

**ALLOTMENT LETTER**  
**(1<sup>st</sup> Draft without Prejudice)**

Date: \_\_\_\_\_

To

Mr./Mrs./Ms. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone/Mobile number \_\_\_\_\_

Pan Card No:

Aadhar Card No.:

Email Id:

**Sub:** Your request for allotment of Flat in the Project known as "**PARK WAY**", having Maha RERA Registration No. \_\_\_\_\_

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Dear Sir/Madam,

**1. Allotment of the said Flat:**

This has reference to your request referred at the above subject. In that regard, I/we have the pleasure to inform that you have been allotted a \_\_ BHK flat premises bearing No. \_\_\_\_\_ admeasuring RERA carpet area \_\_\_\_\_sq.mtrs. equivalent to \_\_\_\_\_ sq.ft. situated on the \_\_\_\_\_ floor, \_\_\_\_\_ Wing in the project known as "**Park Way**", having Maha RERA Registration No. \_\_\_\_\_ (hereinafter referred to as the "**said Flat**") being developed on land bearing Plot No.215 of Dadar Matunga Estate of the Municipal Corporation of Brihanmumbai, bearing Cadastral Survey No.185/10 of Matunga Division admeasuring 923.08 sq.mtrs., for a total consideration of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ Only) exclusive of GST, Stamp Duty and Registration Charges.

**2. Allotment of parking space (s):**

Further I/we have the pleasure to inform you that you have been allotted along with the said Flat, covered car parking space (s) bearing No(s) \_\_\_\_\_ /stilt parking bearing No (s) \_\_\_\_\_, /mechanical car parking unit bearing No(s) \_\_\_\_\_ on the terms and conditions as shall be enumerated in the agreement for sale to be entered into between ourselves and yourselves.

**3. Receipt of Part Consideration:**

I/We confirm to have received from you an amount of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ Only) being \_\_\_\_\_% of the total consideration value of the said Flat as booking amount/ advance payment on \_\_\_\_\_ through \_\_\_\_\_.[mode of payment]

**4. Disclosures of information:**

I/We have made available to you the following information namely:

- i) The sanctioned plans, layout plans along with specifications, approved by the competent authority are displayed at the project site and has also been uploaded on Maha RERA website.
- ii) The stage wise time schedule of completion of the project, including the provisions for civic infrastructure like water sanitation and electricity is stated in Annexure –A attached herewith and
- iii) The website address of Maha RERA is :

<https://maharera.mahaonline.gov.in/>

**5. Encumbrances:**

I/We hereby confirm that the said Flat is free from all encumbrances and I/We hereby further confirm that no encumbrances shall be created on the said Flat.

**6. Further payments:**

Further payments towards the consideration of the said Flat as well as of the Covered car parking space (s) shall be made by you, in the manner and at the times as well as on the terms and conditions as more specifically enumerated/stated in the Agreement for Sale to be entered into between ourselves and yourselves.

**7. Possession:**

The said Flat along with the covered car parking space(s) shall be handed over to you on or before \_\_\_\_\_ subject to payment of the consideration amount of the said Flat as well as of the covered car parking space(s) in the manner and at the times as well as per the terms and conditions as more specifically enumerated/stated in the agreement for sale to be entered into between ourselves and yourselves.

**8. Interest payment:**

In case of delay in making any payments, you shall be liable to pay interest at the rate which shall be the State Bank of India highest Marginal Cost of Lending Rate plus 2 (two) percent.

**9. Cancellation of allotment:**

- i) In case you desire to cancel the booking an amount mentioned in the Table hereunder written would be deducted and the balance amount due and payable shall be refunded to you without interest within 45 days from the date of the receipt of your letter requesting to cancel the said booking:

<b>Sr.No.</b>	<b>If the Letter requesting to cancel the booking is received</b>	<b>Amount to be deducted</b>
<b>1</b>	<b>Within 15 days from issuance of the allotment letter</b>	<b>Nil</b>
<b>2</b>	<b>Within 16 to 30 days from issuance of the allotment letter</b>	<b>1% of the cost of the said Flat.</b>
<b>3</b>	<b>Within 31 to 60 days from issuance of the allotment letter</b>	<b>1.5% of the cost of the said Flat.</b>
<b>4</b>	<b>After 61 days from issuance of the allotment letter</b>	<b>2% of the cost of the said Flat.</b>

- ii) In the event the amount due and payable referred to in clause 9 (i) above is not refunded with 45 days from the date of receipt of your letter requesting to cancel the said booking, you shall be entitled to receive the balance amount with interest calculated at the rate which shall be the State Bank of India highest Marginal Cost of Lending Rate plus two percent.

