

Ref. No. :.....

Date :.....

To,

Date: 10.01.2026

**Sub : Provisional Allotment of Flat No. \_\_\_\_\_ In Block- \_\_\_\_\_ at "ROYAL SIGNATURE", situated at Premises No. 12F, Umakanta Sen Lane, P.O-Ghughudanga, P.S.- Chitpur, Ward No. 004, under the local limits of Kolkata Municipal Corporation, Kolkata-700030, West Bengal.**

**Dear Sir/ Madam,**

With reference to your application dated the \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ requesting us to allot a residential flat along with a common/ mechanical/ covered allotted car parking space measuring about \_\_\_\_\_ sq. ft. approx in "**ROYAL SIGNATURE**".

We have the pleasure in informing you that the following flat has been provisionally allotted in your favour.

FLAT NO.	BLOCK	FLOOR	AREA(SFT)

Please note that conformation of allotment is subject to execution of agreement for sale within \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Please note that the price of the flat being Rs. - \_\_\_\_\_/- (Rupees \_\_\_\_\_) only and \_\_\_\_\_% of the price of the flat for sum of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_) only will fall due for payment at the time of execution of agreement for sale as a part payment of the consideration amount.

Please note that the GST at the applicable rate is also to be paid by you.

Please note that the tentative date of possession is \_\_\_\_\_ and at the same time registration of the flat shall be effected.

Timely payments of installments are essence of the agreement / understanding. We shall be informing you the due dates of the subsequent installment commensurate with the progress of construction, as and when they fall due. You are therefore requested to kindly adhere to the schedule of payment.

Assuring of our best services.

Yours faithfully.

**Royal Construction**  
*Asim in Ray*  
Proprietor