

PMO COOPERATIVE HOUSING SOCIETY LIMITED
C-58/20, Sector-62, NOIDA, Gautam Budh Nagar, Uttar Pradesh

35

Date : March 24, 2009

Dear Member,

The Annual Maintenance Contract (AMC) with M/s OTIS Elevators for our seven lifts is expiring on 30.04.2009. Management Committee has decided to extend the AMC for one more year with the same organization, since they are the manufacturers of our lifts. M/s OTIS Elevator Company (India) Ltd. has sent a proposal for annual maintenance of our seven lifts for Rs 2,48,846/- (inclusive of 10.30% Service Tax). The above amount is distributed amongst our Members on the basis of the lifts in each category and the number of members in that category, as given below. Effective functioning of our lifts is of paramount importance considering the safety of its users.

	<u>Cat "A"</u>	<u>Cat "B"</u>	<u>Cat "C"</u>
Annual Maintenance cost of lifts (01.05.2009 to 30.04.2010)	2,539.00	1,481.00	1,270.00

Members are requested to kindly ensure that crossed cheque towards above payment should reach the Society on/before **20th April, 2009**. Members are requested to kindly cooperate, since delay in above payment will have an adverse impact on the functioning of the vital equipment of the Society, involving human transportation and any mal-functioning will have serious repercussion on human safety; hence, delay will attract a penalty of 18% per annum.

Payment should be made only by way of crossed cheque in favour of **"PMO Cooperative Housing Society Limited"**.

Thanking you,


(V. Shankar)
President

Mr/Ms.....