INSTRUCTIONS TO USE THE MODEL FORMS FOR DOCUMENTATION

1) **These templates are to guide the citizen to prepare document on his own.**
2) **The citizen shall carefully draft the document by incorporating clauses and/or amending/deleting the clauses in the model forms.**
3) **He shall give accurate information regarding parties. There should not be any spelling mistakes. The description of parties should be complete and free from mistakes along with the addresses.**
4) **The flow of title particularly how the present transferor got the title over the scheduled property mentioning link documents, court judgements, inheritance etc shall be mentioned chronologically without any mistakes.**
5) **The scheduled property details shall be given clearly. The description of the property shall be such that it is identifiable according to Registration law and rules made thereunder.**
6) **The consideration and other information affecting the chargeability of the instrument shall be provided correctly and factually so that proper stamp duty and other charges are levied during registration process by the Registering Authority. If there is suppression of facts leading to loss of revenue, then the parties are liable for prosecution besides collecting legitimate revenue from the parties as per law in vogue.**
7) **If parties commit any mistakes in document that may lead for rectification of mistakes by executing a rectification deed subsequently. Therefore, the parties are advised to take all required care and caution during preparation of document to avoid unnecessary round of tours to the offices for getting rectification deed(s) registered.**

DISCLAIMER: DEPARTMENT OWNS NO RESPONSIBILITY FOR THE CLAUSES/COVENANTS USED IN THE MODEL DOCUMENTS. IT IS UPTO THE PARTIES TO USE THEM OR MODIFY THEM. THE PARTIES MAY PREPARE DOCUMENT SUITING TO THEIR NEEDS WITHOUT DEPENDING ON THE MODEL DOCUMENTS PROVIDED. DEPARTMENT KNOW THAT EACH TRANSCTION/DOCUMENT IS UNIQUE. THEREFORE, PARTIES ARE ADVISED TO TAKE ALL THE CARE IN PREPARATION OF DOCUMENT TO RECORD LEGAL RIGHTS AND OBLIGATIONS PROPERLY REQUIRED UNDER VARIOUS LAWS.

You may find more information on the above subject by visiting these pages

https://registration.telangana.gov.in/saledeed.htm
https://registration.telangana.gov.in/documentpreparation.htm

GIFT SETTLEMENT DEED

(FOR CHARITABLE / RELIGIOUS PURPOSE)

THIS GIFT SETTLEMENT DEED FOR CHARITABLE TRUST made and executed on this the_____day of_____year by,

Sri_____S/o, D/o, W/o. ,
aged about_____years, Occupation.
Resident of Door No. _____

Represented by his / her agent
Being minor represented by Father/Mother/Brother/Guardian

Sri_____S/o, D/o, W/o. ,
aged about_____years, Occupation:_____
Residing at_____under general / special
power of attorney dated_____Registered as Document
Number_____ of Year_____ Book - I / IV of RO/SRO .

Hereinafter called the **"SETTLOR"** which term shall mean and include all his/her heirs, legal representatives, administrators and assignees etc. of the ONE PART

IN FAVOUR OF

Name of the trust / institution _____

Represented by Sri_____S/o, D/o, W/o. ,
aged about_____years, Occupation:
Resident of Door No. _____

Being minor represented by Father/Mother/Brother/Guardian

Sri_____S/o, D/o, W/o. ,
aged about_____years, Occupation:
Residing at_____

Hereinafter called the **"SETTLEE"** which term shall mean and include all its representatives, executors, successors, administrators etc. of the OTHER PART

WHEREAS the SETTLOR herein is the sole and absolute owner and peaceful possessor of the agriculture land bearing Survey No. _____admeasuring_____Acres, _____Gts., Situated at_____(Vill)_____ (Mandal) _____Districts, which was inherited / having acquired the same from _____through a sale deed / Gift /Gift Settlement/Partition/Will deed registered as No._____ of _____ of S.R.O. _____ copied in Volume No. _____at Page _____vide pattadar pass book no_____ titledeed no_____issued by_____M.R.O.

