

ALLOTMENT LETTER

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject:- Allotment of Unit No. \_\_\_\_\_ ( Floor) \_\_\_\_\_, Built on \_\_\_\_\_  
measuring \_\_\_\_\_ Sq Yard in \_\_\_\_\_

**Dear Sir/ Madam**

We thank you for your Application dated \_\_\_\_\_ bearing No. \_\_\_\_\_  
(Application Form”) addressed to \_\_\_\_\_ and for the payments required for  
the purpose of allotment of your chosen \_\_\_\_\_. It is indeed our pleasure to  
inform you that the Unit booked by you via the aforementioned Application Form and  
provisionally allotted to you is now being finalized subject to the terms and conditions as  
stated in the Application Form and hereunder

**The details of the Applicant and the Unit allotted thereto are as under:**

Name of the alotee	
Address of Alotee	
Email Id	
Unit No.	
Name of Building	
Floor no.	
Type of Unit	
Carpet Area	
No. of Car Parking Alloted	
Consideration Value	

**Terms and Conditions:**

1. Balance payment shall be payable by the allottee as per demand by the \_\_\_\_\_ which is accepted by the allottee\

2. The Allottee shall, in relation to the Unit, make all payments to the firm from his own bank account only and not from and through the bank accounts of any third parties. The Allottee alone shall be responsible and liable in relation to the payments made by any third parties. Notwithstanding the aforesaid, the receipts for the payments made in relation to the Unit shall be issued in favour of the Allottee only.

3. The Allottee agrees and undertakes to be bound by and perform all the obligations and the terms and conditions contained in the Application Form and this Letter of Allotment, including timely payment of amounts stated hereunder.

4. The Possession of the Unit shall be given to allottee only after full and final payment to be made to the firm as per term and conditions set out in the standard buyers agreement, which has been throughly read by the alottee/ applicant

Thanking you and assuring our best services always

Yours faithfully

Authorised Signatory

Witness

1

I/ we accept the term and  
conditions mention here in  
above

2

\_\_\_\_\_ (Applicant Signature)