# APPLICATION FORM FOR ALLOTMENT OF UNITS / PREMISES/COMMERCIAL space IN SECTOR 103, GURGAON, HARYANA

| Application   | on Number: OEPL /   |   |   |                                |  |  |  |  |
|---|---|---|---|--------------------------------|--|--|--|--|
| M/S. OCI<br>1205, TO  | MUM ESTATES PRIVATE LIMITED   |   |   |                                |  |  |  |  |
| SOUTH C   | RE TOWER,   | Photo   | Photo   |                                |  |  |  |  |
| Date:   | 202   |   |   |                                |  |  |  |  |
|   | est for an allotment of a Unit / Premis<br>1MERCIAL SPACE")   | ses/commercial space in your project "NEO CENTRA" situa   | ted at Sector 103, Gurgaon, Ha                                  | ryana. (HEIR AFTER REFERRED    |  |  |  |  |
| I/We remi   | t herewith a sum of Rs.   | (Rupeesas booking amount/earnest mor  | ) by Bank Draft/Chequ   | ue No dated                    |  |  |  |  |
| In the event of the company agreeing to allot a Unit / Premises, I/we agree to pay further installments of sale price and all other dues as stipulated in the payment plan along with this application form (which may be altered at the time of the execution of the Buyer's Agreement) as explained to me by the company and understood by me   |   |   |   |                                |  |  |  |  |
| I/We have clearly understood that this application does not constitute an Agreement to Sell and I/we do not become entitled to the provisional and/or final allotment of a Unit / Premises/commercial space not with standing the fact that the M/s OCIMUM ESTATES PRIVATE LIMITED (hereinafter referred to as "company") may have issued a receipt in acknowledgment of the money tendered with this application.  |   |   |   |                                |  |  |  |  |
| It is only after I/we sign and execute the Buyers Agreement on the company's standard format, carefully understanding, agreeing and undertaking to abide by the terms & conditions laid down therein and the legal implication thereof and after understanding my/our obligations and liabilities and the obligations and liabilities of the Company as set forth in the Buyer's Agreement, that the allotment shall become final and binding upon the company. If, however, I/we fail to execute and return the Buyers Agreement within thirty days (30) from the date of its dispatch by the company then this application shall be treated as cancelled at the sole discretion of the Company and the money paid by me / us shall stand forfeited. I/we have clearly understood that the Buyers agreement sent by post on the address as provided by me/us herein below shall be deemed to be delivered to me/us after 5 days from the date of post by the company.  |   |   |   |                                |  |  |  |  |
| Name,   |   | Address:,   |   |                                |  |  |  |  |
| Name,Address:,  |   |   |   |                                |  |  |  |  |
|   | are making this application with the<br>d by the competent authority.   | full knowledge that the plans for the building in which t   | he commercial space applied f                                   | or will be located are not yet |  |  |  |  |
| I/we agree that I/We shall not be entitled to take possession of the commercial space without payment of all due charges including but not limited to the Preferential Location Charges (PLC), Car Park Charges, Interest Free Maintenance Security (IFMS), External Development Charges, Internal Development Charges, Electrical Energy Charges, registration Charges, Legal documentation Charges, stamp duty, Service Tax, Property Tax, VAT, execution of the Buyers Agreement and Maintenance Agreement. The Company shall have the full and sole authority and power to amend the terms and conditions of the Buyers' Agreement and Maintenance Agreement as and when as it deems fit.   |   |   |   |                                |  |  |  |  |
| As already confirmed hereinabove I/we do hereby declare that that I/we have gone through the terms and conditions of the Buyers Agreement and the Maintenance Agreement made available to us/me in the Company's Office and the I/we agrees and undertakes to abide by the said terms and conditions and sign the Buyers Agreement and the Maintenance Agreement as and when called upon to sign by the Company. The Applicant further accepts and confirms that the Allotment shall be subject to the Applicant adhering to the payment schedule and making various payments in respect of the said unit as well as amount payable under the Maintenance Agreement including but not limited to sinking funds & security deposit and non payment/delay payment of any such amount gives the full authority and power to the Company to cancel the Allotment. In case of any difference and/or dispute between the company and me/us, the same shall be referred to arbitration of a sole arbitrator appointed by the Company and the award of the sole arbitrator shall be final and binding on the parties. It is understood and accepted that only Courts/Tribunals at Delhi shall have the jurisdiction to entertain any dispute between the Company and me/us. |   |   |   |                                |  |  |  |  |
|   | The Applicant(s) acknowledges that the allocation of the space is subject to minimum threshold payment of 10% of Basic Sale Price. The Company shall treat 10% of the sale price as earnest money to ensure due fulfilment, by the Applicant(s) of all the terms and conditions as contained herein and in the Buyer's Agreement. |   |   |                                |  |  |  |  |
| hereby au<br>case of no   | thorizes the Company to forfeit the en-<br>n-fulfilment of any of the terms and   | ee that the money for the purpose of the application and<br>earnest money alongwith the interest paid, due or payable<br>conditions herein contained and those of the Buyer's Agr<br>greement with in thirty (30) days of its dispatch by the Cor | e alongwith any other amounts<br>eement as also in the event of | s of non-refundable nature in  |  |  |  |  |
| In the event of any payment cheque issued by the customer being dishonored by the bank due to any reason whatsoever. In replacement the company will only accept DD of that the amount and also a penalty of Rs. 1000/- will be charged, as reimbursement of bank charges.  |   |   |   |                                |  |  |  |  |
|   | her agree and confirm that the ises/commercial space, signed by an  | company is bound only by specifically laid down i authorized Director of the Company.   | nformation in the Buyers A                                      | greement of the aforesaid      |  |  |  |  |
| I/We have   | gone through the above terms and  | conditions and have understood them and I/we hereby re  | ecord my/our acceptance there                                   | of                             |  |  |  |  |
| Place:  |   | Signature of the Applicant/s  | Signature of the Appli  | cant/s                         |  |  |  |  |
| Date:   |   | Name:   | Name:   |                                |  |  |  |  |
| Encl;   | 1. Personal Details Form  | S/o:  | S/o:  |                                |  |  |  |  |
| . ,   | 2. List of Documents  | Address:  | Address:  |                                |  |  |  |  |