WHEREAS the SETTLOR is a religious and Charitable minded person and wish to donate the above said property for the construction of the Educational Institute or Religious Building over the above said property.

WHEREAS the SETTLEE above mentioned Trust approached the SETTLOR and requested to donate the above mentioned property for the construction of an Building for the common use of the all people. The SETTLOR in consultation with his/her family members and other elders and well wishers, agreed to donate the above mentioned property for the above mentioned purpose and the SETTLEE has accepted the said settlement through and this settlement is Irrevocable.

NOW THEREFORE THIS GIFT SETTLEMENT DEED FOR CHARITABLE /

RELIGIOUS PURPOSE WITNESSETH AS FOLLOWS:

1) That the SETTLER has settled the above mentioned property fully described in the schedule below, for the Charitable/Religious purpose for the construction of _____Building, in favour of the above named SETTLEE, with his / her own free will and consent, without coercion or compulsion.

2) That the SETTLEE has accepted the settlement of the above mentioned property, on behalf of the trust / institution by namely . That the settlee has become the absolute owner and possesser of the above said property. And as such the SETTLOR or any person or persons on his /her behalf, and his/her heirs and the legal representatives will not have any kind of right, claim, demand, title or objections in the matter of the said gifted property. And any claim or demand, if made in future, by any person, claiming on behalf of the SETTLOR, will be treated as null and void and will not be entertainable in any manner.

3) That the settled property should be used for the above said purpose only, and will not be used for any other purposes.

4) The SETTLER hereby covenants to the SETTLEE that the said gifted property is free of encumbrances, claims and demands, of the Government and private and is also free from prior sale, mortgages, gift, or any other kind of transfer etc. And that no other person or persons have any kind of the right, share, claim or demand in it.

5) That, the SETTLEE is placed in possession and enjoyment of the said gifted property to have and to hold as an absolute owner for ever.

6) THAT the SETTLOR and has read over all the contents of this Gift Settlement Deed for the Charitable Purpose and he has understood the matter and the acknowledges the same.

7) That the SETTLOR hereby agrees to cooperate with the SETTLEE to get the title of the said property changed in the name of the SETTLEE in revenue records

8) The land is not an assigned land within the meaning of A.P. Assigned lands (Prohibition of Transfers) Act 9 of 1977 and it does not belong to or under mortgage to Govt. Agencies/Undertaking.

9) There is no House or any constructions in the said Land, if any structure is there the parties may be prosecuted Under Section 27 and read with Sec. 64 of Indian Stamp Act besides recovery of the stamp duty.

10) The Vendor further declare that the schedule land is not attracted by the provisions of A.P. Land Reforms (Ceiling on Agriculture Holdings). Act. No. 1 of 1973.

11) The Vendor hereby declares that there are no Mango Trees / Coconut Trees/ Betal Leaf Gardens / Orange Groves or any such other gardens; that there are no mines or quarries of granites or such other valuable stones; that there are no machinery no fish ponds etc., in the lands now being transferred; that if any suppression of facts is noticed at a future date, I will be liable for prosecution as per law, besides payment of deficit duty.

12) Rule 3 Statement of Market Value.

S.no	Name of Village	Rate per Acre	Tot MarketValue

SCHEDULE OF GIFTED PROPERTY

All that the piece and parcel of Agriculture Land bearing Survey No._____admeasuring Ac._____Gnts. /_____Hectors, situated in _____Village_____Mandal_____ , Under the jurisdiction of Sub District_____and Registration District_____bounded by ,

NORTH :

5) That, the SETTLEE is placed in possession and enjoyment of the said gifted SOUTH :

EAST :

WEST :

More fully described in the plan annexed herewith. The plan will be part and parcel of this Gift Deed.

IN WITNESS WHEREOF, the SETTLOR herein has signed on this Gift Settlement Deed with his/her own free will and consent.

D O N O R S

WITNESSES :

1.

2.