# ALLOTMENT LETTER

**Date:**

| **From** | **To** |
|---|---|
| **Landmark Apartments Pvt. Ltd.** | **<Customer name:>** |
| **Plot No. 65, Sector 44, Gurugram-122003 (Haryana)** | **<Address:>** |
| **0124-4850000** | **<Mobile:>** |
| **info@landmarkgoc.com** | **<Email id:>** |

**SUBJECT: Allotment of Unit in project named as "Landmark One" in, Sector-67, District Gurgaon (Haryana)**

1. Details of the allottee:

| **ALLOTTEE DETAILS** | |
|---|---|
| Application No. (If any) | |
| Date | |
| Name of the Allottee | |
| Son/Wife/Daughter of (if applicable) | |
| Nationality | |
| Address (Correspondence) | |
| Pin code | |
| Address (Permanent) | |
| Pin code | |
| Website (if any) | |
| Landline No. | |
| Mobile No. | |
| Email | |
| PAN (Permanent Account No.) | |
| Aadhar Card No. | |

| **PROJECT DETAILS** | |
|---|---|
| Details of HARERA Registration | Reg. No. |
| | Dated |
| | Valid Upto |
| Project Name | LANDMARK ONE |
| Project Location | Sector 67, Gurgaon |

| | | |
|---|---|---|
| If project is developed in phases then, Phase Name | | Phase 2 |
| Nature of Project | | IT PARK/ COMMERCIAL |
| Proposed date of Completion of the Phase | | 31.05.2033 |
| Proposed date of Possession of the unit | | 31.08.2033 |
| License No. | | 97 of 2008 |
| **APPROVAL DETAILS** | Details of License approval | License No. 97 of 2008 |
| | | Memo. No. LC-1312-II/JE(RK)/2025/18336 |
| | | Dated 15.05.2025 |
| | | Valid Upto 11.05.2026 |
| | Details of Building Plans approval | Memo. No. ZP-453/PA(DK)/2025/45156 |
| | | Dated : 27.11.2025 |
| | | Valid Upto 26.11.2030 |
| | Details of Environment Clearance approval | Memo. No. _____ |
| | | Dated _____ |
| | | Valid Upto _____ |

**Dear Sir/Madam,**

With reference to your application as per details above submitted in this office and other required documents, it is intimated that the company has allotted you the following unit as per the details given below:

| **UNIT AND BOOKING DETAILS** | | | |
|---|---|---|---|
| 1 | Nature of the unit | | IT Space/Commercial |
| 2 | IT Space | Unit No. | |
| | | Property Category | _____ |
| 3 | Carpet Area (sq. m) | | |
| 9 | Floor No. | | |
| 10 | Rate of carpet area (Rs/sq. m) | | |
| 12 | Total Consideration amount (inclusive of IDC & EDC, PLC, Govt fees/taxes/levies, common areas, Interest free maintenance security, GST) | | |

Note: carpet area means the net usable floor area of an unit, excluding the area covered by the external walls, areas under services shafts, but includes the area covered by the internal partition walls of the Unit.

1. We have received earnest money amount which is not exceeding 10% of the total cost in respect of the above referred unit as per the details given below:

| | | | |
|---|---|---|---|
| 1. | Earnest Money Amount | Amount in Rs | |
| | | (percentage of total consideration value) | |
| 2. | Cheque No/DD No./RTGS | | |
| 3. | Dated | | |
| 4. | Bank Name | | |
| 5. | Branch | | |
| 6. | Amount deposited | | |
| 7. | Total sale consideration | | |

| **PAYMENT PLAN** | |
|---|---|
| Payment Plan (Inclusive of all charges/fees) (Copy attached) | Standard Payment Plan |
| **Bank Details of master account (100%) for payment via RTGS** | |
| Payment in favour of | LANDMARK APARTMENTS PVT LTD LANDMARK ONE COLLECTION ACC OUNT |
| Account Number | 44750131612 |
| IFSC Code | SBIN0009601 |

Best Wishes

Thanking You
Yours Faithfully

**For Landmark Apartments Pvt. Ltd.**

**(Authorised Signatory)**

I/We have read and understood the contents of above communication, accordingly, I/We accept and confirm the same by appending my/our signature(s)

**Applicant**

**Dated:**

**This allotment is subject to the following conditions:**

**1. TERMS**

1.1 That the allotment of above Unit is subject to the detailed terms & conditions mentioned in the application form and agreement for sale. Although there shall not be any variation in the terms and conditions.

1.2 Terms & conditions provided in 'agreement for sale' shall be final and binding on both parties subject to any conditions in the allotment letter.

1.3 The allottee shall not transfer/resale of this unit without prior consent of the promoter till the agreement for sale is registered.

1.4 Upon issuance of this allotment letter, the allottee shall be liable to pay the consideration value of the unit as shown in the payment plan as annexed.

1.5 The total price (as defined in the terms and conditions in agreement for sale) shall be payable on the date as specifically mentioned in the "payment plan" as annexed.

2. The Total Price includes Taxes (GST and Cess or any other taxes/fees/charges/levies etc. which may be levied, in connection with the development/construction of the Project(s)) paid/payable by the Promoter up to the date of handing over the possession of the Said Unit for Commercial/ Office usage to the allottee(s) or the competent authority, as the case may be, after obtaining the necessary approvals from competent authority for the purposes of such possession:

3. Provided that, in case there is any change/modification in the taxes/charges/ fees/levies etc., the subsequent amount payable by the allottee to the promoter shall be increased/decreased based on such change/modification:

3.1 That the carpet area of the unit is as per approved building plans. If there is any increase in the carpet area which is not more than 05 - 10% of the carpet area of the unit allotted the promoter may demand that from the allottee as per next milestone of the payment plan. All the monitory adjustment shall be made at the same rate per sq. meter as per agreement for sale.

