



Application Form

To

**M/s. VIRESH PROMOTERS & DEVELOPERS PVT. LTD.**

N-49, First Floor, Connaught Place  
New Delhi-110001

Affix  
Latest Passport  
Size Photograph  
Of 1" Applicant

(self attested)

Affix  
Latest Passport  
Size Photograph  
Of 2" Applicant

(self attested)

Dear Sir,

I/We may be registered in your records for a provisional registration/allotment of a commercial space/ unit in your forthcoming Commercial Project being developed at Sector-65, Village – Badshahpur, Tehsil & District - Gurgaon. I/we undertake to abide by all such terms & conditions, as imposed or notified by you, presently or in future.

I/We understand that the Project is still at a conceptual stage and the Company is in the process of obtaining sanctions and other necessary approvals from the Competent Authorities. Hence, the amount given by me/us may be treated as an "ADVANCE" in support of my/our expression of interest. That if the aforesaid Project is ultimately launched by the Company, then the amount advanced herewith may be adjusted towards the advance booking/earned money at the time of offer of provisional allotment of the commercial space/unit. However, in case the project is abandoned, then on my/our request/application the advance amount may be refunded to me without any interest or be adjusted towards provisional allotment of any other existing project of the Company or its sister concerns; in which case I/we agree and undertake to abide by the terms & conditions of the same.

In the event the Company offers the provisional allotment of a commercial space/unit, then I/we agree & undertake to pay the remaining balance towards the Basic Cost alongwith Preferential Location Charges (PLC), (if any) including EDC, IDC (or any enhancement thereof) and all other charges/ levies/taxes, etc. as stipulated/called for by the Company, as per the opted payment plan (Annexure-A); failing which this Provisional Booking shall be treated as cancelled due to my/our own faults; and the earnest money (which shall be 15% of the Basic Cost) can be forfeited at the sole discretion of the Company. However, the Provisional Booking can be continued by levying interest @ 24 % p.a. on the outstanding amount for the delayed period.

I/we understand and have full knowledge that the building/floor plans are purely tentative and are still under process of sanctioning by the Competent Authority. I/we also understand that the building/floor plans may be revised/changed or modified/alterd at the sole discretion of the Company, structural engineers, architects, government authority, etc. resulting change in location/number/size of the commercial space/unit; to which I/we have no objection.

I/we have clearly understood that this application/Provisional Booking Form does not constitute an Agreement to Sell and I/We do not become entitled to the provisional allotment and/or possession of any Commercial Space/Unit notwithstanding the fact that the Company may have issued a receipt in acknowledgement of the money tendered with this application. I/we agree to sign and execute the Allotment Letter/Buyers' Agreement including Maintenance Agreement on the Company's standard format agreeing to abide by the terms & conditions of the same. I/We have read & understood the terms & conditions of the Allotment Letter/Buyers' Agreement of the Company and clearly understand that the ownership/title of the Commercial Space/Unit shall pass on to me/us only after execution of the title deed and till then it shall remain the property of the Company.

If, however, I/we fail to execute and return the Allotment Letter/Buyers' Agreement within thirty (30) days from the date of its dispatch by the Company then this application shall be treated as cancelled and the earnest money paid by me/us shall stand forfeited. If Allotment Letter/ Buyers' Agreement is dispatched by Company, but not signed and returned by me/us within thirty days as above and Company decides not to cancel the application, and I/We make any of the further due payments on demand by Company or at our own will, it shall be rightfully construed as our consent to all of the terms & conditions of the Allotment Letter/Buyers' Agreement and any objection to the terms & conditions of Allotment Letter/ Buyers' Agreement at later stage, shall be treated to be null & void.

I/we undertake to pay the Basic Sale price and other charges (as applicable) as per opted Payment Plan without any delay as and when demanded by the Company.

My/our particulars as mentioned below may be recorded for reference and communication.

**FIRST APPLICANT/ALLOTEE (S)**

Name: Mr./Mrs./Ms. : \_\_\_\_\_

Through (if applicable) Mr./Mrs./Ms. : \_\_\_\_\_

Father's/Husband's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Profession: \_\_\_\_\_

Address(O): \_\_\_\_\_

Address(R): \_\_\_\_\_

Telephone (O): \_\_\_\_\_ (R): \_\_\_\_\_ Mobile: \_\_\_\_\_

PAN Number: \_\_\_\_\_ Passport No. (if any) : \_\_\_\_\_

E-mail ID: \_\_\_\_\_ Fax: \_\_\_\_\_

Residential Status:  Resident Indian  Non-Resident Indian

**SECOND APPLICANT / ALLOTEE (S)**

Name: Mr./Mrs./Ms. \_\_\_\_\_

Through (if applicable) Mr./Mrs./Ms.: \_\_\_\_\_

Father's/Husband's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Profession: \_\_\_\_\_

Address (O): \_\_\_\_\_

Address (R): \_\_\_\_\_

Telephone (O): \_\_\_\_\_ (R): \_\_\_\_\_ Mobile: \_\_\_\_\_

PAN Number: \_\_\_\_\_ Passport No. (if any) : \_\_\_\_\_

E-mail ID: \_\_\_\_\_ Fax: \_\_\_\_\_

Residential Status:  Resident Indian  Non-Resident Indian

**DETAILS AND VALUE OF UNIT TO BE PURCHASED:**

Type of Unit	COMMERCIAL SPACE
Unit/Space No.	
Floor	

Area	Sq. Ml. (approx.)	Sq. Ft. (approx.)
Super/Salable Area of Unit		
Basic Rate Per Sq. Mtrs./Sq. Ft.		
Preference Location Charge Rate		

Basic Sale Price of Unit/Space	Amount (₹)
Preference Location Charge	
Total Basic Cost including PLC *	

\* Exclusive of other allied charges and taxes payable as per the terms of allotment.

**PAYMENT PLANS:** Please see **Annexure A** (attached) and indicate your payment options [✓]

**PLAN 'A'**   
**DOWN PAYMENT PLAN**

**PLAN 'B'**   
**INSTALLMENT LINKED PAYMENT PLAN**

**Note:**

- A.** Payments to be made by A/c Payee Cheque(s)/Demand Draft(s) in favour of **"SUNCITY BUSINESS SQUARE"**, payable at New Delhi/Gurgaon only. Out station Cheques/Drafts will not be accepted.
- B.** For rates and other details please see price list.
- C.** For additional rates of Preferential Location, if any, and other details please see the Price List.
- D.** Stamp duty and registration charges, enhancement if any, etc. shall be extra at actual and to be borne by the applicant.
- E.** The total basic price above does not include:
- (i) PLC, EDC, IDC, Electrification Charges, etc. and/or any tax paid or payable by the Company and/or its Contractors by way of Value Added Tax, State Sales Tax, Central Sales Tax, Works Contract Tax and Service Tax or any other taxes by whatever name called, in connection with the execution and sale of project (hereinafter collectively referred to as "taxes") shall be reimbursed/payable by the applicant even if they are applied with retrospective in effect.
- (ii) The Company shall intimate to the intending Allottee, the amount payable as stated herein above and the intending Allottee shall make payment within 15 (Fifteen) days of such intimation.
- F.** In case PAN is not provided, Intending Allottee(s) must provide declaration in Form No. 60 (See **Annexure B**)

**DECLARATION:**

I/We the applicant(s) do hereby declare that the above particulars/information given by me/us is/are true and correct and nothing has been concealed there from. I/We have read, understood, agreed to and signed the enclosed terms & conditions herein and undertake to abide by the terms & conditions of this Application and Allotment Letter/Agreement to be executed.

Date:  
Place:

Yours faithfully,

.....  
Signature of applicant(s)/Intending Allottee(s)

**FOR BROKER'S USE ONLY:**

Name of Agent: \_\_\_\_\_ Agent Code: \_\_\_\_\_  
Agent Stamp: \_\_\_\_\_ Agent Signatures: \_\_\_\_\_  
Service Tax Reg. No. : \_\_\_\_\_

**NOTE:** AGENTS MUST PUT THEIR STAMP AND SIGNATURE AT APPROPRIATE PLACE AND ENSURE THAT COPY OF THEIR PAN CARD AND SERVICE TAX REGISTRATION IS SUBMITTED TO COMPANY. NON COMPLIANCE MAY DELAY RELEASE OF COMMISSION TO THEM.

