**ONLINE - LEAVE AND LICENSE - FORM**

* **Owner/s Information- (Licensor/s)**

1. Full Name -

Age: Years -

Occupation -

PAN -

UID (Aadhar No) -

Address: (with Pin code) -

1. Full Name -

Age: Years -

Occupation -

PAN -

UID (Aadhar No) -

Address: (with Pin code) -

**[Optional:**

* **Power of Attorney/Proprietorship/Partnership/ Public Limited Company/Private Limited Company/ Limited Liability Partnership/Joint Venture/Trust/Co-Operative Society/Huf’s Information –**

Full Name -

Age: Years -

PAN -

UID (Aadhar No) -

CIN No. (for Company) -

Address: (with Pin code) -

**: Optional]**

* **Tenant/s Information : (Licensee/s)**

1. Full Name -

Age: Years -

Occupation -

PAN (Optional) -

UID (Aadhar No) -

Address: (with Pin code) -

1. Full Name -

Age: Years -

Occupation -

PAN (Optional) -

UID (Aadhar No) -

Address: (with Pin code) -

**If More than 2 Licensor/s or Licensee/s then adds the same above details:-**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* **Identifier/s (Witness) Details – (2)**

1. Full Name -

Age: Years -

UID (Aadhar No) -

Address: (with Pin code) -

1. Full Name -

Age: Years -

UID (Aadhar No) -

Address: (with Pin code) -

* **Terms and Conditions –**

0) **Property Type – Residential or/ Commercial** -

1) Leave and License - **period** **Months** -

**Commencing** from (DD/MM/YY) -

and **Ending on** (DD/MM/YY) -

2) **Rent (License Fees) & Deposit:**

**Per month** - Rs.

Interest free refundable **Deposit** - Rs.

Non- Refundable Deposit (if any) - Rs.

3) **Mode of Payment of Deposit:**

Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_ By Cash / **Cheque/** Internet Banking \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(Mention Transaction Details if **deposit** paid by **cheque or Internet Banking**)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4) **Maintenance Charges:**

Paid by the Licensor (Owner)

**OR**

Paid by the Licensee (Tenant) -

5) (Optional clause) **lock in period: (Months) -**

6) **Registration: Expenses** - Licensee/Licensor/Both **-**

7) Any other **Miscellaneous Clauses/ Terms and Conditions** –

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**SCHEDULE I – Property Details:-**

**(Rented / Licensed Flat / Property Details)**

**Apartment/Flat No/Shop/Office/Bungalow No** -

**Built-up (Area): or Carpet Area** (Sq.ft or Sq. Meter) -

**Gallery/Terrace – Area** (Sq.ft or Sq. Meter) -

**Parking No./Area /Space**  (Sq.ft or Sq. Meter) -

**Floor No.** -

**Society/Apartments/Building Name known as** -

**Survey No/ Gat No. /CTS No/Final Plot Number -**

**Main Area Name/Village/Ward Office -**

**Tehsil (Taluka) Name -**

**Dist -**

**Pin Code -**

**PUNE MUNICIPAL CORPORATION / PCMC/ -**

**Grampanchayat / Cantonment/ Any other**

**SCHEDULE II – Furniture and Fixtures:-**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Contact On: 9890669303 – 9271643926**

[**info@maheshzirape.com**](mailto:info@maheshzirape.com)**,** [**info@elegalassociates.com**](mailto:info@elegalassociates.com)