Letter to the Sub-Registrar - Registration appointed under Registration Act, 1908 about registration of mortgage or declaration of charge on a property in favour of the cooperative housing society or the apex for loans granted.

To

The Sub-Registrar,

No. 
Address
Pin

Subject: Forwarding of copy of mortgage executed or declaration made of charge on the property in favour of Cooperative housing society or apex for Loans granted.

Sir,

In pursuance of powers vested under section 82 of the Delhi Cooperative Societies Act, 2003 (Act 3 of, 2004) extracts attached, please find a copy of the instrument whereby a property has been mortgaged or a written declaration creating a charge has been made on such property has been made duly certified by the authorized person of the Cooperative Housing Building Society Ltd. ........................

Cooperative Group Housing Society Ltd. / Delhi Cooperative Housing Finance Corporation Ltd. as per details given below for entering in Book No. 1 prescribed under Section 51 of the Registration Act, 1908 (16 of 1908). You are requested to confirm the entry of the executed document which is being sent herewith by confirming it in writing in the second copy of the letter in due course by registered post or through messenger by hand delivery.
**DETAILS OF DOCUMENT EXECUTED**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Mortgagor</th>
<th>Details of property on which mortgage charge has been created or declaration of charge made</th>
<th>Total number of pages of the registered document</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Nature/ type of the document</th>
<th>Date of Execution</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mortgage / Declaration</td>
<td>6</td>
<td>7</td>
</tr>
</tbody>
</table>

Yours faithfully,

Signature & name of the Authorized signatory of the ................... Cooperative House Building Society Ltd.

................... Cooperative Group Housing Society Ltd.
Delhi Cooperative Housing Finance Corporation Ltd.

**CONFIRMATION OF REGISTRATION UNDER SECTION 51 OF THE REGISTRATION ACT, 1908 (16 OF 1908)**

It is hereby confirmed that the above document has been entered in the records of this office vide Registration No................... Book No. ........ Volume No. ............

pages from ................ to ................dated......

Sub-Registrar No.

Seal

Place:
Date: