

Only Car Park – Transfer Procedure

1. Letter in prescribed Format duly signed by all partners / directors / individual / HUF / proprietor with name, photograph and left thumb impression verified by bank. (Format attached – Draft A for Transferor & Draft – E for Transferee)
2. In case signatures of all Partners or Directors is not affixed on the Letter as per Form A, the following documents are required
3. Extract of resolution Authorising any one Director for signing, executing, registering any documents for specific transfer of car park signed by the Company.
4. Authority cum Consent Letter Authorising any one Partner for signing, executing, registering any documents for specific transfer of car park signed by all other partners (except Authorised Partner) (Format attached – Draft B for Transferor & Draft F for Transferee).
5. Pan Card of the Company / Firm / Individual / HUF duly self attested.
6. Certificate from C A / C S / Advocate confirming the list of present partners / proprietor as on date (Format attached – Draft C).
7. Copy of ROF Certificate / Partnership deed from date of incorporation till date self certified or notarized. (in case of Partnership).
8. Copy of Memorandum and Article of Association self certified. (in case of company)
9. Extract of resolution for transfer signed by the Directors other than Authorised Director. (in case of company)
10. NOC from bank (in case of mortgage / lien created in favour of Bank)
11. Receipt of payment made for last quarter maintenance charges
12. Trade Membership Certificate (Transferee)
13. Indenture for Transfer of Shares (Format attached – Draft D) duly stamped under Bombay Stamp Act and registered.
14. Form SH-4 duly stamped under Indian Stamp Act
15. Original Share Certificate

Note:

- (i) BDB will permit transfer of shares having Occupancy Rights for Car Parking Space ONLY to an existing Property Member (as defined under Article 3 (t) of the Articles of Association).
- (ii) In case the said Property Member wishes to link his existing shares having Occupancy rights to a Car Parking Space with his existing shares as the said Property Member, he may do so by furnishing a Plain Paper application signed by all Partners/ Directors.
- (iii) The following fees shall be payable:-
 - a. Processing Fees: Rs. 5000/- in favour of 'Bharat Diamond Bourse' vide Demand Draft / Pay Order
 - b. Transfer Fees: Rs. 5000/- in favour of 'Bharat Diamond Bourse' vide Demand Draft / Pay Order
- (iv) If any Property Member who holds Block of Shares with Occupancy Rights of more than one Office Premises and wishes to link the Occupancy Rights for a particular Car Parking Space with another Office Premises (held in the same name) then, only Processing Fees is payable.

DRAFT A

On the letter Head of the Transferor duly signed by (Individual/Proprietor/HUF/All Partners/All Directors) with Left Thumb impression and signature verified by bank

To,
Bharat Diamond Bourse
Bandra- Kurla Complex,
Bandra (E), Mumbai - 400 051.

DATE:

Dear Sir,

Ref.: Transfer of Shares having Occupancy Rights to Car Park No. _____

I/ We are holder/s of _____ shares of Rs. _____/- (Rupees _____) each bearing distinctive numbers from _____ to _____ (both inclusive) comprised in the share certificate No. _____ (hereinafter referred to as "**the Said Shares**") allotted by BDB having Occupancy Rights to Car Parking No. _____ in Building No. _____ at Bharat Diamond Bourse (BDB), G-Block, Bandra-Kurla Complex, Bandra (East), Mumbai -400 051 (**the Said Car Parking Space**”).

I/We intend to transfer the Said Shares to _____, who is already a Property Member as also a Trade Member /Exclusive Property Member having Office Premises No. _____ at BDB and holds BDB membership No. _____.

Thanking You,

Yours faithfully,

For _____ Transferor

| Sr.No. | Photographs | Name & Signature | Thumb Impression |
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(Partners / Directors / Proprietor / HUF / Individual)

The above signatures are duly attested by:

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| Name of the Bank with Seal | |
|----------------------------|--|

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| Signature of the authorised person attesting the above signatures | |
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| Name of the authorised person attesting the above signatures | |
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| Designation of the authorised person attesting the above signatures | |
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DRAFT B

On the letter Head of the Transferor duly signed by (All Partners) with Left Thumb impression and signature verified by bank

