

## **ALLOTMENT LETTER**

**Date:**

<b>From</b>	<b>To</b>
SIGNATUREGLOBAL (INDIA) LIMITED	<Customer name:>
Ground Floor, Tower A, Signature Towers, South City 1, Gurugram, Haryana – 122001	<Address:>
<Mobile:> 9810899381	<Mobile:>
<Email Id:> <a href="mailto:compliance@signatureglobal.in">compliance@signatureglobal.in</a>	<Email id:>

**SUBJECT: Allotment of Apartment in project named as “SIGNATUREGLOBAL CLOVERDALE SPR” in Sector 71, Gurugram, Haryana**

1. Details of the allottee:

<b>1<sup>st</sup> ALLOTTEE DETAILS</b>	
Application No. (If any)	
Date	
Name of the Allottee	
Son/Wife/Daughter of (if applicable)	
Nationality	
Address (Correspondence)	
Pin code	
Address (Permanent)	
Pin code	
Landline No.	
Mobile No.	
Email	
PAN (Permanent Account No.)	
Aadhar Card No.	

<b>2<sup>nd</sup> CO-ALLOTTEE DETAILS</b>	
Application No. (If any)	
Date	
Name of the Allottee	
Son/Wife/Daughter of (if applicable)	
Nationality	
Address (Correspondence)	
Pin code	
Address (Permanent)	
Pin code	
Landline No.	
Mobile No.	

Email	
PAN (Permanent Account No.)	
Aadhar Card No.	

3 <sup>rd</sup> CO-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	
Landline No.	
Mobile No.	
Email	
PAN (Permanent Account No.)	
Aadhar Card No.	

PROJECT DETAILS		
Details of HARERA Registration	Reg. No.	
	Dated	
	Valid Up to:	
Project Name	SIGNATUREGLOBAL CLOVERDALE SPR	
Project Location	Sector 71, Gurugram, Haryana	
If project is developed in phases then, Phase Name	Phase 2	
Nature of Project	Group Housing Colony	
Proposed date of Completion of the Phase/Project as per Licence	31.05.2031	
Proposed date of Possession	31.05.2031	
License No.	License No. <b>09 of 2010 dated 23.01.2010</b>	
Name of Licensee	SIGNATUREGLOBAL (INDIA) LIMITED	
Name of Collaborator (if any)	Not Applicable	
Name of the BIP holder (if any)	Not Applicable	
Name of the change of developer (if any)	Not Applicable	
APPROVAL DETAILS	Details of License approval	License No. <b>09 of 2010 dated 23.01.2010</b>
		Renewed and valid Upto <b>22.01.2030</b>
	Details of Building Plans approval	Memo. No. Memo No. ZP-598-II/PA(DK)/2025/19018
		Dated: 21.05.2025
		Valid Upto: 20.05.2030

	Details of Environment Clearance approval	Memo. No. EC24B3813HR5968495N
		Dated: 03.01.2025
		Valid Upto : 02.01.2035

**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 Apartment as per the details given below:

APARTMENT AND BOOKING DETAILS			
1	Nature of the unit		Apartment
2	Apartment	Apartment No.	
		Property Category	<2BHK/3BHK/4BHK>
3	Carpet Area /Area (sq. ft.)		
4	Balcony area (sq. ft.) (not part of the carpet area)		
5	Verandahs area (sq. ft.) (not part of the carpet area)		
7	Open terrace area (if any)		
8	Block/Tower No.		
9	Floor No.		
10	Rate of carpet area/Area (Rs/sq. ft.)		Unit is being sold basis Basic Unit Cost (BUC)
11	Rate of Balcony area (Rs/sq. ft.)		
12	Plot Area (sq.m)		Group Housing Project, Plot area not applicable
13	Rate per sq.m		
14	Net area of the commercial space		As per approved building plan
15	Total Price amount		
		Total Consideration amount (inclusive of IDC & EDC, parking charges, PLC, Govt fees/taxes/levies, common areas, Interest free maintenance security, GST)	1. Basic Unit Cost 2. GST 3. Administrative Charges at the time of issuance of allotment letter 4. Interest Free Operating Cost Security: 5. Operating Cost/Charges: 6. Stamp Duty 7. Advance Deposit for operating running cost for utility services one year 8. Registration Charges at the time of execution and registration of sale conveyance deed.