3.2 In case, the allottee fails to pay to the promoter as per the payment plan, then in such case, the allottee shall be liable to pay interest on the due date at the prescribed rate under rule 15 of the Haryana Real Estate (Regulations and Development) Rules, 2017.

3.3 On offer of possession of the unit, the balance total unpaid amount shall be paid by you and thereafter you will execute the conveyance deed within 3 months as per provisions of Act/Rules.

3.4 The stamp duty and registration charges will be payable by the allottee at the time of registering the conveyance deed with the Sub Registrar Office, Badshahpur. No administrative charges shall be levied by the promoters.

3.5 Interest as applicable on Installment will be paid extra along with each Installment.

**2. MODE OF PAYMENT**

2.1 In case the above terms & conditions are acceptable to you, then you are advised to submit your consent in writing in this office along with the amount as demanded by the company in accordance with the payment plan, in this office through Cheque / Demand Draft/RTGS drawn in favour of 'Landmark Apartments Pvt. Ltd Landmark One Collection Account' payable at Gurugram and sign the 'Agreement for Sale' within 45 days from the date of issue of this allotment letter.

2.2 All cheques/demand drafts must be drawn in favour of "Landmark Apartments Pvt Ltd Landmark One Collection Account".

2.3 Name and contact number of the allottee shall be written on the reverse of the cheque/demand draft.

**3. NOTICES**

a. All the notices shall be deemed to have been duly served if sent to the allottee by registered post at the address given by the allottee to us and email Id provided in the application form.

b. You will inform us of any change in your address, telephone no., email ID for future correspondence.

**3. CANCELLATION BY ALLOTTEE**

If the allottee fails in submission of consent or seeks cancellation/withdrawal from the project without any fault of the promoter or fails in payment of required additional amount towards total cost of the Unit and signing of 'agreement for sale' within given time, then the promoter is entitled to forfeit the 15 % of total sales consideration money and interest component on delayed payment (payable by the customer for breach of

agreement and non-payment of any due payable to the promoter). The rate of interest payable by the allottee to the promoter shall be the State Bank of India highest marginal cost of lending rate plus two percent. The balance amount of money paid by the allottee shall be returned within ninety days of such cancellation.

**4. COMPENSATION**

Compensation shall be payable by the promoter to the allottee as per provisions of the Act as adjudged by the adjudication officer in the manner as provided in the Act/Rules.

**5. SIGNING OF AGREEMENT FOR SALE**

a. The promoter and allottee will sign "agreement for sale" within 45 days of allotment of this unit.
b. That you are required to be present in person in the office of promoter, on any working day during office hours to sign the **'agreement for sale'** within 45 days.
c. All the terms and conditions mentioned in the draft agreement for sale as notified in pursuance of rule 8 of the Haryana real estate (regulation and development) by government of Haryana.

**6. CONVEYANCE OF THE SAID UNIT**

The promoter on receipt of total price of unit for commercial/ office space, will execute a conveyance deed in favour of allottee(s) within three months on receipt of stamp duty and registration charges from the Allottee(s).

Best Wishes

Thanking You

Yours Faithfully

**For Landmark Apartments Pvt. Ltd.**

**(Authorised Signatory)**

I/We have read and understood the contents of above communication, accordingly, I/We accept and confirm the same by appending my/our signature(s)

**Applicant**

**Dated:**

**Documents to be attached along with Allotment Letter**

| Sr. No | Annexures |
|---|---|
| **1.** | Payment Receipt |
| **2.** | Payment plan |
| **3.** | Demand for Second Installment |
| | Floor plan of said Unit |
| **4.** | Action plan of Schedule of Development (Duly approved by HARERA) |
| **5.** | Tentative Site Plan |
| **6.** | Copy of License & Renewal thereof |
| **7.** | Copy of letter of approval of Building Plan |
| **8.** | Copy of Environment Clearance |
| **9.** | Copy of draft Agreement for Sale |
| **10.** | Copy of Board Resolution vide which above signatory was authorized |
| **11.** | Specifications (which are part of the Unit) as per Haryana Building code 2017 or National Building Code |
| **12.** | Specifications, amenities, facilities (which are part of the project) as per Haryana Building code 2017 or National Building Code |

**Annexure A-: 'Payment Plan'**

Earnest money which is not exceeding 10% of the total cost of the unit is already paid at the time of allotment. Balance consideration amount shall be paid as under:

1. Standard Payment plan

**Payment Plan**

| Installment | Particulars | Percentage |
|---|---|---|
| 1st | At the time of booking | 5% of the Total Price |
| 2nd | Within 30 days of Booking | 5% of the Total Price |
| 3rd | Within 60 days of Booking or after execution of Agreement for sale | 10% of the Total Price |
| 4th | Within 90 days of Booking | 10% of the Total Price |
| 5th | On Completion of Ground floor structure | 10% of the Total Price |
| 6th | On completion of Multi Level Car Parking | 10% of the Total Price |
| 7th | On completion of 14th floor | 10% of the Total Price |
| 8th | On completion of Super Structure | 10% of the Total Price |
| 9th | On application of Occupation Certificate | 20% of the Total Price |
| 10th | On Offer of Possession | 10% of the Total Price |