

To
The Competent Authority
Housing Department, Law and
Statutory Cell, 1st Floor of New
Secretariat Building, 1, Kiran Shankar
Roy Road, Kolkata - 700001.

Subject: Authorization Letter for Registration of Apartment Owners' Association

Dear Sir/Madam,

We, the undersigned owners of apartments of, at, do hereby authorize the below persons:-

Sl. No.	Name	S/o/W/o/D/o	Apartment No.	Address
1				
2				

To act on our behalf in all matters related to the formation and registration of the Apartment Owners' Association (AOA) under the West Bengal Apartment Ownership Act, 1972.

The details of the apartment owners are as follows:

Sl. No.	Owner/s Name	Apartment No.	Signature

We have agreed to authorized the aforesaid authorized persons to complete all necessary procedures and submissions required for the registration of our Apartment Owners' Association, including but not limited to filling out and submitting Forms A and 1, paying applicable fees, present us for hearing and providing any additional documentation required by the Competent Authority.

Thank you

Yours sincerely,

Sl. No.	Owner/s Name	Apartment No.	Signature