**Checklist: ATTENDING STAFF/ INCHARGE TO ENSURE THAT FOLLOWING REQUIREMENTS HAVE BEEN COMPLIED WITH.**

1. Correct form is used for Direct / Broker Booking.
2. Two copies of Allotment letters signed in advance by applicant.
3. PAN Card copy / Form 60 from all applicants received.
4. Residence Proof (Passport/ Driving LIC/Ration Card etc) received.
5. Passport Size Photo of all applicants pasted on app. place.
6. Telephone/Mobile Numbers of all applicants written at app. place.
7. Applicants have signed at all required places including Declaration.
8. All corrections and pasting are authorized by applicants by signing on/ near to them.
9. Unit details and cost verified with Layout and applicable Price list.
10. Cheque/DD is payable at Delhi/ New Delhi/ or Baddi only.
11. If Broker booking, broker name, signatures and Stamp are at app. place.
12. Unit Type and specification is clearly marked in Application.


**In case of NRI applicants following additional documents are required:**

13. Passport copy with valid visa page received.
14. Letter from Bank on Bank's Letter head confirming that the cheque has been issued from NRI's NRO or NRE account held with them. This is not required if money is remitted or Draft is made by NRI from outside India.

**FOR OFFICE USE ONLY**

RECEIVING OFFICER'S NAME: \_\_\_\_\_

1. Application Status: Accepted  Rejected
2. Details of Commercial Space/Unit Allotted:
- Unit No: \_\_\_\_\_ Floor: \_\_\_\_\_
- Unit Area: \_\_\_\_\_ Sq Mt. \_\_\_\_\_ Sq Ft.
- Basic Rate: \_\_\_\_\_ Per Sq Mt. \_\_\_\_\_ Per Sq Ft.
- Preference Location Charge: Type \_\_\_\_\_ Rate \_\_\_\_\_
- Basic Sale Price: ₹. \_\_\_\_\_ Discount (if any) \_\_\_\_\_
- Preference Location Charges: ₹. \_\_\_\_\_
- Total Unit Cost Price\* (Basic + PLC) only ₹. \_\_\_\_\_
- (in words) \_\_\_\_\_
- \*Exclusive of other allied charges and taxes payable as per the terms of allotment.
3. Payment received at the time of booking vide Cheques/DD/Pay Order No. \_\_\_\_\_
- Dated \_\_\_\_\_ for ₹. \_\_\_\_\_ drawn on \_\_\_\_\_ Bank.
4. Provisional Booking Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Authorized Signatory with Seal

M/s. VIRESH PROMOTERS & DEVELOPERS PVT. LTD.  
N-49, First Floor, Connaught Place  
New Delhi - 110 001.  
Phones: 011-49290000, 23327735/52.

**ANNEXURE - B**

**FORM No.60**

[See third provision to rule 114B]

**Form of declaration to be filed by a person who does not have either a permanent account number or General Index Register Number and who makes payment in cash in respect of transaction specified in clauses (a) to (h) of rule 114B.**

- (1) Full name and address of the declarant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (2) Particulars of transaction: \_\_\_\_\_
- (3) Amount of the transaction: \_\_\_\_\_
- (4) Are you assessed to tax? \_\_\_\_\_ Yes  No
- (5) If yes,  
(i) Details of Ward/Circle/Range where the last return of income was filed?  
\_\_\_\_\_
- (ii) Reasons for not having permanent account number/General Index Register Number?  
\_\_\_\_\_
- (6) Details of the document being produced in support of address in column (1)  
\_\_\_\_\_  
\_\_\_\_\_

**Verification**

I, \_\_\_\_\_ do hereby declare that what is stated above is true to the best of my knowledge and belief.

Verified today, the \_\_\_\_\_ day of \_\_\_\_\_ of 20 \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of the Declarant

**Instructions** -> Documents which can be produced in support of the address are:-

- (a) Ration Card  
(b) Passport  
(c) Driving licence  
(d) Identity Card issued by any institution  
(e) Copy of the electricity bill or telephone bill showing residential address  
(f) Any document or communication issued by any authority of Central Government, State Government or local bodies showing residential address  
(g) Any other documentary evidence in support of his address given in the declaration.



**Suncity Projects Pvt. Ltd.**

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