



Resident Move-In Check List

Occupied by Owner () Tenant ()

Date: ___/___/___

| Sr No. | Description | Yes | No |
|--------|---|-----|----|
| 1 | NOC attached | | |
| 2 | Owner Confirmation mail -7 days prior | | |
| 3 | Particular of Customer () Passport size photograph of each family member () Adhar card () Business Card () | | |
| 4 | Customer ID Proof Owner () / Tenant ()-Copy of Aadhar Card () Pan Card () Passport () Working Id () | | |
| 5 | For Owner - Possession Letter in original () / Maintenance agreement duly filled by Signature Authority () Builder Buyer Agreement () Mutation letter () Parking Slot No as per the maintenance agreement _____/_____/_____ | | |
| 6 | For Tenant - Lease Agreement copy () Police Verification Copy () or FRRO- If foreigner () Affidavit Undertaking () | | |
| 7 | Society Application to be downloaded -NBH_____,_____,_____ | | |
| 8 | RFID form () Access Card form () to be submitted along with RC copy () and Possession Letter () Conveyance Deed () Sales deed () | | |
| 9 | All Dues must be clear before moving in Apartment along with Move-IN for all moves on the same floor of the tower or different tower. Shifting-In to be completed between 09:00AM to till 06:00PM (Except Sunday & Public Holidays) Silence Hours 02:00PM to 04:00 PM, We benchmarked the rate. | | |
| 10 | Internal Shifting from Tower_____Flat No._____To Tower_____ Flat No._____ | | |

UNDERTAKING / AFFIDAVIT

NAME - _____

PERMANENT ADDRESS.....

APARTMENT NO.

PURPOSE: - Tenant () Driver () Maid () Servant () Car cleaner () News Paper () Laundry Man ()

I _____ AdharNo..... Mobile
No..... undertakes that I will submit my Police Verification in original, from SSP/ACP
Gautama Buddha Nagar or my Home Town Police Station within next 30 days from the date of submission of
this document.

If I fail to do the same by any means, then the Paras Tiera Apartment Owners Association (PTAOA) and Paras
Tiera Facility Management have all rights reserved to take any action against me including any Monetary
Penalty and/or Cancellation of tenure of my tenancy or Both, immediately.

The Above-mentioned Facts are true and correct to the best of my knowledge, information and belief.

Signature of the Deponent

SOLEMNLY AFFRMED AT Noida, Gautam Buddh Nagar, U. P. ON THIS DATE _____

Signature of the Deponent