

FOR INTERIOR WORK

Date: -----

To,
Belaire Condominium Association
Belaire, DLF City, Phase – V,
Sector-54
Gurgaon-122011

Sub: - Interior Change of Apartment No. ----- at Belaire

Dear Sir,

I have submitted application and the drawing/ layout for the internal alteration works for my apartment no. ----. I will abide by all the prevailing law related to alteration and guidelines of maintenance agreement. Further I will follow all the below mentioned instructions & guidelines of Condominium:-

Plumbing and Fire Fighting	Modification of toilets in terms of layout is not allowed. Disturbance to fire sprinkler pipes are not allowed.
HVAC	The removal of internal wall in the certain areas and increasing the spatial dimensions will affect the Air-conditioning System and the temperature inside will not be maintained due to increase in areas. Responsibility for such an anomaly/ damages on refrigerant piping and drain piping (if any) shall lie solely with the apartment owner, and he/ she shall be responsible for rectification works as may be necessary at his/ her own risk and cost, after obtaining a clearance from the estate manager.
Electrical	Flat Owner can remove wall from below boxing (as applicable) and the adjacent/ affected electrical points be shifted/ modified as per owner's convenience at his own cost and risk. But distribution board & Switch Board surrounding wall (1' Feet) would not be removed. Any additional points (as required), may be allowed subject to clearance sought after submittal of revised drawing highlighting the revisions(requested).
Important Notes	No alteration of structural members (RCC columns, beams, slabs) are allowed. No alteration in external and common façade/ fenestrations will be allowed. In all circumstances for compromise in safety, comfort and convenience (if any), the apartment owner is solely responsible, and the management shall not be responsible. Collateral damages (if any) caused at floors above and below and at common services shafts, etc due to such internal modification works shall have to be rectified by the apartment owner at his/ her own risk and cost.

Note: -

- a) Security deposit of Rs. 5000/- has been deposited which will though be refundable subject to no damaged caused during the renovation.
- b). The work will have to be completed within three month. Further approval if required will be at the discretion of BCA & may be chargeable.

Regards,

Name –
Apartment No. -
Sign -
The Belaire,
DLF City, Phase – V.