

SURVEY FORM FOR GROUP HOUSING PROJECTS

CASE COLLECTION FORM

(Version 10.0)

Date of implementation: 9.02.2011 | Last Revision: 30.01.2020 | Latest Revision: 04.03.2022

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

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

File Returned to HOD Engg. unprepared due to reason

☐ Survey not done properly, ☐ Survey Form not properly filled, ☐ Market survey for rates is not properly done, ☐ Identification is not clearly done, ☐ Measurement is not properly done, ☐ Photographs not clearly taken, ☐ Selfie/ Owner or owner representative photo not taken, ☐ Owner/ owner representative signature not taken, ☐ Google Map not taken, ☐ Survey summary sheet not filled

In case File is returned by the preparer - HOD Engg. comment & Signature

☐ Minor defects in the survey hence approved for preparation with warning to Surveyor. Report preparer to collect the missing information on his own.
☐ Major defects in the survey. Survey has to be done again.

GENERAL DETAILS

1.	Proposal/ Work Order or Ref. No.	☒ Valuation Report, ☐ Construction cost estimate, ☐ Cost vetting certificate ☐ Other CE Certificates, ☐ TEV Report, ☐ LIE							
3.	Type of customer	☒ Bank	☐ PSU	☐ NBFC	☐ Corporate	☐ Company		☐ Private client	☐ Direct client through Bank
4.	Bank/ FI/ Organization Name & Address	Bank of India gurgaon RBC Branch							
5.	Case Allotment Officer/ Fees paying party Details	Name		Contact Number		Email Id			
6.	Case Type	Mrs. pinkipal		8882699022		mrs.gurgaonbankofindia.com			
		☐ Case for Fresh Account		☒ Case for exiting account/ customer					
7.	Fees Details	Amount of Fees		Advance Amount if any		Fees will be paid by			
		30K +gst		✓		☒ Bank		☐ Customer	
8.	Billing Details	Billed To Party Name				GSTIN			
		✓				✓			

CASE DETAILS

CASE DETAILS			
Type of Property	project		
2. Purpose of Valuation/ Assignment	☐ Value assessment of the asset for creating new collateral mortgage ☐ Periodic Re-Valuation for Bank, ☐ Distress sale for NPA A/c., ☐ For DRT Recovery purpose, ☐ Capital Gains Wealth Tax purpose ☐ Partition purpose, ☐ General Value Assessment ☐ Any other:		
3. Owner/ Applicant Details	Name	Contact Number	Email Id
4. Account Name	waterfall Residency		
5. Property Address	Sare - Sector - 36A Gurgaon		
6. Who will coordinate on site for the site survey	Name	Contact Number	
7. Preferred time of survey	Date		Time
8. Documents Received (Any one ownership document and approved site plan/ map is must)	Gulshan Kumar - 06-06-2022 4:30 pm 1. Ownership Documents: ☐ Sale Deed, ☐ Power of Attorney, ☐ Registered Will, ☐ Relinquishment Deed, ☐ Transfer Deed, ☐ Conveyance Deed, ☐ Allotment Letter, ☐ Possession Letter 2. Map: ☐ Cizra Map, ☐ Approved Map, ☐ Site Plan 3. Utility Bills: ☐ Electricity Bill & payment receipt, ☐ Water Bill & payment receipt, ☐ House Tax demand & payment receipt 4. Any Other document: ☐ CLU, ☐ TIR Report, ☐ Agreement to Sale, ☒ Old Valuation Report 5. No documents provided: ☐		
9. Documents received from	Bank -		
10. Special Instructions if any:			
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?	☒	
2.	Is purpose of the assignment understood clearly by the receiver?	☒	
3.	Has receiver checked if this is a new case or existing case of the Bank?	☒	
4.	Has receiver fixed the fees with the manager/ client and sent quotation properly or have taken approval of the work over email?	☒	
5.	Has receiver taken proper Work Order/ Email/ CESA form formality?	☒	
6.	In case of private case or for fresh case 50% advance is received?	☒	NA
7.	Is document checklist email sent to the customer?	☒	
8.	Has the received documents is having 'documents provided by stamp'?	☒	

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.

