuation	Etawah - Kampur Road, 4251-11 & 10-37/21
Present Residence Address of the Owner/ Purchaser	
5. Property constitution	<input checked="" type="checkbox"/> Free Hold, <input type="checkbox"/> Lease Hold

LOCATION DETAILS

1. Adjoining Properties (Match it with papers with the help of compass or Sun direction and also confirm it with nearby people)	North	South	East	West		
	H/o omar Salim	Auranga Kambur do Etawah Road	H/o shop G114 G	o/o P/o omar		
2. Property Facing	<input type="checkbox"/> East Facing, <input type="checkbox"/> North Facing, <input type="checkbox"/> West Facing, <input checked="" type="checkbox"/> South Facing, <input type="checkbox"/> North-East Facing, <input type="checkbox"/> South-West Facing, <input type="checkbox"/> South-East Facing, <input type="checkbox"/> North-West Facing					
3. Landmark	Near Kampur chauraha -					
4. Ward Name/ No.						
5. Zone Name						
6. Main Road Name & Width and distance of the property from it	Name	Width	Distance from property			
	SH. 21,	100m	50.			
7. Approach Road Name & Width	100m Etawah to Kampur Road					
8. Location consideration of the Society	<input type="checkbox"/> Within Main city, <input type="checkbox"/> Within Good Urban developed Area, <input type="checkbox"/> Within developing area, <input type="checkbox"/> Highly posh locality, <input type="checkbox"/> Very Good, <input type="checkbox"/> Good, <input type="checkbox"/> Ordinary, <input type="checkbox"/> In interiors, <input type="checkbox"/> Remote area, <input type="checkbox"/> Backward, <input type="checkbox"/> Average, <input type="checkbox"/> Poor					
9. Location of the Flat	<input type="checkbox"/> Park Facing, <input type="checkbox"/> Pool Facing, <input type="checkbox"/> Road Facing, <input type="checkbox"/> Entrance North-East Facing, <input type="checkbox"/> Sunlight facing					
10. Characteristics of the Locality	<input checked="" type="checkbox"/> Urban developed, <input type="checkbox"/> Urban developing, <input type="checkbox"/> Semi Urban, <input type="checkbox"/> Rural, <input type="checkbox"/> Backward, <input type="checkbox"/> Industrial, <input type="checkbox"/> Institutional					
11. Category of Society/ Locality	<input checked="" type="checkbox"/> High End, <input type="checkbox"/> Normal, <input type="checkbox"/> Affordable Group Housing, <input type="checkbox"/> EWS, <input type="checkbox"/> HIG, <input type="checkbox"/> MIG, <input type="checkbox"/> LIG					
12. Utilities/ Facilities in the locality	<input type="checkbox"/> Lifts, <input type="checkbox"/> Garden, <input type="checkbox"/> Landscaping, <input type="checkbox"/> Swimming Pool, <input type="checkbox"/> Gym, <input type="checkbox"/> Club House, <input type="checkbox"/> Walk Trails, <input type="checkbox"/> Kids play zone, <input type="checkbox"/> 100% Power Backup					
13. Proximity to civic amenities	School	Hospital	Market	Metro	Railway Station	Airport
	200m	50	1 km	X	X	X
14. Any new development in surrounding area	Main Road, Etawah - Kampur Road Near Kampur - 4251-11					
15. Jurisdiction limits	<input type="checkbox"/> Nagar Nigam, <input type="checkbox"/> Nagar Panchayat, <input type="checkbox"/> Gram Panchayat, <input checked="" type="checkbox"/> Nagar Palika Parishad, <input type="checkbox"/> Area not within any municipal limits					
16. Jurisdiction Development Authority Name	<input type="checkbox"/> DDA, <input type="checkbox"/> GDA, <input type="checkbox"/> NOIDA, <input type="checkbox"/> GNIDA, <input type="checkbox"/> YEIDA, <input type="checkbox"/> HUDA,					

	<input type="checkbox"/> KMDA, <input type="checkbox"/> MDDA, <input type="checkbox"/> Any other Development Authority: <input type="checkbox"/> Area not within any development authority limits
17. Municipal Corporation Name	<input type="checkbox"/> NDMC, <input type="checkbox"/> SDMC, <input type="checkbox"/> EDMC, <input type="checkbox"/> Ghaziabad Municipal Corporation, <input type="checkbox"/> Gurgaon Municipal Corporation, <input type="checkbox"/> Faridabad Municipal Corporation, <input type="checkbox"/> Kolkata Municipal Corporation, <input type="checkbox"/> Dehradun Municipal Corporation, <input type="checkbox"/> Area not within any municipal limits, <input type="checkbox"/> Any other Municipal Corporation/ Municipality:

