



# SHIVA PROPERTIES

## DRAFT ALLOTMENT LETTER

Mr. ....  
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**Sub: Provisional Allotment of Flat No..... Block Name..... at SENGUPTA ENCLAVE**

Dear Sir,

**Welcome! Be a part of SENGUPTA ENCLAVE**

In response to your EOI No. .... dt ..... and subsequent payment of Rs /-( ..... )  
Plus GST, we hereby provisionally allot the above flat subject to the General Terms & Conditions  
mentioned in EOI.

We are enclosing herewith the **payment Schedule** for the aforesaid flat for your ready reference.  
This provisional allotment is subject to the following:

1. You're making regular and punctual payments as and when called upon by the company in the manner mentioned in the payment schedule.
2. Your making payments, on demand, to the company and/or to any appropriate authority of all rates, GST, stamp duty, registration charges, levies, if any legal fees, documentation charges and other related charges, deposits including maintenance deposits etc.
3. Your executing necessary documentation as per the format of the company, as and when required.

It is clarified that this offer of provisional Allotment shall not be treated as an agreement for transfer. It is further clarified that formal agreement of transfer will be executed only on the allotment becoming final within 30days from the date of allotment and all amount paid till then will be treated as deposit.

Please send your remittance(s) by **Pay Order / Demand Draft / Cheque** in favour of **SHIVA PROPERTIES payable at Kolkata.**

Kindly quote your flat no. in all future correspondence. We assure you our best services at all times.

Thanking You. Yours faithfully,

For SHIVA PROPERTIES.  
✓ **SHIVA PROPERTIES**

*Uma Datta*

**Partner**

**Partner**

Block - B, Ground Floor, Basudha Enclave Phase - II,  
28B, Nilganj Road, Kolkata - 700056  
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