

Kolkata Metropolitan Development Authority
Marketing & Management Unit,
Unnayan Bhawan, VIP Block,
Salt Lake, Kolkata-700091

Memo No: /KMDA/MM/Chetla/_____
Date: _____

From : The Senior Deputy Secretary,
Estate (M&M) Unit, KMDA

To : Sri / Smt. _____

Subject : Provisional allotment of apartment No. A / B / C
_____ at CHETLA ASHRAY, 2, Gobinda Auddy Road, KMC Ward
No.82,
Brough-VII, P.S. Chetla, Kolkata-700027.

Dear Sir / Madam,

Welcome for allotment of flats at _____ Abasan
and congratulation for being successful in the draw lottery held on
_____. In response to your application (Form No:
_____), we hereby provisionally allot the following apartment
described below, subject to General Terms & Condition (G.T.C) as mentioned in
the information Brochure. We are enclosing herewith the Payment Schedule for
the allotted apartment.

Block: -

- ❖ Apartment Type : (Gr. "A / B / C") 3 Bed room
Flat No: _____
Floor No: _____
- ❖ Approximate Carpet Area : 853.5 / 953.5 Sq. ft.
- ❖ Provisional Sale Price per Unit : Rs.

- ❖ Car Parking Slot: Covered / Open : Rs.

It is clarified that this offer of provisional allotment shall be treated
as confirmed allotment only when the full payment of the flat will be made to us.
It is further clarified that formal deed of transfer will be executed after delivery
of possession of the apartment in due course of time.

Payment as per schedule shall be made at the Axis Bank,

through Bank Draft / Pay Order drawn in favour of Kolkata Metropolitan
Development Authority in any scheduled Nationalized Bank of Kolkata.

This original allotment letter should be produced before the Bank at the
time of payment.

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Kindly quote your Application No. Apartment No. in all correspondence.

We assure you our best service at all times.

Thanking you.

Yours sincerely,

Enclosed: Payment
Schedule

Senior Deputy Secretary
Estate (Marketing & Management)

Ref: Provisional Allotment letter No. _____/ KMDA/MM/Chetla/

Date:

➤ Provisional Premium of the Apartment : Rs.

➤ Cost of Covered / Open Car Parking Space : Rs.

➤ _____ Service Charge : Rs.

Total : Rs.

- Payment as Instalment shall be payable at Axis Bank, _____ by way of Pay Order or Demand Draft in favour of Kolkata Metropolitan Development Authority or any schedule Bank in Kolkata.
- In case of withdrawal of application by an applicant successful in lottery before or after issue of allotment letter; the application money will refund after deduction of _____ price of the apartment as service charge.

Particulars	Amount (Rs.)
Installment Plan	
➤ 1 st Installment: (20 % of the Provisional Premium) Less application money Rs.	Rs. _____
➤ Car Parking Space: Covered / Open	Rs.

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(Less application money Rs. _____/-) Within 45 days from the date of allotment.	_____
➤ 2 nd Installment: (20 % of the Provisional Premium) Within 60 days of payment of 1 st Installment.	Rs. _____ —
➤ 3 rd Installment: (30 % of the Provisional Premium) Within 90 days of payment of 1 st Installment.	Rs. _____ —
➤ 4 th Installment: (30 % of the Provisional Premium) _____ Service Charge. Within 120 days of payment of 1 st Installment.	Rs. _____ —
Total amount payable	Rs. _____ —

Rupees

_____ only.

- Possession of the apartment will be handed over after taking over Common areas and Common Service pertaining to the estate by the registered **APARTMENT OWNER'S ASSOCIATION**.
[vide clause _____ and _____ of Information Brochure]
- KMDA will transfer the allotted flat on 'Free hold' basis by way of registered deed of conveyance. [vide clause _____ and _____ of Information Brochure]
- It is obligatory on the part of an allottee to be accept and get registration of sale deed to be provided by KMDA.

NO REQUEST AND OR APPEAL FOR CHARGE OF APARTMENT AND REQUEST FOR ALLOTMENT OF CAR PARKING SPACE BE ENTERTAINED BY KMDA.

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Senior Deputy Secretary
Estate (Marketing & Management) Unit,

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Date:

Copy forwarded for information and taking necessary action to:

1. The Branch Manager, Axis Bank, _____ with request to collect the amount as specified in the payment schedule and issue money receipt / pay-in-slip to the allottee concerned and also communicate bank statement in our MIS format in every fortnight.

Senior Deputy Secretary
Estate (Marketing & Management) Unit,