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

http://registration.telangana.gov.in/

LEASE AGREEMENT

(for non-agriculture lands)

This Lease Agreement is made and executed on this _____ day of _____ at

_____by and between :

SRI. _____***S/o***_____***,*** *aged about __ years, Occupation:* _____*R/o* _____*Village*_____ *Mandal* _____*District, Pincode*_____ ***Aadhar No.***_____*, Mobile NO.* _____

(Hereinafter called the Landlord or **LESSOR** which term shall mean and include all their

heirs, legal, representatives, nominees and assigns etc.).

_____

SRI. _____***S/o***_____***,*** *aged about __ years, Occupation:* _____*R/o* _____*Village*_____ *Mandal* _____*District, Pincode*_____ ***Aadhar No.***_____*, Mobile NO.* _____

Hereinafter called the **LESSEE** which term shall mean and include all his heirs, legal representatives, nominees and assignees etc.

This Lease Deed for a period of _____Months/Years w.e.f._____

Whereas the land lord herein is absolute owner of the agriculture land bearing Survey No. _____admeasuring_____Sq. yards, _____Sq. Mtrs., 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 _____

Whereas the Lessee has approached the lessor and offered to take on lease the scheduled property belonging to the lessor and the lessor has agreed to lease the scheduled on terms and conditions as here under.

NOW THIS AGREEMENT WITNESSETH AS UNDER :

1. That the lessee shall pay a monthly rent of Rs. _____ (Rupees only) exclusive of property tax, electricity charges, maintenance charges and any other charges to the land lord on or before ____ day of every English Calander month without any default. The payment of monthly rent shall be witnessed by duly stamped receipt evidently payment of rent.

2. The Lessee paid of Rs_____months rent to the lessor as deposit, which is adjustable before the termination of the lease.

   The lessee paid_____months rent as deposit to the lessor which is refundable at the time of termination of lease.

3. That the lessee shall pay apart from the aforesaid rent, water charges, maintenance charges and any other charges levied by the government authorities regularly.

4. The property tax to local body will be paid by the lessor only

5. The property tax to local body will be paid by the lessee and the present property tax is Rs_____ per annum.

6. That the lessee shall obtain receipts for the property tax paid and submit to the lessor.

7. That the lessee shall not sublet the premises or transfer his lease hold rights in favour of any person whatsoever. The lessee shall not part with the possession of either whole or in portion of the leased premises in favour of any person whatsoever.

8. That the lessee shall keep the scheduled property in good condition and shall not carry or any alteration what so ever. Without the prior written consent of the landlord.

9. That the lessee shall not carry on any illegal business or shall store any material prohibited under law.

10. That the lessee shall not store any explosive material which may damage the schedule property .

11. That the lessor and its representatives shall be entitled to inspect the schedule property at all reasonable times.

12. That in the event of the lessee committing breach of any of the terms and conditions mentioned above. The lessor shall be entitled to terminate the lease

agreement without any notice and take possession of the leased property.

13. That the lessee shall pay the rent every month regularly before the____of the each succeeding month and obtain the receipt of the same.

14. The scheduled property 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 or under mortgage to Govt.agencies / undertakings.

SCHEDULE OF PROPERTY

All that the piece and parcel of Non-Agriculture Land bearing Survey No.___admeasuring Ac._____Sq. Yards. /_____Sq. Mtrs situated in _____Village_____Mandal_____ , Under the jurisdiction of Sub District_____and Registration District_____bounded by ,

North :

South :

East :

West :

In witness whereof the landlord and the lessee have signed this lease agreement in token of their acceptance with their own free will and without any undue influence and coercion in the presence of witnesses :

WITNESSES :

1.

2.

LESSOR

LESSEEE