

Intimation Letter
(Format / Template)

Name & Address of Customer

Nos. SL/SA/ :
Client Code :
Date :
PAN No :

Ph :

Sub : Intimation of receipt of Application for Booking of Unit - _____ Unit No. _____
Dear Sir / Madam,

With reference to your Application for Booking dated _____, we have received your application for booking for _____ Unit No. _____ and will be delighted to have you as one among the family of Sobha Home Owners.

Your client code No. is _____. We request you to quote this code in all your future correspondences with us. The details of the unit is given below:

Unit No	SBA		Rate (sft)	GST	Basic Sale Value + GST	Other charges (tentative)
	(sqm)	(sft)				

Carpet Area (sqm)	Balcony Area (sqm)	Terrace Area (sqm)	Common Area (sqm)

- Note:
- 1 square meter equal to 10.764 square feet.
 - For SBA Calculations, terrace area will be considered @ 1/3 of terrace area.

The GST amount mentioned above is the currently applicable GST on your unit cost, any changes by Government to the same would be to your account.

Statutory Payments and Taxes are subject to change. Exact amount of Statutory Payments and Taxes payable by you shall be communicated at the time of completion/handing over of unit.

The payment schedule is enclosed.

Booking of the unit will be intimated and shall stand confirmed on the execution of the Agreement to Sell and realization of booking amount (10% of Basic Sale Value + GST).

Assuring you of our best service at all times.

Yours faithfully,

For Sobha Limited

Authorized Signatory

Note: This is system generated document & does not require signature