

WELCOME LETTER

Date: _____

Dear Mr/Ms. _____

Warm Greetings from Team _____!

We welcome you to _____ Family.

We are in receipt of your application dated _____ with respect to Flat No. _____ a _____ BHK on the _____ floor, _____ Tower, comprising of _____ SFT of SBA

- a. Carpet area as per RERA _____ SFT / SQM
- b. Balcony / utility / Verandah _____ SFT / SQM
- c. Terrace Area _____ SFT / SQM (if applicable)

Please find attached herewith the Receipt for Rs _____/- (Rupees _____ Lakhs Only) vide cheque no. _____ dated _____, drawn on _____.

As per the cost sheet, you are required to pay the 10% of the total cost (Rs. _____/- (Rupees _____ Only) for entering into Agreement of Sale within 15 days of your booking. Hence we request you to kindly pay this amount on or before _____. Please note that your booking is subject to receipt of the above amount within the said 15 days from the date of booking. On receipt of the entire amount as specified above, you will be invited to sign the Agreement of Sale.

E -stamping at 0.1% of the total cost is a must if you are applying for a bank loan.

Please feel free to send us your feedback and encourage us to serve you better.

We look forward to continue our beneficial relationship.

Sincerely,

For _____