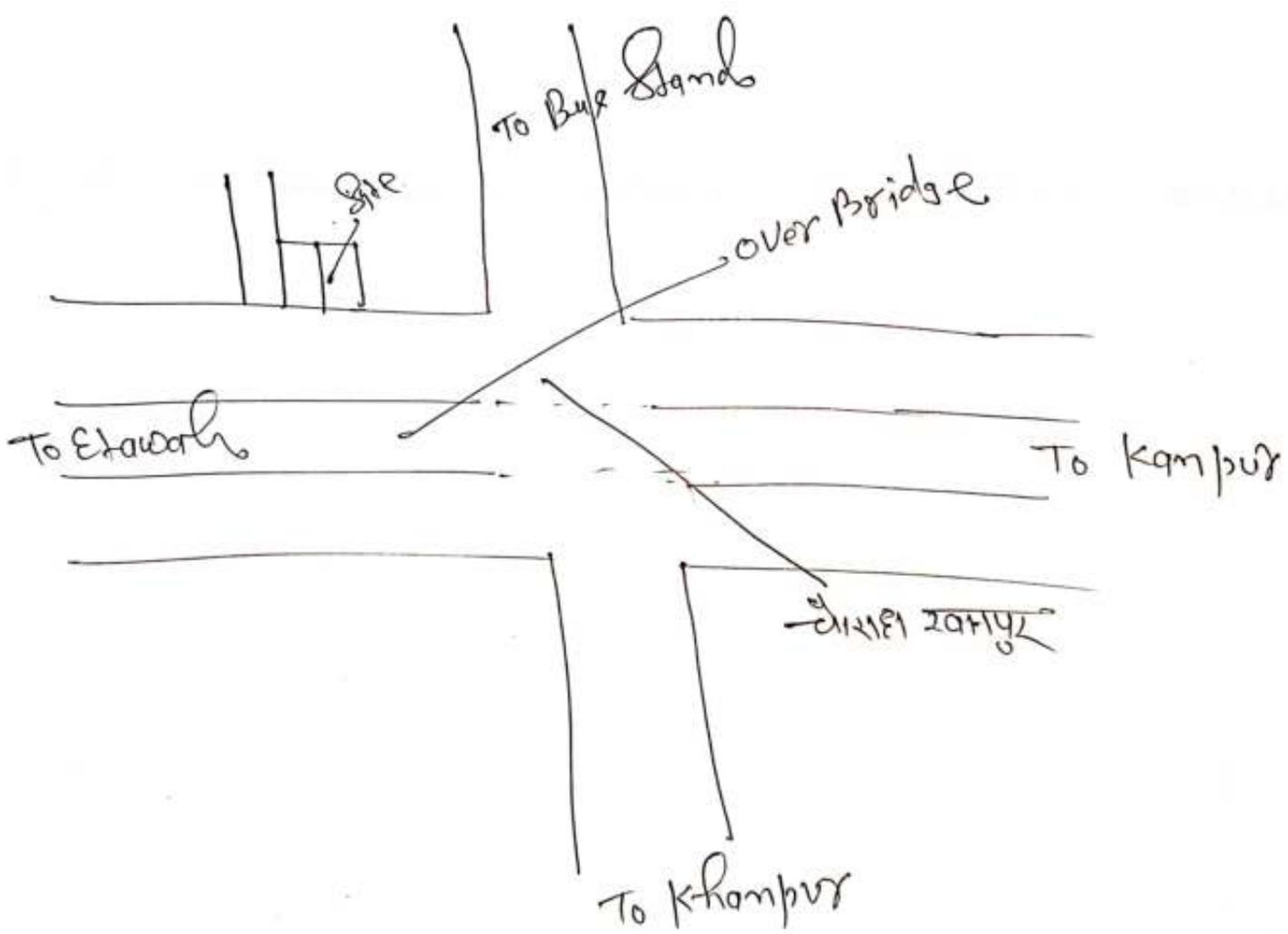
PHYSICAL DETAILS

1.	Land Area	As per Title deed	As per Map	As per site survey
		26.765 Sqm		
2.	Any conversion to the land use			
3.	Land Type	<input checked="" type="checkbox"/> Solid, <input type="checkbox"/> Rocky, <input type="checkbox"/> Marsh Land, <input type="checkbox"/> Reclaimed Land, <input type="checkbox"/> Water logged, <input type="checkbox"/> Land locked		
4.	Shape of the Land	<input checked="" type="checkbox"/> Square, <input type="checkbox"/> Rectangular, <input type="checkbox"/> Trapezium, <input type="checkbox"/> Triangular, <input type="checkbox"/> Trapezoid, <input type="checkbox"/> Irregular, <input type="checkbox"/> Couldn't confirm since not bounded, <input type="checkbox"/> NA		
5.	Level of Land	<input checked="" type="checkbox"/> On road level, <input type="checkbox"/> Below road level, <input type="checkbox"/> Above road level, <input type="checkbox"/> NA		
6.	Frontage to depth ratio	<input type="checkbox"/> Normal frontage, <input type="checkbox"/> Less frontage, <input type="checkbox"/> Large frontage, <input type="checkbox"/> NA		
7.	Are Boundaries matched	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No		
8.	Is Independent access available to the property?	<input type="checkbox"/> Clear independent access is available, <input checked="" type="checkbox"/> Access available in sharing of other adjoining property, <input type="checkbox"/> No clear access is available, <input type="checkbox"/> Access is closed due to dispute		
9.	Is property clearly demarcated with permanent boundaries?	<input checked="" type="checkbox"/> Yes, <input checked="" type="checkbox"/> No, <input checked="" type="checkbox"/> Only with Temporary boundaries		
10.	Is the property merged or colluded with any other property	Yes.		
11.	Property currently possessed by	<input checked="" type="checkbox"/> Owner, <input type="checkbox"/> Vacant open land, <input type="checkbox"/> Lessee, <input type="checkbox"/> Under Construction, <input type="checkbox"/> Couldn't be Surveyed, <input type="checkbox"/> Property was locked, <input type="checkbox"/> Bank sealed, <input type="checkbox"/> Court sealed		
12.	Garden/ Landscaping	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No, <input checked="" type="checkbox"/> Beautiful, <input type="checkbox"/> Ordinary		