PAN NO.: \_\_\_

PAN NO.: \_\_\_

## **Personal Details Form**

| Sole/First Applicant:      |                                 |                      |                                 |                                   |
|----------------------------|---------------------------------|----------------------|---------------------------------|-----------------------------------|
| Son of/Daughter of/Wife    | of:                             |                      |                                 |                                   |
| Mailing Address:           |                                 |                      |                                 |                                   |
|                            |                                 |                      |                                 | Photo                             |
| Telephone:                 | Mobile:                         | Fax:                 | ! <u></u>                       |                                   |
| Email:                     |                                 | Age:                 |                                 |                                   |
| Residential Status:        | esidential Status: Nationality: |                      |                                 |                                   |
| PAN No.:                   |                                 |                      |                                 |                                   |
|                            |                                 |                      |                                 |                                   |
| Second Applicant:          |                                 |                      |                                 |                                   |
| Son of/Daughter of/Wife    | of:                             |                      |                                 |                                   |
| Mailing Address:           |                                 |                      |                                 | Photo                             |
|                            |                                 |                      |                                 |                                   |
| Telephone:                 | Mobile:                         | Fax:                 | <u> </u>                        |                                   |
| Email:                     |                                 | Age:                 |                                 |                                   |
| Residential Status:        | Na                              | tionality:           |                                 |                                   |
| PAN No.:                   | Date                            | e of Birth:          |                                 |                                   |
| Details                    | s of Unit/ Premises/Co          | mmercial Space Requi | red and Provisional Re          | gistration                        |
| Details of Unit/Premises r |                                 |                      |                                 | -                                 |
| Unit / Premises No.        | Carpet Area In Sqft.            | Super Area In Sqft.  | Rate Per Sqft. of<br>Super Area | Total Cost<br>(Rate X Super Area) |
|                            |                                 |                      |                                 |                                   |
|                            |                                 |                      |                                 |                                   |
|                            |                                 |                      |                                 |                                   |
|                            | <u>Payment Pla</u>              | n opted: Down Payme  | ent/Installment                 |                                   |
|                            |                                 |                      |                                 |                                   |
| Payment Plan opted for:    | (A) Down Payment                | (B) Instal           | lment Payment                   | (C) Other                         |

Note 1: Payment to be made by Demand Draft(s)/Pay Order(s)/Banker's Cheque(s) only drawn in favour of M/S. OCIMUM ESTATES PRIVATE LIMITED A/C NEO CENTRA Collection A/C Payable at New Delhi

Note 2: Allotment to Non-Resident and Nationals of Indian Origin will be subject to laws of the Republic of India.