AUTHORITY - CUM – CONSENT

I / We, _____ have agreed to enter into Indenture for Transfer of Shares to be executed with _____ a partnership firm /proprietorship concern / company being a Property Member as also a Trade Member/Exclusive Property Member having its office at _____, (by its authorized partner/Proprietor _____), (hereinafter referred to as the "Purchaser / Transferee"), in respect of the Shares comprising of _____ Equity Shares having face value of Rs.1,000 /- each bearing Distinctive Nos. from _____ to _____ (both inclusive) held under Share Certificate No. _____ (hereinafter referred to as "**the Said Shares**") having Occupancy Rights to Car Parking Space Bearing No. _____, in the building, of the "Bharat Diamond Bourse Complex" constructed in the year 2009 on all that piece and parcel of Land bearing Plot No. C-28 at G –Block Bandra-Kurla Complex, situated and lying in CTS No. 4207, Village Kolkalyan, TalukaAndheri, Registration District of Mumbai Suburban (hereinafter referred to as the "**Said Parking Space**") and their present and future interest in the capital pertaining to Said Shares having Occupancy Rights to the Said Car Parking Space .

_____ one of the partners of our firm, is hereby authorized to sign the abovementioned Indenture of Transfer, Application for NOC and other documents to BDB, Share Transfer documents, Power of Attorney, Indemnity Bond and other relevant documents and to do all such acts as may be necessary in respect of the transfer of the Said Shares in favour of the Purchaser / Transferee.

For _____

Through its Partners / Directors

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|--------------------------------|-----------|-----------------------|-------|
| | | | |
| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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|--------------------------------|-----------|-----------------------|-------|
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| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| | | | |
| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

Place : Mumbai

Date : _____.

DRAFT C

(To be typed on the letter Head of the C A / C S / Advocate duly signed with stamp, registration number & date by the C A / C S / Advocate)

Bharat Diamond Bourse,
G Block, BandraKurla Complex,
Bandra East.

This is to certify that (1) _____, (2)
_____, (3) _____,
(4) _____ and (5) _____

(name of the partners)are **THE ONLY** partners of M/s (*Name of the firm*) _____, a partnership firm registered under Indian Partnership Act, 1932 as on the date of application to Bharat Diamond Bourse seeking NOC for transfer of Shares having Occupancy Rights to Car Parking Space No. _____ held by M/s. (*Name of the firm*) _____, in Bharat Diamond Bourse and that there is no other partner in the firm other than those mentioned above.

For _____

Signature

(Name)

Registration No.

Date:

Place:

DRAFT D

INDENTURE FOR TRANSFER OF SHARES OF BHARAT DIAMOND BOURSE

This Indenture is made at Mumbai this _____ day of _____, 20____ between,

_____ having his/her/its address at

hereinafter referred to as "**the Transferor**", AND _____
having his/her/its address at _____ hereinafter referred to as "**the Transferee**".

WHEREAS

1. The Transferor as the registered owner and occupier of Block of Shares comprising of the _____ Equity Shares bearing distinctive nos. _____ to _____ under Share Certificate No. _____ in respect of car parking space bearing no. _____ in the compound of Tower ____, and (hereinafter referred to as the "**Said car parking**") and the Block of Shares for the said car parking referred to as "**the said shares**") in the building known as the "**Bharat Diamond Bourse Complex**" constructed in the year 2009 on all that piece and parcel of Land bearing Plot No. C-28 at G –Block Bandra Kurla Complex, situated and lying in CTS No. 4207, Village Kolkalyan, Taluka Andheri, Registration District of Mumbai Suburban and more particularly described in the Schedule hereunder has come to an Agreement with the Transferee for the transfer of the said shares from the Transferor to the Transferee.

2. The Transferee has obtained clearance from the Managing Committee of the Bharat Diamond Bourse ("**BDB**") that he/she/it, besides meeting with the eligibility criteria of being a member of the

BDB under Article 15 of the Articles of Association ("AOA"), also satisfies the criteria of being a Property Member and a Trade Member/ Exclusive Property Member.

NOW THIS INDENTURE WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS UNDER:

1. The Transferor hereby transfers the said shares entitling Occupancy Rights to the Stipulated Premises to the Transferee for a consideration of Rs. _____/- (Rupees _____ Only) which the Transferor acknowledges as having received from the Transferee and to this effect, the parties hereto have separately executed a Transfer Deed (the "**Transfer Deed**") as required under the Companies Act, 1956 on which stamp duty under Article 62 of Schedule I of Indian Stamp Act, 1899 has been paid.
2. The Transferor and the Transferee agree to the admission of this Indenture before the Sub Registrar Of Assurances after it has been stamped under Article of 25 (b) of Schedule I to the Bombay Stamp Act, 1958 and for this purpose, both the Transferor and the Transferee will cooperate with each other for having the stamp duty adjudicated, if required.
3. The stamp duty and the registration charges for this Indenture and for the Transfer Deed will be borne by the Transferee alone.