			9. Administrative Charges at the time of conveyance deed 10. Charges/fees for Electricity 11. External Service Charge (Electrical/ Water/ Sewerage) 12. Advanced Electricity Consumption Deposit (ACD) 13. Any other charge that may be charged from Developer/promoter	
		<p>Note: Carpet Area means the net usable floor area of an apartment, excluding the area covered by the external walls, areas under services shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment.</p> <p>Explanation-For the purpose of this clause, the expression 'exclusive balcony or verandah area' means the area of the balcony or verandah, as the case may be, which is appurtenant to the net usable floor area of an apartment, mean for the exclusive use of the allottee; and 'exclusive open terrace area' means the area of open terrace which is appurtenant to the net usable floor area of an apartment, meant for the exclusive use of the allottee.</p>		

2. We had received application fee/booking amount not exceeding 10% of the Total Price in respect of the above referred Apartment as per the details given below:

1.	Earnest Money Amount	Amount in Rs.	
		(percentage of Total Price)	
Earnest Money is being payment in part as per details given below:			
2.	Cheque No/DD No./RTGS		
3.	Dated		
4.	Bank Name		
5.	Branch		
6.	Amount deposited		
7.	Total Price		

### 3. Mode of Booking

1.	Direct/Real Estate Agent	
2.	If booking is through Real estate agent, then Real Estate Agent Reg.	

	No	
3.	Real Estate Agent Charges	

Payment Plan (Inclusive of all charges/fees) (Copy attached)		Payment Plan
<b>Bank Details of master account (100%) for payment via RTGS</b>		
Payment in favour of	SIGNATUREGLOBAL INDIA LTD SIGNATURE GLOBAL CLOVERDALE SPR COLLECTION A/C	
Account Number	53105138376	
IFSC Code	SCBL0036025	

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

Earnest money would be not exceeding 10% of the Total Price as per the applicable laws, rules, regulations as amended up-to-date

#### **PAYMENT PLAN**

#### **(REFER TO BREAKUP AND DESCRIPTION OF TOTAL PRICE)**

#### **CONSTRUCTION LINKED PAYMENT PLAN (Below % to be paid of sales consideration)**

Payment Plan	Amount
Application Amount	9.9 Lacs
Booking Amount at Allotment <i>(For payment above 10% of the Total Price- execution and registration of BBA/ Agreement for Sale is mandatory)</i>	9% of Total Price - Application Amount
Within 120 Days of Booking	16% of Total Price
On Casting of 10th Floor roof slab of your tower or 600 days from Booking, whichever is later	10% of Total Price
On Casting of 20th Floor roof slab of your tower	12.5% of Total Price
On Casting of Top floor roof slab of your tower	12.5% of Total Price
On completion of internal plaster of your unit	15% of Total Price
On Application of OC of your Tower	20% of Total Price

On Offer of Possession of your unit	5% of Total Price
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# All milestones are of the tower wherein unit has been allotted.

## The Allottee(s) has clearly understood that he/she/they does/do not become entitled to the allotment of the

Note: The allottee will abide by all the detailed terms & conditions mentioned in the Agreement for Sale which is annexed with the allotment letter.

\*\*In case of failure to pay the same within the timelines mentioned in the letter issued for such allotment, the Allottee shall be liable to pay interest as provided in Rule 15 of the Haryana Real Estate Regulatory Authority Rules, 2017 as prescribed. The Allottee shall be liable to execute and get registered the Agreement of Sale/Builder Buyer Agreement/BBA as well as to pay the said Payment Plan/ Schedule may be preponed if the Occupation/Part Occupation Certificate/Completion Certificate/ Part Completion Certificate (OC/CC/Part OC/Part CC) is received before the scheduled possession period.

Best Wishes

Thanking You  
Yours Faithfully

**For and behalf of Signatureglobal (India)  
Limited  
(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 Apartment 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 Apartment, contrary to the applicable laws as amended up-to-date and 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.
- 1.6 The Total Price as mentioned above 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 Apartment alongwith parking (if applicable) 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: 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:  
Provided further, if there is any increase in the taxes/charges/fees/levies etc. after the expiry of the scheduled date of completion of the project as per registration with the Authority, which shall include the extension of registration, if any, granted to the said project by the Authority, as per the Act, the same shall not be charged from the allottee;
- 1.7 That the carpet area, balcony area and verandah area of the unit are as per approved building plans. If there is any increase in the carpet area which is not more than 5% of the carpet area of the apartment allotted the promoter may demand that from the allottee as per next milestone of the payment plan. All the monetary adjustment shall be made at the same rate per sq. m as per agreement for sale.
- 1.8 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.
- 1.9 On offer of possession of the unit, the balance total unpaid amount shall be paid the allottee and thereafter you will execute the conveyance deed within 3 months as per provisions of Act/Rules.
- 1.10 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, Gurugram. No administrative charges shall be levied by the promoters.
- 1.11 Interest as applicable on instalment will be paid extra along with each instalment.

