

ALLOTMENT LETTER

Date:

From	To
Reach Promoters Private Limited	<Customer name:>
Address: 410, 4 th Floor, Ambadeep Building, K.G. Marg, New Delhi-110001	<Address:>
Phone No.: 7042825522	<Mobile:>
Email Id: customersupport@reachgroup.in	<Email id:>

SUBJECT: Allotment of office space in _____ in the commercial project named as “Airia” in village Badshahpur, Sector-68, District Gurugram (Haryana)

1. Details of the allottee(s):

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.)	
Aadhaar Card No.	
Name of the Co-Allottee, if any	
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	Airia	
Project Location	Village Badshahpur, Sector-68, Gurugram, Haryana	
If project is developed in phases then, Phase Name	N.A.	
Nature of Project	Commercial	
Proposed date of Completion of the Phase/Project	upto 31-12-2032	
Proposed date of Possession of the unit	upto 31-12-2032	
License No.	17 of 2010 dated 13-02-2010 150 of 2022 dated 28-09-2022	
Name of Licensee	Reach Promoters Pvt. Ltd.	
Name of Collaborator (if any)	N.A.	
Name of the BIP holder (if any)	N.A.	
Name of the change of developer (if any)	N.A.	
APPROVAL DETAILS	Details of License approval	Licence No. 17 of 2010 read with order bearing Memo no. LC-1900/JE(RK)/ 2025/2039 dated 15-01-2025
		Memo. No.: LC-1900-5DP(iii)-2010/2390
		Dated: 13-02-2010
		Valid Upto: 12-02-2030
		Licence No. 150 of 2022 read with Order bearing Memo no. LC-1900-B/JE(RK)/ 2025/2022 dated 15-01-2025
		Memo. No.: LC-1900-B/JE(VA)/2022/29521
		Dated: 28-09-2022
		Valid Upto: 27-09-2027
	Details of Building Plans approval	Memo. No. ZP-603-III/PA(DK)/2025/21139
		Dated: 05-06-2025
		Valid Upto- 04-06-2029
		Earlier approved vide Letter dated 08-08-2011 read with amendment/extension vide no.



	Details of Environment Clearance approval	SEIAA/HR/2018/654 dated 19-08-2018. Approval for Expansion vide ID no. EC24B3813HR5366508N
		Dated: 31-08-2024
		Valid upto- 30-08-2034

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	Office Space
2	Unit No.	
3	Carpet Area	_____ sq.mt. _____ sq.ft.
4	Block/Tower No.	
5	Floor No.	
6	Rate of carpet area (Rs/sq. m)	
7	Total Consideration amount (inclusive of IDC & EDC, parking charges, PLC, Govt fees/taxes/levies, common areas, Interest free maintenance security, GST)	
8	Interest Free Maintenance Security Deposit (IFMSD)	

Note: carpet area means the net usable floor area of a unit, 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.

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	

2. 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	
Payment Plan (Inclusive of all charges/fees) (Copy attached)	Construction linked plan/ Any other plan (please specify)
Bank Details of master account (100%) for payment via RTGS	
Payment in favour of	
Account Number	
IFSC 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. In case of Construction linked plan

INSTALLMENT NO.	PAYMENT MILESTONES	% OF TOTAL PRICE
1	At the time of Application	10%
2	Within 60 Days from the date of Application (after execution and registration of Agreement for Sale)	10%
3	Within 120 Days from Application	10%
4	On Commencement of Lower Basement Slab Casting Works	10%
5	On Commencement of Ground Floor Slab Casting Works	10%
6	On Commencement of 3rd Floor Slab	10%



	Casting Works	
7	On Commencement of 6th Floor Slab Casting Works	10%
8	On Commencement of 10th Floor Slab Casting Works	10%
9	On Commencement of 15th Floor Slab Casting Works	5%
10	On Commencement of Top Floor Slab Casting Works	5%
11	On the Filing of Application for Occupation Certificate	5%
12	On Offer of Possession	5% (plus 100% of IFMSD, stamp duty and registration charges)
		100%

The Allottee(s) will abide by all the detailed terms & conditions mentioned in the Agreement for Sale which is annexed with the allotment letter.

Best Wishes

Thanking You
Yours Faithfully

For Reach Promoters 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(s) 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(s) shall be liable to pay the consideration value of the said 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 office use 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(s) to the Promoter shall be increased/decreased based on such change/modification:
- 3.1 That the carpet area of the said Unit is 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 said Unit allotted, the Promoter may demand that from the Allottee(s) 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.
- 3.2 In case, the Allottee(s) fails to pay to the Promoter as per the Payment Plan, then in such case, the Allottee(s) 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 the Allottee(s) and thereafter Promoter 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(s) at the time of registering the conveyance deed with the Sub Registrar Office, Gurugram. 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 Promoter in accordance with the Payment Plan, in this office through Cheque / Demand Draft/RTGS drawn in favour of 'RPPL AIRIA MASTER ACCOUNT' payable at Gurugram and sign the 'Agreement for Sale' within thirty days from the date of issue of this Allotment Letter .
- 2.2 All cheques/demand drafts must be drawn in favour of "RPPL AIRIA MASTER ACCOUNT".
- 2.3 Name and contact number of the Allottee(s) 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(s) by registered post at the address given by the Allottee(s) 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(S)

If the Allottee(s) fails in submission of consent or seeks cancellation/withdrawal from the said Project without any fault of the Promoter or fails in payment of required additional amount towards total cost of said Unit 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(s) 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(s) shall be returned within ninety days of such cancellation.

4. COMPENSATION

Compensation shall be payable by the Promoter to the Allottee(s) 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(s) will sign "Agreement for Sale" within thirty days of allotment of the said Unit.
- b. That you are required to be present in person in the office of the Promoter, on any working day during office hours to sign the '**agreement for sale**' within thirty 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) Rules 2017 by government of Haryana.



6. CONVEYANCE OF THE SAID UNIT

The Promoter on receipt of total price of said Unit, will execute a conveyance deed in favour of Allottee(s) within three months and no administrative charges will be charged from the Allottee(s) except stamp duty.

Best Wishes

Thanking You

Yours Faithfully

For Reach Promoters Private 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

Sr. No	Annexures
1.	Payment plan
2.	Action plan of Schedule of Development (Duly approved by HARERA)
3.	Location Plan
4.	Floor plan of said Unit
5.	Copy of License
6.	Copy of letter of approval of Building Plan
7.	Copy of Environment Clearance
8.	Copy of draft Agreement for Sale
9.	Copy of Board Resolution vide which above signatory was authorized
10.	Specifications (which are part of the Unit) as per Haryana Building code 2017 or National Building Code
11.	Specifications, amenities, facilities (which are part of the Airia Corporate Tower) as per Haryana Building code 2017 or National Building Code



