

WELCOME/ALLOTMENT LETTER

Date: ____th ____, ____

To,

Mr. _____ &

Mr. _____

R/o _____

(M): _____

Please accept our heartiest Congratulations and thanks for choosing to be a privileged customer in "Mona Cityhomes" We are quite happy to have you as our newest customer and looking forward to a long term & fruitful relationship. We warmly welcome you to the family of **Mona Townships Pvt. Ltd. Group.**

Your home is being designed and built to meet the highest standards under the close supervision of leading Architects. We are confident that at

"Mona Cityhomes" , you will enjoy all the facilities that a modern and secure lifestyle demands which include 24 hour power backup, swimming pool, fitness centre / gym, water storage, security / fire alarm, reserved parking, intercom facility, children park, waste disposal, wifi zone in club house, lifts, security personnel, rain water harvesting, park, maintenance staff .

As a matter of initial process of your application, we have provisionally booked your residential unit at "Mona Cityhomes", KL Road, Sector 115 Mohali, Punjab - 140307, as per the following details:

Booking Date	Block/Tower	Unit No.	Unit Type	Area	Payment Plan Opted
____	____	____	3BHK (1500 SQ.FT.)	1500 sq.ft	____

Please find below list of documents to be submitted against your application. Your timely response will help us expedite the transaction smoothly.

List of documents

1. Copy of ID Proof
2. Copy of PAN card for each Applicant
3. Copy of Address Proof (Bank passbook, Voter ID, Telephone Bill, Driving License, Passport etc.)
4. One Photograph of each Applicant.

A qualified team of professionals is available to assist you with any queries related to your documentation, dues & credit facilities from Bank/ Financial Institutions etc. You are requested to visit our Site Office at **Mona Cityhomes , KL Road, Sector 115 Mohali, Punjab - 140307** for completing the above documentation.

Shall you require any further information please feel free to call at our

Contact No +91-80-8809-8809

Alternate No. +91-7528923838

We assure you of our best after sales service as is being enjoyed by all our customers.

Thanks & regards

Mona Townships Private Limited.

Authorised signatory

This is a system generated letter. In case you have already complied, please ignore the same.

For Mona Townships Pvt. Ltd.

Harpreet Singh

Director