13.	Boundary Wall (Only for individual property)	Height:	Width:	Finish:
14.	Guard Room	<input type="checkbox"/> Yes, <input type="checkbox"/> No, <input type="checkbox"/> Area:		
15.	Water arrangements	<input type="checkbox"/> Jet pump, <input type="checkbox"/> Submersible, <input type="checkbox"/> Jal board supply		
16.	Power connection	<input type="checkbox"/> No power line available within 5 Kms radius, <input type="checkbox"/> State owned power distribution company line available		
17.	Current activity carried out on the Land	<input checked="" type="checkbox"/> Vacant, <input type="checkbox"/> Farming, <input type="checkbox"/> Animal husbandry		
18.	Special comments if any			

MARKETABILITY/ SELABILITY/ UTILITY DETAILS

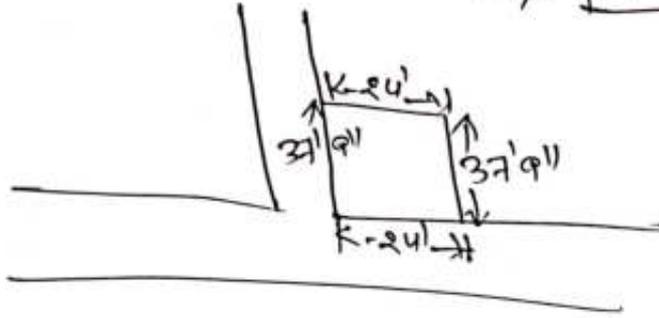
Any issues in marketability of the property?	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No Reason in case of No: <input type="checkbox"/> Location, <input type="checkbox"/> Surrounding, <input type="checkbox"/> Legal aspects, <input type="checkbox"/> Demand, <input type="checkbox"/> Shape, <input type="checkbox"/> Any Other:	
2. How is Demand & Supply condition in the Market of such properties?	Demand	<input checked="" type="checkbox"/> Very Good, <input type="checkbox"/> Good, <input type="checkbox"/> Average, <input type="checkbox"/> Low, <input type="checkbox"/> Poor
	Supply	<input checked="" type="checkbox"/> Very Good, <input type="checkbox"/> Good, <input type="checkbox"/> Average, <input type="checkbox"/> Low, <input type="checkbox"/> Poor
3. Is property easily sellable & marketable?	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No Comments:	
4. How is the current utility of the property?	<input checked="" type="checkbox"/> Excellent, <input type="checkbox"/> Very Good, <input type="checkbox"/> Good, <input type="checkbox"/> Average, <input type="checkbox"/> Low, <input type="checkbox"/> Poor	
5. At what True rate Owner bought this Property?	Year of purchase	
	Purchase Price	

USE THIS SPACE FOR PROVIDING ANY ADDITIONAL DETAILS/ INFORMATION



DRAW SITE KEY PLAN & SKETCH PLAN

एक साथ यापरी २ क्लास से
Combined की
As per side



PROPERTY MARKET COMPARABLE RATE INFORMATION DETAILS

(Available for Sale or Transaction already happened in past)

