



CDF Housing Co- operative Society Limited

La-Colline Apartments in Upper Hill, Near NIC Bank Building along Masaba Road

P.O Box 46682-00100- Nairobi, Kenya

Tel: 0707-953 915 Email: cdfhousingsacco@gmail.com/cdfhousingsacco@yahoo.com

LAND APPLICATION FORM

This form should be completed in block letters. Also, refer to the terms and condition of sale (Part F)

PART "A": MEMBERS DETAILS

1. Surname..... Other Names.....
2. Nationality..... Date of Birth.....
3. PF Number..... Housing Membership Number.....
4. Identity Card Number..... KRA PIN No.....
5. Present Work Station..... Home Address.....
6. Mobile No..... Email:
7. Name of Next of Kin/Nominee.....
8. Next of KIN I/D No..... Relationship.....

PART "B": PROPOSED PLOT DETAILS

Iwish to apply for purchase of

Plot(s) located in

1. Current plot Title Number: (LR NO)..... Parcel no.....
2. Proposed approximate plot area..... (in Ha)
3. Purchase Cost per Plot (Kshs)

The CDF Housing Cooperative Society bankers is **The Cooperative Bank of Kenya, Account number 01120201608800, Parliament Road Branch.**

PART "E: AUTHORITY TO MAKE DEDUCTION FROM MY SALARY- MONTHLY SAVINGS

I, Mr/Mrs/Miss.....

hereby authorize you HR department of NGCDF Board to deduct Kshs.....
from my salary every month and to pay it to the CDF Housing Co-operative Society Ltd towards
purchase of the aforementioned plot with effect from month of..... until all
amounts due are paid and titles issued..

Applicant's Signature..... I/D No.....Date.....

PART 'F': OTHER REQUIREMENTS

- The down payment of 25% must be received on the date of signing application form and balance within 18 months from that date. The down payment can be paid either through cash deposit or commitment from member's savings.
- The society will allocate plots on the basis of full payment and on first come first served basis.
- You must attach a Copy of ID card, Copy of PIN certificate, and three passport size photos
- Always ensure your deposit slip is received by the office and receipt issued

PART "G": TERMS AND CONDITIONS

- i. The purchaser shall pay a deposit of 25% of the purchase price on application for land.
- ii. The balance of purchase price should be paid within 18 months from the date of signing the land application form.
- iii. Upon application and payment of deposit, the plot applied for will be reserved for the Purchaser.
- iv. The Transfer of the plot **SHALL ONLY** be done into the purchaser's name upon payment of the full purchase price within the prescribed time.
- v. The purchaser shall pay the prevailing transfer fee and stump duty to the registrar of land (The society will facilitate the payments when requested by the purchaser). **These statutory payments are currently less than Kshs 30,000 per plot.**

- vi. For the avoidance of doubt, the duration to make full payment is strictly 18 months from the application date. In this case, the duration for lodging application and making full payment commence on
- vii. If within 18 months the purchaser will not have cleared the balance of the purchase price in full, any amount that will remain unpaid will attract a 'late payment penalty' equivalent to 2% of the outstanding balance per month. Late payment shall only be tolerated for a maximum period of 1 month (Grace Period) from the date when the full amount became due and payable.
- viii. After lapse of the payment period, applicants who will have paid in full will get title Deeds with a transfer in their name. After lapse of the grace period, any applicant who will not have paid in full will forfeit 30% of the deposit paid and the Housing Sacco shall resell the plot to any other person to defray its costs.
- ix. A refund of deposit shall only be made after the plot is successfully resold.

Applicant Signature.....Dated.....

FOR OFFICIAL USE ONLY

Date of Admission to Membership

Membership Registration Number

APPROVED BY CENTRAL MANAGEMENT COMMITTEE

Chairman's Signature:..... Date

Secretary's Signature:..... Date

Treasurer's Signature:..... Date

Parcel No..... Date of Allocation.....