



Property Document Handover

Process for Handover of original property documents.[In case of death of property owner(s)]

In the unfortunate scenario of death of a property owner(s), the legal heir(s) who succeed to the Estate of the deceased in terms of the Succession Certificate/Probate/Letter of Administration can be de jure termed as of the deceased become property owner(s) as per the prevalent laws of succession. In order to enable deceased property owner's legal heir(s) to know the process of collecting the original property documents post the due repayment and closure of Loan(s) availed against the security of the said property/ies, Techfino Capital Private Limited ("Company/TCPL") has listed down the procedure that needs to be followed and the documents which are required to be submitted for collection of original property documents, as below:

The procedure is described below –

1. The persons who are legal heir(s) need to submit a physical copy of legal heirship /Succession Certificate/Probate/Letter of Administration of the deceased property owner(s) issued by the competent authority at the TCPL branch from where the loan was availed.
2. All legal heir(s) must visit the branch to collect the original property documents. If all legal heirs cannot visit the branch, then the legal heirs who are unable to come should give Power of Attorney or Letter of Authority in favour of the legal heir(s) visiting the Company's branch to collect the original property documents.
3. At the time of collecting the Original Property Documents from the branch, the Legal heir(s) need to submit the Affidavit in the prescribed formats as applicable:

Annex 1: Joint Affidavit Cum Undertaking format in the event the legal heir(s) is a minor

OR

Annex 2: Joint Affidavit Cum Undertaking Format If none of these legal heirs is a minor

The Joint Affidavit Cum Undertaking must be duly filled in with all details, notarized and adequately stamped as per respective state stamp law.

4. Additionally, to the above Joint Affidavit cum Undertaking Property Documents will be handed over, post collection of the below documents:
 - a. Death certificate of deceased property owner(s)
 - b. Self-attested KYC document(s) of all Legal heir(s)
 - c. legal heir/ Succession Certificate/Probate/Letter of Administration of the deceased property owner(s) issued by the competent authority
 - d. POA/LOA of the legal heir(s) who are not coming to collect the Property Document(s) (if applicable)

Annex 1

JOINT AFFIDAVIT CUM UNDERTAKING

_____, son/daughter/wife of
_____, aged about _____ years, currently residing at

_____, son / daughter / wife of
_____, aged about _____ years, currently residing at

I/We, the aforementioned Deponents, do solemnly affirm and declare that:

1. _____ ("Borrower"), has availed a financial facility of Rs. _____/- from Techfino Capital Private Limited ("TCPL") vide Loan Account Number _____ against the security by way of mortgage over the property located at _____
_____ ("Mortgaged Property") which has since been closed.

2. The Borrower has passed away, leaving behind the following legal heirs as per the legal heirship / Succession Certificate/Probate/Letter of Administration:

I. No.	Name	Relation with the Deceased	Age

3. I am/We are collecting the documents related to the Property from TCPL in our capacity as a legal heir of the Borrower and having been duly authorized by other legal heir(s) Mr./Ms. _____ acting in capacity as Guardian for and on behalf of the minor(s) _____.
4. I/We have received the following documents related to the Property from TCPL on _____:
- a.
b.
c.
d.
5. The aforementioned facts are true and neither I/we nor any other legal heir of the Borrower will not dispute them in the future.

SOLEMNLY AFFIRMED AT _____ ON THIS _____ DAY OF _____, 20____

SIGNATURE OF DEPONENT(S)

NOTARY

Annex 2

AFFIDAVIT CUM UNDERTAKING

_____, son/daughter/wife of
_____, aged about _____ years, currently residing at

_____, son / daughter / wife of
_____, aged about _____ years, currently residing at

I/We, the aforementioned Deponents, do solemnly affirm and declare that:

1. _____ ("**Borrower**"), has availed a financial facility of Rs. _____/- from Techfino Capital Private Limited Finance Limited ("TCPL") vide Loan Account Number _____ against the security by way of mortgage over the property located at _____ ("**Mortgaged Property**") which has been closed consequent to repayment of the amount.

2. The Borrower since deceased, leaving behind the following legal heirs as per the legal heirship / Succession Certificate/Probate/Letter of Administration:

Sl. No.	Name	Relation to the Deceased	Age

3. I am/We are collecting the documents related to the Property from TCPL by virtue of being a legal heir as per the _____ (Document) of the Borrower and having been duly authorized by other legal heir(s).
4. I/We have received the following documents related to the Property from TCPL on _____:
- a.
 - b.
 - c.
 - d.
5. The aforementioned facts are true and neither I/we nor any other legal heir of the Borrower will not dispute them in the future.

SOLEMNLY AFFIRMED AT _____ ON THIS _____ DAY OF _____, 20____

SIGNATURE OF DEPONENT(S)

NOTARY