Particulars	Subject Property	Comparable 1	Comparable 2	Comparable 3
1. Name (source of information)	NA	Handwritten signature		
2. Contact No.	NA	9557541782		
3. Type of source of information (Seller/ Property dealer/ nearby people)	NA	Nearby People		
4. Rates/ Price informed	NA			
5. Rates Type (Sale/ Buy)	NA			
6. Shape of the Property (Square, Rectangular, Irregular)		Square		
7. Area/ Size of the Property		27.765 Sqm		
8. Legal Status (clear, negative, weak)/ No. of owners				
9. Location/ surrounding/ neighborhood comparison with the subject property (Similar, Lower, Better, Highly Better than the subject Property)	Base Case	Highly.		
10. Distance from the subject Property	0	00		
11. Level of Land (Below/ On/ Above road level)		Level		
12. Frontage to depth ratio (Normal, Less, Large)		Normal		
13. Approach road width		100 m		
14. Present Use		Timbered		
15. Property Demarcation (Yes, No, Partly, Temporarily)		Yes		
16. Other factors (Corner, 2 side open, North-East facing, Park facing, Legal/ Financial encumbrance, etc.)		South Side Facing		
17. Any other details/ Discussion held	NA			
18. Present expected Sale Value of the overall property?				

UNDERTAKING BY THE CUSTOMER

I confirm that I have made the inspection of the subject property to the surveyor of R.K Associates, which is correct property in question for which the documents have been provided/ submitted by me. I further confirm that I am aware of all the information related to the subject property and I have provided all its information to the surveyor true to the best of my knowledge. I understand that any false or manipulative information provided by me will be considered as cheating with the professional organization since it will lead to incorrect valuation report and I'd be solely responsible for this unlawful act and will bear the charges for the changes/modifications which have to undergo due to the false information. I also undertake that I have not given any cash or in kind to any member of R.K Associates to influence the Value of the Property or favor any individual or organization and the same is not accepted or asked by the member of R.K Associates. Any such act will lead to cancellation of the material prepared by R.K Associates with forfeiting of the fees and I'll be completely responsible for its repercussions and legal actions taken for it.

IMPORTANT: We have not authorized any of our person/ Surveyor to take Cash or kind from the customers in any situation. In case Surveyor or any member of R.K Associates asks for any money or kind from you then kindly please inform on number +91-9958632707, 0120-4110117. Our Valuation process is very stringent and have multiple check points to ensure correct & error free reports to keep the lending agency risk free. In case Surveyor claims that he would be able to arbitrary effect the Valuation figures unfairly or as per your requirement & need, then he is making a false claim to you and we request you to complaint such act immediately on the number provided above.

Name	Mr. Egar
Relationship with owner	Employee
Signature	Egar
Mobile No.	8273 878911
Date	16-11-2021

UNDERTAKING BY THE SURVEYOR

I confirm that I have carried out the Survey of the property properly as per the fair professional best practices and Valuation & Survey policy guidelines issued by R.K Associates. I have not taken any cash or kind from the customer nor have I come into any kind of influence of the customer / bank for arbitrary providing the Property Valuation as per one's need. I further state that I have not given any assurances to the customer nor given any wrong or false information or statement. In case at any point of time it is found that I have done any kind of fraudulent activity in this case and misled the company then I understand its legal consequences and appropriate penal action which company can take against me. Also in regard to it any monetary or reputation loss will be recovered from me by the company.

For File No.	
Surveyor Name	Mohit Singh
Signature	m.k.singh
Date	16-11-2021

UNDERTAKING BY THE PREPARER

I confirm that this Valuation Report is prepared as per the fair professional best practices and Valuation & Survey Policy Guidelines issued by the organization. I also confirm that without any personal interest, partiality or prejudice, I have worked on this Valuation assignment. Rates adopted for the asset is based on various facts, information collected from the site came to my knowledge during the course of the assignment and I have taken all sincere efforts to review, cross check & confirm this data/ information from all different angles using my prudent approach without any biasedness or pressure. I have prepared the report based on true facts & information as per best of my knowledge & case facts. I understand that any false information provided by me will lead to the incorrect valuation report and I'd be solely responsible for it and will bear the losses which will be put on the Company in form of monetary or reputation loss by its client or statutory bodies.

I also undertake that I did not come into any influence by the customer, Bank representative (officer or agent), colleagues, coworkers or any other person to arbitrarily change the Valuation figures or facts unethically or illegitimately which may put the public money at risk which is in the form of Bank deposits.

In case at any point of time in future, if I am found guilty of illegitimately distorting the facts in the Valuation or any other professional services which company offers in the market on being influenced by the customer or Bank representative (officer or agent) or for whatsoever reason then I'd be solely responsible of any such act and I understand that the Company can take appropriate legal action against me which may include suspension from the current roles & responsibilities or termination from the employment with immediate effect.

I also undertake that I have not taken any cash, favor or in kind from the customer for favoring any individual or organization by unfair means.

I also undertake that I'll not prepare any report on incomplete Survey form which is not properly filled as per the Company guidelines and in case I am preparing it which is creating an incorrect report then I'd be responsible for its consequences.

For File No.	
Preparer Name	
Signature	
Date	