

To
The President/Secretary
Pundrik Cooperative Group Housing Society Limited
Pundrik Vihar,
Delhi-1100034

Subject: Application for permission to undertake repairs in the Flat.

Sir,

I request for permission to undertake some repairs in my Flat No._____, Pundrik Vihar. The details of the repair work are as follows:

1. Particulars of Repair Work:
(Attach details and undertaking separately)
2. Date of commencement of the repair work:
3. Expected Date of Completion of repairs:

Undertaking:

I hereby agree to the following terms & conditions:

- (i) To submit the documentary proof of bonafide ownership of the Flat in the records of the Society.
- (ii) The work shall not create any hindrance or any other problem to the neighbour and the Society. **Consent of the neighbour should be obtained.**
- (iii) I undertake to pay Rs,3,000/- comprising Rs.1,000/- as security deposit and Rs.2,000/- towards water & misc charges.
- (iv) The 'Malba' () will be cleared during the repair from time to time atleast every week and on completion of the work. In case, it is not cleared, the same can be removed by the Society and the charges may be deducted from the security deposit.
- (v) **In the event of any issue, I shall abide by the decision of the managing committee in the matter.**

Yours faithfully,

Signature:

Name:

Flat No._____

Dated:_____

Address:

(in case not residing in the Society)

Tel No...../Mobile No.....