Appendix 11: APPLICATION / INTIMATION TO SUB-LET OR GIVE FLAT ON LEAVE & LI

Authority: Model Bye-Laws for Cooperative Housing Societies (Govt of Maharashtra)
Document Type: Statutory Prescribed Format | Maharashtra Co-operative Societies Act, 1960

1. FLAT OWNER INTIMATION

To: The Secretary, Cooperative Housing Society Ltd.
Under Bye-Law No. 43(2), I hereby intimate lease of my flat on Leave & License basis.
Owner Member Name: _____ Flat No: _____
Tenure Period: From _____ to _____ (months: ____)

2. TENANT / LICENSEE PARTICULARS

Full Name of Licensee: _____
Permanent Address: _____
Employer / Business: _____ Contact Phone: _____
Number of Persons Occupying Flat: Adults: _____ Children: _____ Total: _____

3. STATUTORY CHARGES & MANDATORY ATTACHMENTS

1. Non-Occupancy Charges strictly capped at maximum 10% of monthly service charges.
2. Copy of Registered Leave & License Agreement enclosed.
3. Copy of Police Verification Acknowledgement receipt enclosed.

4. SIGNATURES

Signature of Member (Licensor): _____ Date: _____
Signature of Tenant (Licensee): _____ Date: _____