THE FIRST SCHEDULE ABOVE REFERRED TO

Car Parking Space No. _____, in the basement of Tower ____, in the building known as the "**Bharat Diamond Bourse Complex**" constructed in the year 2009 on all that piece and parcel of Land bearing Plot No. C-28 at G –Block Bandra Kurla Complex, situated and lying in CTS No. 4207, Village Kolekalyan, Taluka Andheri, Registration District of Mumbai Suburban

THE SECOND SCHEDULE ABOVE REFERRED TO

| Sr. No. | No. of Equity Shares | Face Value of Shares | Distinctive Nos. | Share Certificate No. | Allotted Car Parking No. |
|----------------|-----------------------------|-----------------------------|-------------------------|------------------------------|---------------------------------|
| 1. | _____ | _____ | _____ | _____ | _____ |

SIGNED, SEALED AND DELIVERED]

by the Withinnamed]

_____]

Transferor]

in the presence of...

1.

2.

SIGNED, SEALED AND DELIVERED]

by the Withinnamed _____]

Transferee]

in the presence of...]

1.

2.

DRAFT E

On the letter Head of the Transferee duly signed by (Individual/Proprietor/HUF/All Partners/All Directors) with Left Thumb impression and signature verified by bank

To,
Bharat Diamond Bourse
Bandra- Kurla Complex,
Bandra (E), Mumbai - 400 051.

DATE:

Dear Sir,

Ref.: Transfer of Shares having Occupancy Rights to Car Park No. _____

I/ We are transferee / purchaser of _____ shares of Rs. _____/-
(Rupees _____) each
bearing distinctive numbers from _____ to _____
(both inclusive) comprised in the share certificate No. _____ (hereinafter
referred to as "**the Said Shares**") allotted by BDB having Occupancy Rights to Car Parking
No. _____ in Building No. _____ at Bharat Diamond Bourse (BDB), G-Block,
Bandra-Kurla Complex, Bandra (East), Mumbai -400 051 (**the Said Car Parking Space**).

I/We intend to purchase the Said Shares from _____,
who is already a Property Member as also a Trade Member /Exclusive Property Member
having Office Premises No. _____ at BDB and holds BDB membership
No _____.

Thanking You,

Yours faithfully,

For _____ Transferee

| Sr.No. | Photographs | Name & Signature | Thumb Impression |
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(Partners / Directors / Proprietor / HUF / Individual)

The above signatures are duly attested by:

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|----------------------------|--|
| Name of the Bank with Seal | |
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| Signature of the authorised person attesting the above signatures | |
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| Name of the authorised person attesting the above signatures | |
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| Designation of the authorised person attesting the above signatures | |
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DRAFT F

On the letter Head of the Transferee duly signed by (All Partners) with Left Thumb impression and signature verified by bank

AUTHORITY - CUM – CONSENT

I / We, _____ have agreed to enter into Indenture for Transfer of Shares to be executed with _____ a partnership firm / company being a Property Member as also a Trade Member/Exclusive Property Member having its office at _____, (by its authorized partner/director _____), (hereinafter referred to as the "Seller / Transferor"), in respect of the Shares comprising of _____ Equity Shares having face value of Rs.1,000 /- each bearing Distinctive Nos. from _____ to _____ (both inclusive) held under Share Certificate No. _____ (hereinafter referred to as "**the Said Shares**") having Occupancy Rights to Car Parking Space Bearing No. _____, in the building, of the "Bharat Diamond Bourse Complex" constructed in the year 2009 on all that piece and parcel of Land bearing Plot No. C-28 at G –Block Bandra-Kurla Complex, situated and lying in CTS No. 4207, Village Kolkalyan, Taluka, Andheri, Registration District of Mumbai Suburban (hereinafter referred to as the "**Said Parking Space**") and their present and future interest in the capital pertaining to Said Shares having Occupancy Rights to the Said Car Parking Space .

_____ one of the partners / directors of our firm, is hereby authorized to sign the abovementioned Indenture of Transfer, Application for NOC and other documents to BDB, Share Transfer documents, Power of Attorney, Indemnity Bond and other relevant documents and to do all such acts as may be necessary in respect of the transfer of the Said Shares in favour of the Purchaser / Transferee.

For _____

Through its Partners / Directors

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|--------------------------------|-----------|-----------------------|-------|
| | | | |
| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

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| | | | |
| Name of the Partner / Director | Signature | Left Thumb Impression | Photo |

Place : Mumbai

Date : _____.