

Date: «today»

Customer Id\_\_\_\_\_

Customer/s Name»

«Co-Applicant1»

«Co-Applicant2»

«Co-Applicant3»

«Address Line1»

«Address Line2»

«Address Line3»

**Subject: Provisional Allotment Letter**

**Ref.: Residential Flat No. \_\_\_\_\_ of Phase – I/II of Jeevanam located at Sonarpur Chakberia Road, Mouza – Kalikapur, J.L. No. 95, Police Station – Sonarpur, District – South 24 Parganas, under Kalikapur 1 Gram Panchayat, West Bengal, Pin Code – 743 613**

Dear Sir/ Ma'am,

This has reference to your Application dated \_\_\_\_\_ for provisional allotment of the aforesaid residential flat in Jeevanam, Phase - I/II, at Sonarpur Chakberia Road, Mouza – Kalikapur, J.L. No. 95, Police Station – Sonarpur, District – South 24 Parganas, under Kalikapur 1 Gram Panchayat, West Bengal, Pin Code – 743 613

We are pleased to inform you that the said residential flat has been provisionally allotted to you, as per the General Terms & Conditions of the Application for Allotment No. “«sales order no.»” bearing the following details:

Residential Flat No.	
Floor No.	
Block No.	
Carpet Area (Sq. Ft.)	
Balcony Area (Sq. Ft.)	
Private Garden Area (Sq. Ft.) (if any)	
Car Parking (if any)	

The Consideration of the Total Price of the said Apartment is Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_) only as per the following details:

**Annex: A**

Sl. No.	Price Constituents	Amount (in Rs.)
1	Unit Cost	
2	Car Parking Charges (if any)	
3	Transformer & Electricity Expenses	
4	Total [Except Maintenance Charges, Deposits, Association Formation, Club Membership, Incidental Charges & all other charges which are at actuals & payable on/before/after possession]	
	<b>Total Consideration</b>	

The Total Consideration shall be payable as per the table provided below in Annex: B.

GST No.\_\_\_\_\_

CIN No.\_\_\_\_\_WBHIRA Regn. No.\_\_\_\_\_

**Annex : B**

<b>Payment Schedule</b>		
Application	On Application/Booking	10,000/- (+) GST as applicable
1st Instalment	On issue of Allotment Letter	10% of Total Consideration (-) Application Amount (+) GST as applicable
2nd Instalment	On execution of Agreement (Within 30 days from the date of Provisional Allotment)	10% of Total Consideration (+) GST as applicable
3rd Instalment	On Completion of Foundation of said Building	10% of Total Consideration (+) GST as applicable
4th Instalment	On Completion of 1st Floor slab casting of said Building	10% of Total Consideration (+) GST as applicable
5th Instalment	On Completion of 2nd Floor slab casting of said Building	10% of Total Consideration (+) GST as applicable
6th Instalment	On Completion of 3rd Floor slab casting of said Building	10% of Total Consideration (+) GST as applicable
7th Instalment	On Completion of roof casting of said Building	10% of Total Consideration (+) GST as applicable
8th Instalment	On Completion of Brickwork of said Unit	10% of Total Consideration (+) GST as applicable
9th Instalment	On Completion of Flooring of said Unit	10% of Total Consideration (+) GST as applicable
10 <sup>th</sup> Instalment	On or Before Possession of said Unit	10% of Total Consideration (+) Maintenance Deposit (+) Maintenance Charges (+) Formation of Association (+) Club Membership Charges (+) GST as applicable

We will send demand notices for each installment of the Total Consideration and you will make payment of the same within 15 (fifteen) days from the date of such notice. Timely payment shall be the essence of this Allotment.

**Annex: C**

<b><u>EXTRA CHARGES</u></b>		
1.	Transformer & Electricity Expenses	Rs. _____ per Sq.ft on Carpet Area. Any extra cost incurred by the Promoter at the time of execution shall be charged proportionately

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		on actual basis
2.	Club Membership Charges	Rs. _____ / _____ / _____ for 1BK/1BHK/2BHK respectively
3.	Stamp Duty & Registration Fee	At applicable rate on the Agreement value or Market Value (whichever is higher) as per the valuation at the time of registration
4.	Mutation	At actuals
5.	Incidental Charges	Rs. _____ which is payable 50% on Agreement and 50% on Conveyance directly to the Solicitor " _____ "
6.	Association Formation	Rs. _____ at the time of possession
7.	Maintenance Charges	Rs. _____ per Sq. Ft per month on Built-up Area or actual to be decided at the time of possession
<b>II. DEPOSITS</b>		
1.	Electricity Deposit	At actuals payable to WBSEDCL
2.	Maintenance Deposit	A total interest free non-refundable sum of Rs. _____ per Sq.Ft on Built-up Area shall be paid to the Builder at the time of possession as Maintenance Deposit and the same shall be subsequently transferred to the Association upon its formation

The following amount is now due towards the 1<sup>st</sup> instalment of the Payment Schedule as mentioned in Annex: B.

PARTICULARS	AMOUNT (Rs.)
10% of Total Consideration (A)	*****
Less: Application Money received	*****
<b>Amount Due</b>	*****
Add: GST @1%	*****
<b>TOTAL AMOUNT PAYBLE</b>	*****

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1. The payments are to be made by means of Pay Order / Demand Draft / Account Payee local cheque drawn in favour of **"MARTIN BURN LIMITED AC SONARPUR"** and drawn on any Bank in Kolkata and shall be deposited with or sent by registered post to any of the following offices:
  - a. Corporate Office: 1/F, Martin Burn House, 1 R N Mukherjee Road, Kolkata – 700 001
  - b. Site Office: Jeevanam, Sonarpur Chakberia Road. J.L. No. 95, Mouza – Kalikapur, Dist: South 24 Parganas, Kalikapur-1 Gram Panchayat, 743 613

This offer of Provisional Allotment shall not be treated as a sale of transfer document and does not create any right whatsoever or howsoever in the future. This Allotment is provisional and subject to:

- a. Your reading and hereby making yourself aware of the entire scheme of development of the Project as mentioned in the Agreement for Sale
- b. Your strict compliance of the terms and conditions of the Agreement for Sale
- c. Your execution of the Agreement for Sale as per our standard format
- d. Your making regular and punctual payments as and when called upon by us in the manner mentioned in the payment schedule

Please quote your 'Customer ID' in all future correspondence.

This document will remain valid for 30 days within which time our standard format for Agreement for Sale must be read and executed by you. If Provisional Allotment Letter is not confirmed by you and/or also the Agreement for Sale is not executed by you and both are not sent to us within 30 days, the entire Application Money paid will be forfeited and we will be free to deal for that Unit with others

Assuring you of our best services at all times.

Thanking you,

**For Martin Burn Limited**

**Authorized Signatory**

\_\_\_\_\_  
(I / We Accept)

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