

GENERAL POWER OF ATTORNEY

This General power of Attorney is made and executed at ----- (Location) on this ----- day of ---
---- (Month) in the year 20...

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS that

I, Mr/Mrs/ -----,

Age: -----years, Occupation:- -----, Address- -----

Pan :- -----

UID : -----

Mob No -----

E-Mail Id No- -----

do hereby send greetings:

WHEREAS I am the owner of the Flat No., on Floor No in Wing
in Co-operative Housing Society Ltd situated at which is
more particularly described in schedule herein below, hereunder herein after referred to as the
said Flat /Property which is more particularly described in Schedule "A" hereunder written.

AND WHEREAS I am, therefore, unable to manage and look after my interest and affairs;

AND WHEREAS I have, therefore, decided to appoint my husband/Brother/sister/father/mother
as my attorney to do and execute various acts, deeds, and things on my behalf;

do hereby appoint, nominate and constitute Mr/Mrs -----Age -----years, Occupation:- -----
---- Address ----- Pan----- UID-----Mob No-----E-Mail Id No-----as my
true and lawful ATTORNEY in my name and on my behalf to do and execute or cause to be
done and executed all or any of the following acts, matters and things hereinafter stated, that is to
say

1. Sign/execute and present Leave and License Agreement for registration before the
appropriate Registrar/Sub-Registrar of Assurance,
2. Enter, view and inspect the Property by giving reasonable notice to Licensee/s,
3. To revoke and / or cancel the Leave and License Agreement, by giving notice in writing of
one month to the Licensee/s,
4. Collect License Fees and Deposit from the Licensee/s in accordance with Leave and License
Agreement and to do all other acts and things required to be done incidental to the powers
hereinbefore contained.
5. The said power of attorney holder will also, sign, apply for index II, certified copy, sign on
books of register on my behalf & sign the same in the office of the sub registrar Haveli No 1
to 28 in respect of the above said property.

6. To give the said flat on Leave and License basis to any intending Licensor/s / proposed occupants, to fix the License fee and to collect the same , to receive deposit amounts, to pass receipt for the same.
7. To prepare the Leave and license Agreement for execution, to sign and submit the documents before the office of sub-Registrar and get the same registered with the office of Sub-Registrar and pay necessary fees /charges/stamp duty and do all such acts incidental things for the proper execution of the documents.
8. To terminate the Leave and License Agreement and get the Flat vacated, to refund the interest free security deposit and sign all such papers for the same and again to give the said Flat to any other person on Leave and License basis, as necessary.
9. To appoint any Advocate, Pleader, Attorney or Counsel to appear before any Court of Law viz, Civil as well as Criminal or any Government or non-Government authority or body or any organization in respect of any suit, dispute or Arbitrators in any dispute submitted for arbitration on my behalf or against me.
10. That due to my busy schedule i am unable to attend the office of Sub-Registrar Haveli No 1 to 28, Pune to present and give the admission of execution and other formalities to Register the document executed by me and hence i hereby appoint, nominate, and authorize Mr -----
----- as my attorney to present the sub Register office for presentation of the document and admission of deeds and documents executed by me in relation with the above said property at any offices/s of sub registrar Haveli No 1 to 28, Pune on my behalf

AND GENERALLY to do and execute all other acts, deeds, matters and things whatsoever in or about the said property and affairs or concur with persons jointly interested with myself therein in doing all acts, deeds, matters and things herein either particularly or generally described as amply and effectually to all intents and purpose as I could do in my own proper person if these presents had not been made.

AND I hereby undertake to ratify and confirm all and whatsoever my said attorney shall lawfully do or cause to be done by virtue of these presents.

SCHEDULE-A OF FLAT

All that piece and parcel of the Residential unit bearing Apartment/Flat No. __, Built-up:_____ Square Feet, situated on the ___ Floor of a Building known as ‘ _____ ’ standing on the plot of land bearing Survey Number: _____, Road:_____, Location:_____, of Village:_____ , situated within the revenue limits of Tehsil_____ and District_____ and situated within the limits of _____ Municipal Corporation.

AND I hereby agree and undertake to ratify and confirm all and whatsoever my said Attorney under the power in that behalf herein before contained shall lawfully do, execute or perform in exercise of the powers, authorities and liberties hereby conferred upon, under and by virtue of this Deed.

IN WITNESS HERE OF the hands of the said parties have been put the day and year first above written.

Sign & Name	Thumb	Photo
MR./Mrs EXECUTANT		
I accept the power Mr./Mrs		

In the presence of :-

Witness:-

1. Sign :

Name :

Address :

2. Sign :

Name :

Address :