

To,

The Managing Committee,
The Tribune Parivaar House Building Cooperative Society,
Derabassi, SAS Nagar, Punjab.

Subject: Mandatory Compliance with New Government Notifications dated 20.11.2025 Regarding Stamp Duty, Compulsory Registration of Transfers, and Restrictions on Transfer Practices in Housing Co-operative Societies.

The Department of Cooperation, Government of Punjab, has issued two important Gazette Notifications dated 20th November 2025, published in the *Punjab Government Gazette (Extraordinary)*, which introduce **major changes** to the manner in which House Building Cooperative Societies must handle **membership transfers, property conveyance, stamp duty, registration, and transfer fee practices**. These notifications have **immediate effect**, and all societies are required to **strictly implement the directions**. Relevant parts have been examined in detail and are summarised below for your necessary action.

1. Compulsory Registration of All Transfers (Notification No. S.O. 311/P.A.25/1961/S.37/2025)

1.1 Applicability

This notification applies to:

- **All Housing Co-operative Societies** registered under the Punjab Co-operative Societies Act, 1961.
- **Any other co-operative society engaged in allotment, sale or transfer of land or immovable property.**

1.2 Mandatory Registration of All Transfer Instruments

- Every transfer of share, membership, possession, ownership or beneficial interest in property must be compulsorily registered under Section 17 of the Registration Act, 1908.
- No transfer shall be valid unless:
 - A **duly executed and registered conveyance deed** is completed.
 - Stamp duty is paid at the **prevailing collector rate**.
 - Applicable **registration fee** is paid.

1.3 Timeline

- Registration must be completed **within 90 days** of transfer of membership or possession (whichever is earlier).
- Failure attracts a **penalty of 0.5% per month** on applicable stamp duty / registration fee arrears, capped at **100%**.

1.4 One-time Rebate for Existing Holders

- Existing holders (other than original allottees) may register their title within **120 days** of Gazette publication.
- A **50% rebate** on applicable stamp duty is available for this period.

1.5 Societies Banned from Charging Transfer Fees

- Societies are **prohibited** from charging:
 - Transfer fee
 - Premium
 - Levy by any name
 - Donation linked to transfer

- Only an administrative fee up to ₹10,000, as approved by the Registrar, may be charged solely for verification of records.

1.6 Clarification

- Any change in:
 - Beneficial ownership,
 - Possession,
 - Share transfer, or
 - Membership transfer
 shall be treated as a **transfer of right/title/interest**, and must be registered.

2. Restrictions & Duties of Societies in Allotments and Transfers (Notification No. S.O. 312/P.A.25/1961/S.38/2025)

2.1 Exemption for Original Allottees

- Stamp duty exemption only for the first/original allotment made by the society.
- Only registration fee is payable at that stage.

2.2 No Exemption for Subsequent Transfers

- All future transfers after original allotment must pay:
 - Full stamp duty
 - Full registration fee
 as per Revenue Department rates.

2.3 Mandatory Mode of Transfer

All future transfers must be executed:

1. **First** by existing holder executing & registering conveyance in his/her own name.
2. **Only thereafter**, sale/transfer to new purchaser can occur.

Societies **cannot execute transfer instruments directly in favour of purchasers** (except in original allotments).

2.4 Societies Prohibited from Executing Transfer Deeds

- Societies must no longer execute or register any transfer deed in favour of purchasers on behalf of outgoing members.
- All conveyancing is strictly **between transferor and transferee**.

3. Action Required from Your Society Immediately

You are hereby directed to:

3.1 Stop all unregistered or society-level transfer practices

- No transfer shall be accepted without a registered conveyance deed.
- Membership entries must only be updated after proper registration.

3.2 Display a public notice to all members

Inform members about:

- 120-day rebate for existing holders
- Penalty for late registration
- Ban on charging transfer fees

3.3 Update Bye-laws and internal procedures

Ensure your society's bye-laws and office practices comply with the new legal directions.

3.4 Maintain a register of transfer compliance

Include:

- Date of application
- Conveyance deed number

3.5 Stop all earlier illegal practices

Such as:

- Charging transfer fee/donation in any form
- Direct transfer on society letterhead without registration
- Issuing possession without registered conveyance

3.6 Report compliance to this office

Submit a written compliance report within 30 days:

- Confirming all changes implemented
- Attaching copy of notice issued to members
- Updated internal transfer procedure

4. Consequences of Non-Compliance

Any violation will be treated as:

- Contravention of Gazette Notification,
- Violation of Punjab Cooperative Societies Act, 1961,
- Grounds for:
 - Inquiry under Section 55
 - Supersession under Section 27
 - Personal liability of Managing Committee members

These notifications fundamentally reform how transfers are to be handled by all House Building Cooperative Societies in Punjab. The Managing Committee is expected to ensure **strict and immediate compliance**, failing which appropriate action shall be initiated as per law from the Office of Assistant Registrar Cooperative Societies, Derabassi.

Attached: Gazette Notification

Date: 03.12.2025


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