

Date:

To,

Madam and Sir,

Re: Registration of your Apartment and Parking space (if any)
at Greenwood Park Extension, New Town,
Action Area IB, Rajarhat

As you are aware we intend to commence registration of the conveyances of the flats and the car parking spaces, storeroom (if any), in the above project soon. The proforma deeds of the conveyances has been put up in our website www.bengalshrachi.in. To complete the registration of your flats and car parking spaces kindly pay by **A/c payee cheque payable at Kolkata in our favour, that is, "Bengal Shrachi Housing Development Limited"**, the following **Total sum**, within 15 days from the date of receipt of this letter being the aggregate of the following amounts, all of which are percentage of the consideration of the flat and the car parking space (if any).

- **Stamp Duty** – (6%) - Rs._____/-
- **Registration charges** – (1.1%)- Rs._____/-
- **Legal Charges**–(1%) - Rs._____/-

Total: Rs._____/ - (Rupees_____ only)

Please note that later you may be required to pay additional amounts towards Stamp Duty and Registration Charges if the 'market value' of the flat and the car parking spaces is evaluated at a higher value by the Appropriate Authority than the value shown in the conveyance deed. Further, if this evaluation is more than Rs. 25 lacs you will be required to pay 7% Stamp Duty on the evaluated value.

Please ensure that payments of your **maintenance charges** are up to date and there is no outstanding. For any clarifications in this regard, please contact The Facility Manager, Bishopsgate office at Greenwood Park Extension Site Office (033 32526405).

Yours truly,

For Bengal Shrachi Housing Development Limited

Marketing Department

Enclosed: Information Sheet

Note: Duly filled up information sheet with the required documents as mentioned therein should be returned together with the cheque.

REGISTERED WITH A/D

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at Greenwood Park Extension, New Town,
Action Area IB, Rajarhat

As you are aware we intend to commence registration of the conveyances of the flats and the car parking spaces (if any), in the above project soon. The proforma deeds of the conveyances will shortly be put up in our website www.bengalshrachi.in. To complete the registration of your flats and car parking spaces kindly pay by **A/c payee cheque payable at Kolkata in our favour, that is, "Bengal Shrachi Housing Development Limited"**, the following **Total sum**, within 15 days from the date of receipt of this letter being the aggregate of the following amounts, all of which are percentage of the consideration of the flat and the car parking space (if any).

- **Stamp Duty** – (6%) - Rs._____-/-
- **Registration charges** – (1.1%)- Rs._____-/-
- **Legal Charges**–(1%) - Rs._____-/-

Total: Rs._____-/- (Rupees_____ only)

Please note that later you may be required to pay additional amounts towards Stamp Duty and Registration Charges if the 'market value' of the flat and the car parking spaces is evaluated at a higher value by the Appropriate Authority than the value shown in the conveyance deed.

Please ensure that payments of your **maintenance charges** are up to date and there is no outstanding. For any clarifications in this regard, please contact The Facility Manager, Bishopsgate office at Greenwood Park Extension Site Office (033 32526405).

Yours truly,

For Bengal Shrachi Housing Development Limited

Marketing Department

Enclosed: Information Sheet

Note:

1.) Duly filled up information sheet with the required documents as mentioned therein should be returned together with the cheque.

*2) In case the market value of the property exceeds Rs.25 lacs you are required to pay 7% Stamp Duty.