## **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 Rs.\_\_\_\_ towards 25% of the total cost of the unit, in this office through Cheque / Demand Draft/RTGS drawn in favour of 'Promoter Name' payable at \_\_\_\_\_and sign the 'Agreement for Sale' within \_\_ days from the date of issue of this allotment letter .
- 2.2 All cheques/demand drafts must be drawn in favour of "Promoter Name".
- 2.3 Name and contact number of the allottee shall be written on the reverse of the cheque/demand draft.

**NOTE:** In case allottee think any of the condition so non reasonable, not reasonable, not suitable to him he expect any modification from the promoter

In case if the promoter does not modify the terms and conditions may approach the authority. The authority shall evaluate whether the request of the allottee is in consonances with the act

### **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 in writing of any change in your address, telephone no., email ID for future correspondence.

### **4. 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 flat and signing of 'agreement for sale' within given time, then the promoter is entitled to forfeit the 10 % of application money paid for the allotment 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.

### **5. 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.

### **6. SIGNING OF AGREEMENT FOR SALE**

- a. The promoter and allottee will sign "agreement for sale" within 30 days of allotment of this Apartment.
- b. That you are required to be present in person in the office of concern Sub-Registrar on informed working day during office hours to sign the '**agreement for sale**'.

### **7. CONVEYANCE OF THE SAID APARTMENT**

The promoter on receipt of Total Price of Apartment for residential/commercial colony along with parking (if applicable) and other charges as per payment plan, will execute a conveyance deed in favour of allottee(s) within three months and administrative charges of charges (Rs.15,000/-) as approved by DTP Gurugram and applicable taxes/cess etc shall be charged from the allottee.

Best Wishes



Thanking You

Yours Faithfully

**For and behalf of Signatureglobal (India) Limited**

**(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**

<b>Sr. No</b>	<b>Annexures</b>
<b>1.</b>	Payment plan
<b>2.</b>	Action plan of Schedule of Development approved by HARERA if any
<b>3.</b>	Location Plan
<b>4.</b>	Plan of allotted Apartment
<b>5.</b>	Copy of License
<b>6.</b>	Copy of letter of approval of Building Plan
<b>7.</b>	Copy of Environment Clearance
<b>8.</b>	Copy of draft Agreement for Sale
<b>9.</b>	Copy of Board Resolution vide which above signatory was authorized
<b>10.</b>	Approved Specifications if any

1. If the allottee does not appear for the signing of agreement for sale or depositing the amount, within 1 month of allotment letter, the promoter is entitled to cancel the allotment letter and fresh application will be applied by the applicant to seek allotment.
2. Whenever there is a refund, the refund should be with interest if applicable.
3. Allottee has the right to cancel the allotment of the Apartment in the agreed terms only.
4. At the time of allotment letter, the allottee will pay administrative charges, hence when there is refund then the promoter will deduct the administrative charges, and other applicable charges/ taxes and any other amount. Thereafter refund the rest amount.
5. If the allottee does not want to cancel the allotment of the Apartment as well as the promoter then the promoter will adjust the interest of delay months.
6. No amount whatsoever has to be paid in cash directly or indirectly to the Company or its employee(s) or its agent(s) etc.
7. If the allottee does not come within 1 month of allotment letter, then it will be deemed to be cancelled.

8. Booking can only be done after the registration certificate is obtained from the HARERA

#### **PAYMENT RECEIPT**

**Application Form No.\_\_\_\_\_**

**Dated**

Application Form Serial No. Shri/Smt \_\_\_\_\_S/o/D/W/o\_\_\_\_\_ for allotment of a Apartment /shop unit No. \_\_\_\_\_ type\_\_\_\_\_ Floor No.\_\_\_\_\_ in Group Housing Colony proposed to be developed by **Signatureglobal (India) Limited** named as. SIGNATUREGLOBAL CLOVERDALE SPR” in Sector \_\_\_\_\_, **Gurugram, Haryana** along with booking amount of Rs.\_\_\_\_\_/ - (Rupees\_\_\_\_\_ only) vide cheque/demand draft no\_\_\_\_\_ drawn on \_\_\_\_\_towards booking amount subject to the terms and conditions attached with the said application.

Date	Cheque/DD/RTGS) No.	Mode	Bank Name & Address	Amount (in Rs)

**Receipt Date:** \_\_\_\_\_ **For and on behalf of Signatureglobal (India) Limited**  
**Authorized Signatory**

1. This receipt is subject to the detailed terms & conditions mentioned in the application form, allotment letter and agreement for sale. Although there shall not be any variation in the terms and conditions.
2. This receipt shall be dispatched to the allottee within 1 month from the date of submission of booking amount to the promoter.
3. This receipt is non-transferable without written consent of the company.
4. This receipt is subject to realization of Cheque/DD/RTGS etc.
5. The customer liability towards payment of dues shall be discharged on the date of credit of funds in the bank account of (Promoter Name).