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

For File No.	PL126-106-171
Surveyor Name	Sachin Pandey
Signature	
Date	06/06/2022

GENERAL DETAILS

1.	PROJECT NAME:	water fall Residency.
2.	PROJECT PROMOTER/S: (Company Name/ Director/s Name)	M/S Krishnani Corporation Limited
3.	PROJECT BUILDER:	same
4.	PROJECT ARCHITECT:	M/S NIKKEN Sekkei Ltd.
5.	TOTAL ESTIMATED PROJECT COST:	—
6.	LAND COST: (PMR Value)	—
7.	ESTIMATED BUILDING CONSTRUCTION COST: (Total/ Per sq. ft.)	—
8.	COMPLETED CONSTRUCTION COST: (Total/ Per sq.ft)	—
9.	TOTAL NO. OF TOWERS/ BLOCKS:	3 Tower - 1 EWS
10.	NAME OF TOWERS (as per map)	I. 3 A, B, C II.
11.	NAME OF TOWERS (as per survey)	A, B, C,
12.	STRUCTURE CONSULTANTS	—
13.	TOTAL NO. OF FLOORS PER TOWER:	G+24, G+27, G+34
14.	TOTAL NO. OF FLATS: (Total/ Per Tower)	433
15.	TYPE OF UNITS /TOWERS	Refer to Survey.
16.	SUPER AREA/ COVERED AREA OF UNITS:	As per Survey.
17.	AMENITIES PRESENT IN THE PROJECT: (Club/ Gymnasium/ Swimming Pool/ Recreational centre / Others)	Club, Gym,
18.	HVAC SYSTEM	yes,
19.	FLOORING TYPE (in flats)	- wood floor
20.	TOTAL LAND AREA:	As per Reg - S. 25 Act
21.	TOTAL GROUND COVERAGE AREA:	As per map
22.	FAR/ TOTAL COVERED AREA:	—

23.	PROPOSED GREEN AREA:	As per map.
24.	PARKING AREA DETAILS (Total Area/ Parking for No. of Cars)	As per map.
	Basement Parking:	Basement
	Stilt Parking:	—
	Open Parking:	—
25.	PROPOSED COMPLETION DATE OF THE PROJECT:	As per Reg. 31-Dec-2023
26.	PROGRESS OF THE PROJECT: (Total No. of Towers constructed/ Total FAR constructed)	Under Construction
27.	DEVELOPER/ BUILDER PAST PROJECTS:	—
28.	LANDMARK:	Near Manesar Toll -
29.	APPROACH ROAD WIDTH:	40'
30.	PROJECT LAUNCH RATE:	8500 per sq ft
31.	PROPERTY CONSULTANTS NAME & RATE	1. 2.
32.	CURRENT BASIC SALE PRICE:	8000 - 9500 per sq ft on Super Area
33.	LAND RATE (agricultural)/group housing land/FSI rate	—
34.	BOUNDARIES OF THE PROPERTY:	—
	NORTH:	Vacant land
	SOUTH:	Vacant land
	EAST:	Vacant land
	WEST:	Entry Road

ATTACH & VERIFY ON SITE:

Power B -
Power C -

Superstructure completed
Superstructure completed

Finishing work going in progress.

First Floor slab completed

1. PROJECT APPROVAL DOCUMENTS (Applicable only For Gurgaon)

- (a) Letter of Intent for grant of license from DTCP (HR Govt.) – LC-III
- (b) Form LC-IV License No. for setting up Group Housing Society
- (c) Approval of Building Plans Letter from DTCP (HR Govt.) – BR-III
- (d) Sanctioned Map/ Building Plans from HUDA
- (e) NOC from Airport Authority of India (If Applicable)
- (f) NOC from Pollution Control Board
- (g) NOC from SEIAA for Environmental clearances
- (h) NOC from Fire department
- (i) NOC from Ministry of Environment & Forest (As per notification S.O 1533 (E) Dated 14.09.2006)
- (j) NOC from Forest Officer for Aravali Hills conservation area conformity
- (k) Structural stability certificate
- 2. SITE PLAN – Should have FAR/ Area Summary Details
- 3. LOCATION MAP
- 4. FLOOR PLANS
- 5. FLATS STOCK LIST – Category wise detail with selling area of each category | Tower/ Block wise detail | Count of flats for each category
- 6. SPECIFICATIONS
- 7. PHOTOGRAPHS

**NOTE: Please complete all the details reference to the sanctioned Maps and Approvals.*

DRAW SITE KEY PLAN & SKETCH PLAN

BLANK PAGE FOR PROVIDING ANY ADDITIONAL DETAILS/INFORMATION

UNDERTAKING BY THE CUSTOMER

I am that I have made the inspection of the subject property to the surveyor of R.K Associates, which is correct and I am aware of all the information related to the subject property and I have provided all its information to the surveyor 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/ modification report and I'd be 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 forfeiture 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	
Relationship with owner	
Signature	
Mobile No.	
Date	

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	
Signature	<i>Rachin</i> <i>06-06-2022</i>

Date

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, partially or prejudice, I have worked on this Valuation assignment. Rates adopted for the asset is based on various facts, sincere efforts to review, cross check & confirm this data/ information from all different angles using my prudent best of my knowledge & case facts. I understand that any false information provided by me will lead to the incorrect 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 arbitrary 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 solely responsible of any such act and I

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	