

Ref No:

Date: XX-XX-20XX

To,  
Mr. XXXXX

**ADDRESS**

Sub: Provisional Allotment of Apartment No. XX in **SABITA APARTMENT** at 1 No. Mohisila Colony, Simultala, Asansol-713303, West Bengal, having (RERA Registration No. \_\_\_\_\_ )

**Ref: Your Application No. \_\_\_\_\_ dated \_\_\_\_\_.**

Dear Sir,

In response to your application, we are pleased to provisionally allot in your favour a **XX BHK Apartment No. XXXX on the XX floor of SABITA APARTMENT** at 1 No. Mohisila Colony, Simultala, Asansol-713303, West Bengal, having a carpet area of XXXX sq. ft and super built up area of XXXX sq. ft. (hereinafter called the **Apartment**) along with **XX number of car parking space** \_\_\_\_\_ admeasuring \_\_\_\_\_ sq. ft. on the ground level. We also acknowledge receipt of Rs XXXX/- (Amount in words) towards part payment of Booking Amount for the Apartment.

The Total Price of the Apartment along with car parking space, is confirmed at Rs XXXX/- (Amount in words) and since you have opted for Down Payment Plan/ Installment Payment Plan, you are required to pay the balance amount as per the Payment Schedule annexed herewith. Please note that the Total Price includes taxes (consisting of tax paid or payable by the Promoter by way of Goods and Service Tax and cess,) up to the date of handing over the possession of the Apartment.

Breakup of Total Price:

Cost of Apartment	Rs. _____/-
Cost of Parking Space	Rs. _____/-
Proportionate Price of Common Areas	Rs. _____/-
(i) Goods and Service Tax	Rs. _____/-
(ii) Common Area Maintenance Charges for 12 months	Rs. _____/-

Please note the Apartment shall be allotted in your favour only upon receipt of the balance Booking Amount in terms of the Application Form. Therefore, we request you to make a payment of Rs XXXX/- (Amount in words) plus GST of Rs XXXX/- (Amount in words) aggregating to Rs XXXX/- (Amount in words) towards the Booking Amount for the Apartment by Pay Order/Demand Draft/Cheque in favour of "**UNIVERSAL CONSTRUCTION CO.**", payable at Asansol, within **XX** days from the date of this letter, i.e., on or before **XX**, failing which this provisional allotment will automatically stand terminated and **UNIVERSAL CONSTRUCTION CO.** will be free to deal with the Apartment at its sole discretion. This offer of provisional allotment shall not be treated as a sale or transfer document and does not create any right whatsoever or howsoever in your favour. The allotment of the Apartment shall remain provisional till the time a formal 'agreement for sale' is executed and registered in your favour. The stamp duty, registration fee and incidental expenses with respect to the same shall be payable and borne by you.

We shall be sending you from time to time, the demand notice for future balance installment payments, which are to be paid in terms of the agreement for sale of the Apartment to be executed and registered.

Upon receipt of the balance booking amount including GST as stated herein above, the copy of Agreement for Sale printed on Stamp Paper will be sent to you for your perusal and records and intimate you the proposed date(s) for execution and registration of the said Agreement for Sale.

As a token of your acceptance of the provisions herein kindly sign and return duplicate copy of this letter attached herewith for our record. Assuring you the best of our professional services at all times.  
Thanking You,

Yours Sincerely,

For **UNIVERSAL CONSTRUCTION CO**

(Authorised Signatory)

Encl:

1) Payment Schedule

2) Money receipt of Application Money

I/We have gone through the contents of the letter and I/we agree and accept the same.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Signature of Joint Applicant)