

Check List with respect to permission for Lease – Deed

It is worth mentioning that following points may be considered before execution of lease deed:-

- a) Allotment letter,
- b) Possession Letter,
- c) Memorandum Number,
- d) Approved Factory Map by BIADA,
- e) Whether the person is authorize to execute lease deed. (In case Partnership and Private Ltd Concern, the authorization letter by the partner(s) or Board of Director's is required.),
- f) Whether Current dues of BIADA is cleared before execution,
- g) Whether previous lease is cancelled in case of transfer or re-allotment before execution,
- h) Inspection report verifying as to whether the unit has complied with the terms and conditions of the allotment order;
- i) Promoter's contribution should be in accordance with Project Report and that must be supported by the inspection report.
- j) Documents such as copies of General abstract of cost for estimate of construction for proposed building of the unit duly certified by an consultant Engineer or builder.
- k) Photographs duly signed by the inspecting Officer/ Area In-charge.

Mrs. Labh

check list

19/11/20