

## APPLICATION FOR ISSUANCE OF NO DUE CERTIFICATE

1. Procedure- 1. Allottee to submit his/her documents to the concerned society/District Manager & thereafter documents complete in all respects will be submitted to the office of Housefed Punjab, Chandigarh for the purpose in case of property where possession already taken by the Allottee.
2. Where the possession of the property has not been taken by the Allottee, he/she will submit their application directly to the Housefed, Punjab, Chandigarh.

2. Fee- Nil.

3. Forms- APPLICATION FOR ISSUANCE OF NO DUE CERTIFICATE  
To

Superintending Engineer,  
Housefed, Punjab,  
Chandigarh.

Sub:- Regarding issuance of No Due Certificate in respect of flat/plot/booth/shops/ No.\_\_\_\_\_, Form No.\_\_\_\_\_, File No.\_\_\_\_\_at Cooperative Housing Complex,\_\_\_\_\_

Sir,

It is respectfully submitted that I am allottee of flat/plot/booth/shops/ No.\_\_\_\_\_, Form No.\_\_\_\_\_, File No.\_\_\_\_\_at Cooperative Housing Complex,\_\_\_\_\_. I have already paid all the dues of Housefed above said property .Therefore, No Due Certificate, may kindly be issued to me at the earliest possible. The photo copy of Allotment Letter, is enclosed for ready reference.

Encl: As above.

Thanking You,

Yours faithfully

NOTE:- In case of loan , NDC from Bank/ Financial Institution is required.