# **Declaration**

I/We the Applicant herein do hereby declare that this application for allotment is irrevocable and that the particulars given above are true & correct and nothing has been concealed there from. I have read, understood agreed to and signed the enclosed terms and conditions herein and undertake to abide by the terms and conditions of Allotment letter to be executed.

| Place:                           | Signature of the Applica | nt/s Signature of the App | licant/s        |
|----------------------------------|--------------------------|---------------------------|-----------------|
| Date :                           | Name:                    | Name:                     |                 |
|                                  |                          |                           |                 |
|                                  | For Offic                | <u>e Use Only</u>         |                 |
| Provisional Registration of Comm | nercial Unit             |                           |                 |
| Details of Commercial Unit Type  |                          |                           |                 |
| Super Area of Commercial Unit_   |                          |                           | Square Feet     |
| Basic Price (Per Square Feet)    | Preferential Locati      | ion Charges (PLC) @ Rs    | Per Square Feet |
| Parking Space (S) Nos            | @ Rs                     | each aggregating to Rs    |                 |
| Total Price in Rs.               |                          |                           |                 |
| Mode of Booking: A) Direct       |                          | B) Channel Partner        |                 |
| Special Instruction / Remarks    |                          |                           |                 |
| Application: Accepted / Rejected | I                        |                           |                 |
| (Authorized Signatory for Compa  | any)                     |                           |                 |

#### **Documents to be submitted along with Application Form**

#### **FOR INDIVIDUAL**

- 1. Two PP Size Photograph of each applicant.
- 2. Self-attested Copy of PAN Card.
- 3. Self-attested Copy of Address Proof.

### **FOR COMPANY**

- 1. Memorandum and Articles of Association (MOA & AOA) of Company duly signed by the Company Secretary/ authorized person of the Company.
- 2. List of Directors (Form No. 32 in case of change of Directors).
- 3. Board Resolution authorizing the signatory of the application form to buy *I* sell property on behalf of the company.
- 4. ID Proof of the authorizing person of the Company.
- 5. Two PP Size photograph of the authorized person of the Company.
- 6. Self-attested copy of PAN Card of the Company.

## **FOR NRI/ OCI/ PIO**

- 1. Two PP Size Photograph of each applicant.
- 2. Self attested Copy of Address Proof.
- 3. NRI/ OCI/ PIO proof incase of an NRI / OCI / PIO Customer.
- 4. Copy of Passport in case of an **NRI / OCI/PIO** Customer.
- 5. Original / Registered G.P.A. or certified copy of the same from the office of the concerned Registrar, (in case required). Letter from the executant that the G.P.A. is valid till date.
- 6. In case of telegraphic transfer a copy of debit advice from the remitting bank.
- 7. Proof confirming that consideration reed / paid has been done to / out of NRE / NRO / Directly from abroad thru authorized banking Channels.

# **FOR PARTNERSHIP FIRM**

- 1. Notarize copy of partnership deed.
- 2. Authorization letter for sale / purchase duly signed by all partners.
- 3. Self-attested Copy of PAN Card of firm.
- 4. Self-attested Copy of PAN Card of Authorized person.
- Self-attested Copy of Address Proof.
- 6. list of Partners.
- 7. Bank verification of signature of Authorized person.
- 8. Two PP Size photograpgh of each applicant.

## **HINDU UNDIVIDED FAMILY (HUF)**

- 1. Self attested Copy of PAN card of HUF.
- 2. Self attested Copy of Address Proof.
- 3. Authority letter from all co-parcenor's of HUF authorizing the Karta to act on behalf of HUF.
- 4. Two PP Size photograph of each applicant.