

ALLOTMENT LETTER

Date : _____

Letter No. : _____

To

Mr. _____

Customer ID : _____

Sub : "Offer of Allotment" for Shop/Office in Tapasya One Project.

Ref: Your Application dated _____ for booking of "Shop/Office".

Dear Sir/Madam,

We, ("Company") are pleased to offer you (Applicant/s) the allotment of a Shop/Office having tentative super area of _____ sq.ft. (_____ sq.mt) approximately bearing Unit No. _____ located at _____ (hereinafter referred to as the said "Shop/Office") in our aforesaid project as per area, rates, applicable charges and Payment Plan opted by you as per detail mentioned in **Annexure -A**, annexed herewith. In reference to this 'Offer of Allotment' kindly peruse the following conditions:

1. This Offer of Allotment shall be read in conjunction to the indicative terms and conditions as mentioned in the Application Form duly signed and accepted by you for the allotment of Shop . We are sure that you have carefully read and understood all the terms and conditions mentioned therein.
2. The detailed terms and conditions of the Allotment shall be described in the Buyer Agreement, two copies of which shall be sent you separately for signing and execution in due course of time.
3. The Offer of Allotment for the aforesaid unit no., area and location of unit is tentative subject to timely remittance of payment as per Payment Plan annexed herewith as **Annexure-A** and fulfillment of terms and conditions of Application Form and the Agreement to be executed between you and company. The allotted unit no., area and location may be varied/changed as per changes/alterations in layout/building till the completion of project.
4. You are requested to please sign the attached duplicate copy of this 'Offer of Allotment' in token of your acceptance and submit the same in our office by hand or send through registered post on the below mentioned address within 15 days from the date of its dispatch. Please note that delay in signing and submitting the same to the company may lead to cancellation of allotment. Our address is as under:-

Sales & Marketing Office,
Tapasya One,
Golf Course Road, Sector-53
Gurugram, Haryana

5. Please quote your customer ID, & Unit No. in all correspondences for best services from our end.

Thanking you,

Yours Sincerely,
For Monika Infrastructure Pvt. Ltd.

Acceptance of Applicant(s)/Allottee(s)

(Authorized Signatory)

(_____)

Annexure A

PAYMENT DETAIL

Unit No. : _____ Floor,
 Super Area : _____ Sq.Ft. , _____ Sq.Mt.
 Basic Price : Rs. _____ /-
 Club Membership Charges : Rs. _____ /-
 Right to use car park space charges : Rs. _____ /-
 Additional Basic Charges : Rs. _____ /-
 EDC/IDC Charges : Rs. _____ /-
 IFMSD Charges : Rs. _____ /-
 Power backup charges : Rs. _____ /-
 Other Charges : As Applicable
 Service Tax * : As Applicable

Payment Plan

S.No.	Description of Instalment	Amount Payable
1	On Application for booking	
2	Within 60 days of booking	
3	On Completion of super structure	
4	At the time of offer of possession	
	Total	

* Service Tax, Vat & other taxes, if any shall be charged as applicable over and above the payable amount on the due instalment