



BRIGADE GATEWAY APARTMENT OWNERS' ASSOCIATION

FORM-2

NO OBJECTION / NO DUES CERTIFICATE FOR MOVING OUT

APPLICANT INFORMATION (ALL FIELDS ARE MANDATORY)

Mr/Mrs. _____ Nationality _____

Email ID. _____ Mobile No. _____

Apartment No. _____ Request Date: _____

Signature of the Moving-Out person(s):

CONTACT DETAILS OF THE OWNER

Mr/Mrs. _____ Nationality _____

Email ID. _____ Mobile No. _____

Local Address _____

Check list (Verified by Estate Office Manager)	Compliance		Verified
	Yes	No	
1. No Dues / No Objection Received from Owner?	Yes	No	
2. Maintenance Dues Paid and Verified	Yes	No	
3. Move Out Charges of Rs.1500/- Paid	Yes	No	
4. Access Card Returned, Destroyed (Maintain proof for Board Verification)	Yes	No	
5. RFID card returned, Car Sticker Scratched and removed	Yes	No	
6. Driver Access Card Returned	Yes	No	
7. Maid Id cancelled and Returned	Yes	No	
8. Is Fire Extinguisher available in flat (Not removed)?	Yes	No	
9. If tenant/owner a foreign national, then was the foreigner registered with FRRO previously? If NOT provide registration details before move-out	Yes	No	
10. Deposit for Waste Disposal	Yes	No	

Note :Any "Moving Out" Clearances require minimum of 48 hours' Notice.

I hereby declare, confirm and agree to abide by the bye-laws of the BGAOA association. I understand move-out Certification is valid for 48hours from the date on this certificate, and shall be used between 8am and 6pm only.

Signature of the Owner/s _____ Date _____

Name of the signatory : _____

FOR OFFICE USE ONLY

No Objection to Move-Out on _____ Receipt No: _____

Entered in the computer resident database : YES/NO

Verified the resident database entries : YES/NO

Signature of EM:

Stamp of BGAOA:

Signature of Accounts Manager



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<u>ISSUED</u>		<u>RETURNED</u>
ACCESS CARD RESIDENTS - ___ NOS,		___ NOS,
ACCESS CARD DRIVER - ___ NOS,		___ NOS,
RFID CARD - ___ NOS,		___ NOS,
2 WHEELER STICKER - ___ NOS,		___ NOS,
REFUNDABLE DEPOSIT TOWARDS CARDS / RFID	-	RS.
REFUNDABLE DEPOSIT TOWARDS WASTE DISPOSAL	-	RS.
MOVEOUT CHARGES	-	RS. 1500.00
TOTAL		