

**Check List for HBA RBH / RBF Loan / List of HBA documents to be submitted as in order:**

- 1. Rs.450/- Demand Draft for HBA Verification Fee in favour of “The Secretary”, Bhadratha, Hyderabad.**
- 2. Latest month Original Pay slips of the Applicant, 1st Surety & 2nd Surety Attested by Administrative Officer**
- 3. Original Physical Fitness Certificate of the Applicant Issued by the Unit Medical Officer/ Govt. Doctor not below the rank of Civil Asst. Surgeon**
- 4. Copy of Vendor’s and Applicant’s bank passbook / Cheque Leaf**

**Sl. No.**

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| i   | Original Agreement of Sale on Rs. 100/- typed on Non-Judicial Stamp Paper including signatures of the Vendor and Vendee on each page is required |
| ii  | Vendor’s Registered Sale Deed (Not Less than 75 Sq. Yrds. is eligible)   |
| iii | Link documents for last 15 years   |
| iv  | Encumbrance Certificate from last 15 years till the date of submission HBA application   |
| v   | Photograph of RBH/RBF  |
| vi  | Approved Layout  |
| ix  | Market Value Certificate issued by Sub-Registrar   |
| x   | Permission & Plan approval   |
| Xi  | Estimation cost  |