



## BHARATRATNA DR. BABASAHEB AMBEDKAR LAW COLLEGE

**NAME:** VARSHA ASHOK SINGH

**GUIDED BY:** PROF. VENNANTI POOJARY MAM

**ROLL NO:** LL.B. 20351 | BDCA 2351

**SUBJECT:** PRACTICAL - II

**CONTACT NO.:** 7715008482

**EMAIL:** Varshasingh8860@gmail.com

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# SPECIAL POWER OF ATTORNEY

TO ALL TO WHOM THESE PRESENTS SHALL COME:  
 I ABE —, India Inhabitant, residing — do  
 hereby SEND .

GREETING :-

WHEREAS, (a) I am the owner of Flat no. — situated on the — floor of the building known as "POR" Apartment at — in POR "CO-OPERATIVE HOUSING SOCIETY LIMITED" a society registered under the Maharashtra Co-operative Societies Act, and I am the also registered member and shareholder of the said society and holding — shares of face value of Rs. — each of the aggregate value of Rs. — bearing distinctive nos. — to — both and certificate NO. — issued by the said society incidental to the ownership of the said flat and the said premises exclusively belong to me. The said premises is more particularly described in the schedule hereunder written.

(b) I have transferred the said to XYZ and at the request of the said Transferee, I

desire to appoint him as my attorney for the purposes  
hereinafter mentioned.

NOW KNOW YE ALL AND THESE PRESENTS,

WITNESSTH, that I do hereby nominate, constitute  
and appoint XY2 as my true and lawful attorney  
to act, conduct, manage and look after all my  
affairs relating to the said premises and I  
hereby irrevocably confer upon my Attorney the  
following amongst other powers and authorities.

1. To make, sign and execute, Agreements, Conveyances, Deeds of Transfer, Deed of Assignment, transfer forms, Declarations, Resignation letter etc to the said Society & other writings, affidavits, declaration & applications.
2. To pay transfer fees and to make such other payments to the said Society as may be necessary.
3. To attend the annual general meeting of the said Society and to vote on my behalf & also to take part in all the proceeding of the Society and its meetings on my behalf.
4. To present and lodge the Deed of transfer & other writings as aforesaid assurances for registration.

in the offices of the Sub-Register of Assurances  
and to admit execution thereof.

S. In general, to do all other act, deeds, matters & things whatsoever in respect of the said premises either particularly or generally described as effectually to all intents and purpose as we could have done ourselves.

That is to clarify that once the said premises are fully and effectively transferred in favour of the Transferee in all manneris the present power of Attorney shall come to an end.

THE SCHEDULE ABOVE REFERRED TO  
IN WITNESS WHEREOF, I have hereto set and  
subscribed my hands & seals at \_\_\_\_\_ this  
day of \_\_\_\_\_.

SIGNED AND DELIVERED )

By the withinamed ABE )

By this handy )

In the presence of )

Before me,

## AFFIDAVIT FOR CHANGE IN NAME

By this deed I, the undersigned XYZ (New Name) previously called ABC (Old Name), doing service and resident of House No. 123, 3RD FLOOR, NEAR HANUMAN MANDIR, MANIKPUR, VIRAR, DIST. LMN, PINCODE - 123456, Maharashtra, India (address), solemnly declare

- That for and on behalf of myself and my wife, husband, father, mother, children and remitter issue I wholly renounce and abandon the use of my former name / surname ABC and in place thereof, I do hereby assume from this date the name / surname of XYZ. so that I and my children and remitter issue my hereafter be called known and distinguished not by my former name / surname, but assumed name / surname of XYZ.
- That for the purpose of evidencing such determination declare that I shall at all time hereafter in all record, deeds and writings and in all proceeding dealing & transaction as well as upon all occasions whatsoever use and sing the name of XYZ, as my name / surname in place and in substitution of my former name / surname.

3. That expressly authorized and request all persons in general and relatives and friends in particular at all times hereafter to designate & address me my wife / husband , my children a remitter issue by such assumed name / surname of XYZ.

4. In witness whereof, I have herinto subscribed my former and adopted name / surname of ABC and XYZ, affix my signature & seal if any this 3rd day of December in the year 2016.

In the presence of :

LMN,

ASHIRWAD, DIVDAMAN,

VASAI - WEST,

PINCODE - 123456.

XYZ  
Signed & sealed delivered by  
above name

(1)

NITA DIKHIT)

DIVDAMAN, VASAI,

PINCODE. 123456.

(1)

ABC

Signed sealed & delivered by  
the above name formerly  
name

solemnly affirmed at  
mumbai on this 3rd day  
Dec. 2016 .'

Explain & Identify by me

## PROMISSORY NOTE TEMPLATE

Amount ₹42

DATE: 2nd June 2016

Place : ABC

I Mr. POR make commitment to pay ABC Company i.e. the of ₹42 Rs. Repayment is to be made in the form of 200 equal payments at the interest rate of 7.2% of the ₹42 payable on the 7th of each month, beginning 7/01/2016 until the total amount of debt is paid.

IN WITNESS WHEREOF, I set my hand under seal this    (The day) of    (month) 20   & I acknowledge receipt of a completed copy of this instrument.

