

Flat Buyers Meeting Checklist / Flat Khareedar Checklist

Prepared for: M. Noorul Huda

Flat No.: 602, B Wing, Kool Homes Solitaire,

NIBM Rd, Kausar Baugh, Kondhwa, Pune, Maharashtra 411048

Agent Name / Agent ka Naam: Yaseen Peer Zade | Contact: 9898989898

1. Ownership & Legal Documents / Maalikana Haq aur Kanooni Dastaavej

- Sale Deed / Title Deed verified
- Property Card (7/12 extract) available
- Encumbrance Certificate (EC) verified
- Building Completion & Occupancy Certificate checked
- Approved Building Plan available
- Society Registration Certificate available
- Property tax paid receipts verified
- Loan or mortgage details confirmed

2. Construction & Quality / Nirmaan aur Gunwatta

- Year of construction confirmed
- No leakage or structure issue
- Electrical and bathroom fittings checked
- Carpet vs Built-up area verified
- Parking / Terrace included

3. Society & Maintenance / Society aur Rakh Rakhav

- Society formed and active
- Monthly maintenance known
- No pending dues from seller
- Amenities (Lift, Water, Security) verified

4. Price & Payment Details / Keemat aur Bhugtaan Vivaran

- Final price confirmed
- Payment mode discussed (Bank/Cash)
- Cost breakup received
- Brokerage confirmed (if any)

5. Registration & Handover / Registration aur Hastantaran

- Registration & stamp duty discussed
- Possession timeline confirmed
- Flat vacant / on rent clarified
- NOC from society available

Summary / Saaransh

Flat Buyers Meeting Checklist / Flat Khareedar Checklist

Final Price / Antim Keemat: _____

Possession Date / Kabze ki Tareekh: _____

Remarks / Tippani: _____

Buyers Signature / Khareedar ka Hastakshar: _____ Agents Signature / Agent ka Hastakshar: _____