

Intimation to society about purchase of shares of society

FROM

(Transferee)

TO

The Secretary of the Co-op Society,

Dear Sir,

Re: Transfer of share certificate no. ____ bearing Nos _____ (both inclusive) standing in the names of Mr. _____, Mr. _____. We have purchased the above share certificate held by Mr. _____ & Mr. _____ of your society along with the incidental rights to use and occupy Flat No. _____ of your society situated at _____ floor of _____ Vide agreement for sale dated _____ a copy of the said agreement is enclosed herewith.

We now request you to kindly transfer the above share certificate in our names and also all the incidental rights thereto. The necessary forms in respect of transfer and membership are also submitted herewith duly completed.

Thanking you,

Yours faithfully,

(Transferees)

PLACE:

DATE:

DISCLAIMER: These legal forms and documents are for reference only. Any agreement that you enter into, should be in consultation with a Solicitor or an Advocate. www.propertynow.in will not be responsible for any claim arising out of the use of any of the above mentioned documents.