**10. Other payments:**

You shall make the payment of GST, stamp duty and registration charges as applicable, and such other payments as more specifically mentioned in the agreement for sale, the proforma whereof is enclosed herewith in terms of clause (11) hereunder written.

**11. Proforma of the agreement for sale and binding effect:**

The proforma of the agreement for sale to be entered into between ourselves and yourselves is enclosed herewith for your ready reference. Forwarding the proforma of the agreement for sale does not create a binding obligation on the part of ourselves and yourselves and compliance by yourselves of the mandate as stated in clause 12.

**12. Execution and registration of the agreement for sale:**

- i) You shall execute the agreement for sale and appear for registration of the same before the concerned Sub-Registrar within a period of 2 months from the date of issuance of this letter or within such period as may be communicated to you. The said period of 2 months can be further extended on our mutual understanding.
- ii) If you fail to execute the agreement for sale and appear for registration of the same before the concerned Sub-Registrar within the stipulated period of 2 months from the date of issuance of this letter or within such period as may be communicated to you, I/We shall be entitled to serve upon you a notice calling upon you to execute the agreement for sale and appear for registration of the same within 15 (fifteen) days, which if not complied, I/We shall be entitled to cancel this allotment letter and further I/We shall be entitled to forfeit an amount not exceeding 2% of the cost of the said Flat and the balance amount, if any due and payable shall be refunded without interest within 45 days from the date of expiry of the notice period.
- iii) In the event the balance amount due and payable referred to in Clause 12 (ii) above is not refunded within 45 days from the date of expiry of the notice period, you shall be entitled to receive the balance amount with interest calculated at the rate which shall be the State Bank of India highest Marginal Cost of Lending Rate plus 2 (two) percent.

**13. Validity of allotment letter:**

This allotment letter shall not be construed to limit your rights and interest upon execution and registration of the agreement for sale between ourselves and yourselves. Cancellation of allotment of the said Flat, thereafter shall be covered by the terms and conditions of the said registered document.

**14. Headings:**

Headings are inserted for convenience only and shall not affect the construction of various Clauses of this Allotment letter.

Yours faithfully

For M/s Om Sai Ganesh Builders and Developers

Partner/Authorized Signatory

(Email id)

Date:

Place:

**CONFIRMATION & ACKNOWLEDGEMENT**

I/We have read and understood the contents of this allotment letter and the Annexure. I/We hereby agree and accept the terms and conditions as stipulated in this allotment letter.

Signature \_\_\_\_\_

Name \_\_\_\_\_

(Allottee/s)

Date:

Place:

**Annexure –A**

**Stage wise time schedule of completion of the project**

Sr.No.	Stages	Date of Completion
1	Excavation	
2	Basements (if any)	

<b>3</b>	<b>Podiums (if any)</b>	
<b>4</b>	<b>Plinth</b>	
<b>5</b>	<b>Stilt (if any)</b>	
<b>6</b>	<b>Slabs of Super Structure</b>	
<b>7</b>	<b>Internal walls, internal plaster, completion of floorings, doors and windows</b>	
<b>8</b>	<b>Sanitary electrical and water supply fittings within the said flats</b>	
<b>9</b>	<b>Staircase, lifts wells and lobbies at each floor level overhead and underground water tanks</b>	
<b>10</b>	<b>External plumbing and external plaster, elevation , completion of terraces with water proofing.</b>	
<b>11</b>	<b>Installation of lifts, water pumps, fire fighting fittings and equipment, electrical fittings, mechanical equipment, finishing to entrance lobby/s, plinth protection, paving of areas appurtenant to building/wing, compound wall and all other requirements as may be required to complete project as per specifications in agreement of sale, any other activities.</b>	
<b>12</b>	<b>Internal roads &amp; footpaths, lighting</b>	
<b>13</b>	<b>Water supply</b>	
<b>14</b>	<b>Sewerage (chamber , lines, septic tank, STP)</b>	
<b>15</b>	<b>Storm Water Drains</b>	
<b>16</b>	<b>Treatment and disposal of sewage and sullage water</b>	
<b>17</b>	<b>Solid waste management &amp; Disposal</b>	
<b>18</b>	<b>Water conservation/rain water harvesting</b>	

<b>19</b>	<b>Electrical meter room, sub- station , receiving station</b>	
<b>20</b>	<b>Others</b>	

Promoters/Authorized Signatory

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