

**FOR OFFICIAL USE**

Serial No.....

Token No.....

**A) To be filled by the Sub Registrar**

- I. Date and time of presentation
- II. Date fixed for registration
- III. Token No.

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**B)**

**Signature of the Sub - Registrar**

- I. Name of the diarsing official
- II. Whether documents is complete in all respects and within jurisdiction
- III. If answer to (II) is yes, what is the stamp duty and registration fee payable

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Stamp duty

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Registration Fee

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- IV. If answer to (ii) is no, the reasons therefore

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**C)**

**Signatrue of R. C./ I.C.**

- I. Whether the deed is complete in all respects
- II. Stamps attached
- III. Date of actual registration
- IV. Date when the document will be ready for registration
- V. Date and time of return of document
- VI. Date and time of return of document after registration.
- VII. Name of the party receiving the document.
- VIII. Whether the stamps have been cancelled.
- IX. Date of return of document in case the document is incomplete / under stamped.

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**Signature of the Sub - Registrar**