


Ramky Estates & Farms Ltd



Process- Ithaca Homebuyers (NRIs Continuing in the project)

EFFECTIVE DATE OF IMPLEMENTAION DT. 01.05.2024

Copy No	Copy Holder	Type of Copy	Signature

ITHACA HOMEBUYER (NRIs Continuing in the project)	Doc No	REFL/SKYLARK/SOP/004	Ver No	01	
	Effective date	01.05.2024	Prepared by		
	Reviewed By		Approved By	MD	

ACTIVITY	NAME	DESIGNATION	DATE	SIGNATURE
Prepared by				
Reviewed by				
Approved by				

Process Definition:

This process is to capture the steps involved for the Homebuyers living abroad who wish to continue with their purchase in Project Skylark Ithaca.

Applicability:

For all the NRI homebuyers who have given their consent to continue in Skylark Ithaca Project

Process Owner:

CRM Department

Process Description:


Step 1: REFL/IEPL to circulate format of Consent for continuing in the project to homebuyers

Step 2: Homebuyers to confirm their choice of continuing through mail and attach duly signed copy of the consent to exit. Alternatively the customers may send a signed physical copy.

Step 3: REFL/IEPL to inform the revised consideration including the enhanced price to the Homebuyer

Step 4: Homebuyer to confirm the amount paid and to be paid or inform in case of any discrepancy and duly reconcile the balance

Step 5: REFL/IEPL to share the draft supplementary agreement of sale capturing the booking details and relevant Terms and Conditions.

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Step 6: Homebuyer to confirm the content of Supplementary AOS and give consent for further steps

Step 7: Homebuyer to withdraw all court cases/RERA Cases or any other legal actions initiated by issuing necessary GPA to their family members

Step 8: Supplementary AOS to be signed and notarized by the Homebuyer and sent to REFL/IEPL for execution upon withdrawal of legal case as per step 7 but not later than 30 days failing which penalty/interest shall be applicable as per consent letter

Step 9: Homebuyers shall approach banks/FI for additional home loans or provide confirmation on self-funding for balance consideration