ALLOTMENT LETTER (DRAFT)

Date: _____

To,
Mr./Mrs. _____
Address: _____
_____
Email address: _____

Subject: Allotment of Flat /Unit /Apartment No._____in our project **"……."**.

Reference: Your Application dated _____ for allotment of Flat/Unit/Apartment.

Dear Sir/Madam,

We thank you for evincing interest in our project namely **"……",** which is being developed on **project land measuring …… sqm and situated at Survey Plot No……(Part) and ……(Part), Thana No. ……, Tauzi No. …… , Mauza: ……, P.S.: …… and Present P.S: ……**
and in pursuance to the receipt of your above referred application (said "Application"), we have reserved Flat/Unit/Apartment in your name as detailed below (said "Flat/Unit/Apartment"):

PARTICULARS	**DETAILS**
Flat/ Unit/ Apartment No.	
Block	
Apartment Type	
Floor No.	
Carpet Area (As per RERA) in sqft.	
Area of Exclusive Balcony in sqft.	
Area of Exclusive Terrace in sqft.	
Covered Parking in nos.	

After receiving the said Application, we have handed over floor plan and specification of the said Flat/Unit/Apartment to you as envisaged under the Real Estate (Regulation and Development) Act 2016.
Further, By this allotment letter we hereby allot the said Flat/Unit/Apartment subject to terms and conditions mentioned herein below: -

1) The cost details in respect of said Flat/Unit/Apartment shall be as under: -

PARTICULARS	**AMOUNT**
Cost of Unit	
Discounts if any	
Total Price	

2) In addition to the total price, the allottee(s) shall be required to make the following payment towards the following:

a) All taxes, including but not limited to VAT/Service Tax/GST and Cess or any other similar taxes which may be levied in connection with the construction of the said project.
b) Interest free maintenance security deposit, upfront maintenance charges, documentation charges, water charges, stamp duty and registration charges at the time of registration of the agreement of sale, sale deed, conveyance deed in respect of any unit.
c) According to Income Tax Act, 1961, the Allottee of the property for which the sale consideration is Rs 50 lacs or more, becomes liable to deduct TDS 1% and issue form 16B.

Company GST Number:
RERA Project Registration No.:
RERA website URL:

3) The balance amount shall be paid by you to us as per payment schedule that will be mentioned in Agreement to Sale in respect of the said Flat/Unit/Apartment.

4) Other terms and conditions of allotment of said Flat/Unit/Apartment: -

A. You shall approach us on mutual fixed date to execute the said Agreement and thereafter within a period of 30 days you shall make yourself available for registration of the said Agreement as and when intimated by us.
B. The Payment of Stamp duty and registration fees in respect of said Flat/Unit/Apartment shall have to be deposited by you within 7 days prior to the execution of the said Agreement.
C. It is hereby agreed and confirmed that, no rights of any nature has conferred or intended to be conferred by this Allotment Letter, unless an agreement is executed between the promoter and the allottee(s).
D. If you intend to cancel allotment of the said Flat/Unit/Apartment, you shall submit "Application for cancellation of Allotment" alongwith original copies of receipts issued by us. In case original receipts have been lost by you, you shall submit to us a duly notarized affidavit cum indemnity in our prescribed format at your own cost.
E. In case of cancellation of allotment of the said Flat/Unit/Apartment to you, either on our part on or your part, as mentioned hereinabove, we shall be entitled to deduct the amount of Rs _____ from aforesaid advance payment and refund the balance amount to you, without any interest thereon.
F. Once the allotment of the said Flat/Unit/Apartment is cancelled, you shall cease to have any claim over the allotment of said Flat/Unit/Apartment and we shall entitle to dispose off the said Flat/Unit/Apartment in any manner at our discretion.

Date: _____

Signature of Allottee/s: 1)_____2)_____

Name: 1) _____ 2) _____

Thanking you!
Yours Faithfully,

Sarvodaya Construction and Development Pvt. Ltd.

ACKNOWLEDGEMENT

We have received from you an amount of Rs._____/- (Rupees _____ Only) vide Cheque bearing No. _____ dated _____ drawn on _____ Bank, _____ Branch towards advance payment of the said Flat/Unit/Apartment. Receipts of the payments shall be issued after realization of the cheques. The Cheques/ Demand drafts should be drawn in favor of " _____ ".