

(* Please put a tick mark against the document being enclosed)

- (a) Letter of authorization from the purchaser/buyer in case the applicant is an agent.
 (b) Original copy of money receipt.
 (c) Original copy of allotment letter.
 (d) Original copy of MOU agreement.
 (e) Original copy of Agreement For Sales.
 (f) Photo identity proof
 (g) Address proof
 (h) PAN copy
 (i) Cancelled Cheque
 (j) Any other document considered necessary in support of the claim (specify):
 (k) Total Number of documents enclosed:

7.	Any further details deemed necessary and relevant to the refund claim :	
8.	Whether any other refund claim filed/pending against the same Flat/unit/Bungalow. If yes, give details.	Yes/No
9.	Whether personal hearing required or not before the case is decided	Yes/No

DECLARATION

I/We _____ hereby declare that -

- (a) The contents of refund claim as per form above are true and correct to the best of my/our information and belief;
 (b) The amount and the ground for which this refund claim has been filed has not been previously claimed and paid; and that
 (c) The excess duty claimed as refund has not been passed on to any other person by the importer/buyer.

Milind Singh
Signature of the applicant

Place: *Kolkata*
Date: *3rd March, 2018.*

INSTRUCTIONS FOR APPLICANT

- * The deposit will be refunded by bank transfer/ Cheques within a maximum of 6 months. In this case, 5% of the deposit will be retained to cover administrative costs.
- * The Deposit Refund Request Form must be completed, signed by the purchaser.
- * Refunds for credit card purchase after 180 days will be in the form of a check.
- * Check request may take up to 6 weeks.
- * Cheques can be collected from the Office on Tuesdays and Thursdays between 12:00 am to 2 pm.