



Akankha Radhachura Apartment Owners' Association

Street # 626, New Town Action Area IIC, Kolkata – 700161

E-mail: [akankha.radhachura@gmail.com](mailto:akankha.radhachura@gmail.com)

Telephone : 033 40443898

07.11.2021

## Reminder Notice for Payment of Outstanding Amount of 3<sup>rd</sup> (Final) Instalment for Building Repair & Painting Works

Respected Owners,

Accept Warm Greetings!

Hope all of You and Your Families are keeping safe.

This is to hereby inform you that the Building Painting works have been going on full pace and expected for completion soon. We Thank You for your cooperation.

The Association will now be required to make final payments as per the Work Order Contract with vendors and hereby seek your support for clearing all the installments due to you for Repair & Painting Works.

Further, in accordance to the resolutions passed in Special General Meeting of Owners held on July 04<sup>th</sup>, 2021 and subsequent notification to Owners dated July 06<sup>th</sup>, 2021, it is also notified that the **3<sup>rd</sup> (final) Instalment for repair & painting works will start accruing Late Payment Charges of Rs. 1000/- per month after November 30<sup>th</sup>, 2021**. This will be in addition to the Late Payment Charges accruing to Owners at Rs. 1000/- per month, who have not yet paid their 1<sup>st</sup> & 2<sup>nd</sup> Installments for the said works.

Flat Area	1st Instalment	2nd Instalment	3rd Instalment	Total
730 Sq Ft	12000/-	8000/-	12775/-	32775/-
895 Sq Ft	15000/-	9525/-	15663/-	40188/-

The apportionment of contribution from each Flat for the Repair and Painting Work was done basis the total cost of the work divided by the exact number of Flats. Thus, even if there is a single default of collection from any owner, the Association will fall short of its obligation which the Board Of Managers have undertaken on your behalf. Hence, seek your full cooperation and clearance of entire outstanding dues latest by November 30<sup>th</sup>, 2021.

Sincere Regards,

For & on behalf of Akankha Radhachura Apartment Owners' Association

Mintu Ranjan Dey

Sd/-

President

Tower 2/ 8E