Sign: (Signature of borrower)

Name & Address: (Party Name)

Notary Public: SEAL  
my Commission expire  
                |        |          |

ADJOURNMENT APPLICATION IN  
CRIMINAL MATTER

IN THE COUR OF

MS. \_\_\_\_\_

METROPOLITAN MAGISTRATE, NEW DELHI

C.C. NO. OF 20.

Petitioner / Complainant.

VERSUS

Respondent / Accused.

FIR NO. \_\_\_\_\_,

UNDER SECTION : \_\_\_\_\_ IPC,

P. S. - \_\_\_\_\_

APPLICATION SEEKING ADJOURNMENT UNDER  
SECTION 256 OF Cr. P.C.

The Petitioners / Complainant / Accused above state as follows;

1. The Petitioners state that above case is coming up today for further proceeding.
2. The Petitioners state that the petitioner could not appear before this Hon'ble Court as he is \_\_\_\_\_ or his Counsel is down with fever.
3. The absence of the petitioners / his counsel is neither willful nor wanton but due to the reasons state above.

In these circumstances it is therefore prayed that this Hon'ble Court may be pleased to dispense with personal appearance of the petitioner / complainant and allow them to appear through their counsel under sec. 256 Cr.P.C. for today and thus render justice.

DATED AT THIS THE DAY OF 12/01/15.

Petitioner / Complainant .

ADVOCATE FOR APPLICANT

# LETTER OF ATTORNEY

THIS AGREEMENT is made and entered into as of the X day of 20, by and between Tantant, a x42 ('Mortgagor'), whose address is ABC, LMN a ('Mortgagee') whose address is PQR, and XWE ('Mortgagee'), whose address is EDF.

WITNESSETH, THAT;

1. WHEREAS, Mortgagee has made loan in the amount of \$    to Mortgagor, repayment of which is secured by a mortgage or deed of trust ('mortgagee') on real estate ('the "Premises") as more fully described in Exhibit A attached hereto;
2. WHEREAS, the mortgagee is recorded in the County where the premises are situate under Recording No.   ;
3. WHEREAS, Tantant is lessee under a lease of even date herewith, made by    a   , as landlord, demising all or a portion

of the Premises (Said lease and all amendment thereto being referred to as the "Lease") a true copy of which is attached hereto as Exhibit B;

4. WHEREAS, as a condition precedent to Tenant's execution of the lease, Tenant is has required that mortgagee agree not to disturb Tenant's possession of the premises so long as Tenant is not in default under the lease;

5. WHEREAS, mortgagee is agreeable to not disturbing Tenant's possession of the premises;

6. WHEREAS, it will be of substantial benefit to Tenant for mortgagee execute this agreement and .

7. WHEREAS, Tenant is executing the lease in reliance upon the agreement contained in this instrument;

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day & year first above written .

LENDER

- By; \_\_\_\_\_

Its Vice President

TENANT

By; \_\_\_\_\_

Its Vice President

LANDLORD

By; \_\_\_\_\_

Its Vice President

STATE OF \_\_\_\_\_

COUNTRY OF \_\_\_\_\_

Personally appeared before me, the undersigned authority in and for the said country and state on this — day of \_\_\_\_\_ 20 \_\_\_\_ within my jurisdiction, the within named, who acknowledged [he] [she] [THEY] executed the above & foregoing instrument.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES:

# VAKALATNAMA FOR HIGH COURT

VAKALATNAMA

IN THE HIGH COURT OF ABC AT NEW  
DELHI

SUIT | APPEAL | COMPLAINT | PETITION I W.P.

NO. 442 OF 2016

IN THE MATTER OF :

Plaintiff / Appellant

VERSUS

Defendant / Respondent / Accused.

KNOW ALL . . . to whom these present shall  
that I/we \_\_\_\_\_ the above  
name \_\_\_\_\_ do hereby appoint \_\_\_\_\_  
herein after called in the advocate(s)  
to be my/our Advocate in the above  
noted case authorise him :-

- To act, appear and plead in the above-noted case in this court or in any other court which the same may be tried or heard and also in the appellate court including High court subject to payment of fees separately

for each court by me/us.

2. To file and take back documents, to admit and/or deny the documents of opposite party.
3. To withdraw or compromise the said case or submit to arbitration any differences or disputes that may arise touching or in any manner relating to the said case.
4. To take execution proceedings.
5. To deposit, draw and receive monthly cheques, cash and grant receipt thereof & to do all other acts and things which may be necessary to be done for the progress & in the course of the prosecution of the said case.
6. To appoint and instruct any other legal practitioner authorising him to exercise the power and authority hereby conferred upon the Advocate whenever he may think fit to do so & to sign the power of attorney on our behalf.
7. And I/we, the undersigned do hereby agree not to hold the advocate or his substitute responsible for the result of the said case.

8. The adjournment costs whenever ordered by the court shall be of the Advocate which he shall receive and retain for himself.

IN WITNESS WHEREOF I/we do hereunto set my/our hand to these presents the contents of which have been understood by me/us on this : \_\_\_\_\_ day of \_\_\_\_\_ 200\_\_\_\_\_ Accepted ; and I identified the client.

\_\_\_\_\_ADVOCATE \_\_\_\_\_ADVOCATE

\_\_\_\_\_CLIENT

ADDRESS: \_\_\_\_\_

ENROLLMENT NO: \_\_\_\_\_

MOBILE NO: \_\_\_\_\_ E-MAIL \_\_\_\_\_

NAME OF ACCUSED / APP