



INDIAN RAILWAY WELFARE ORGANISATION

भारतीय रेल कल्याण संस्था

इरवो

Railway Office Complex
Shivaji Bridge
New Delhi-110001

No. IRWO/

Dated:

Membership No.
Scheme Regn. No.

To,
Mr./Ms.
Co-owner's Name.....
.....

Dear Sir/Madam,

Sub: Allotment letter for Group Housing Scheme at

1. A draw for allotment of specific unit was held on and you have been allotted a Type..... dwelling unit No..... in Group Housing Scheme at
The cost of DU allotted to you is Rs. This do not include Equalisation charges (if any) which shall be payable extra. Service Tax is also payable extra.
2. You are now required to make the following payments :-

Sl. No.	Particulars	Payable (Rs.)	Amount Already Called (Rs.)	Balance (Rs.)	Service Tax Payable Thereon (Rs.)	Amount Payable (Rs.)
1.	Cost of DU					
2.	Maintenance Fund Charges					
3.	Additional Maintenance Charges					
4.	Depreciation Reserve Fund Charges					
5.	Parking Charges					
6.	Others					

Annexure C-1

3. Last date for making the payments is In case of delay, interest at the currently applicable rate will be levied till the payment is made.
4. The houses are expected to be ready for possession by Possession must be taken before In case you do not take possession by the above mentioned date you will be liable to pay administrative charges as per para 17(d) of IRWO General Rules. For collection of possession letter please bring three passport size photos each of self & co-owner (if any), self attested.
5. Maintenance period (contractor's liability) will expire on No complaint regarding any defect will be entertained thereafter.
6. You are also requested to furnish an undertaking as per Annexure C-2 on non-judicial stamp paper of Rs.100/- duly notarised (Format enclosed).
7. It may also be noted that original Handing Over/Taking Over certificate will be given to only those allottees who will provide a Certificate from Department/Banks/Financial Institutions that the entire loan alongwith interest has been repaid (In case Financial Assistance is availed for the DU in question). They will be given copy.
8. You will have to make arrangements for obtaining individual electric connection and meter from the local body at your own cost.
9. Challan as per Annexure B-4 (in 3 foils) is enclosed for your use.

Yours faithfully,

for Managing Director

Encl: as above