LOTUS BOULEVARD

GH-03, SECTOR-100, NOIDA (UP)-201301

To,
The Security Officer,
Lotus Boulevard,
GH-3, Sector-100
Noida.
Dear Sir,
I _____Son/Daughter/Wife of Shri/Smt._____
Contact No. _____ reside at Village_____ Mohalla Post _____ Police Station _____ District _____ State _____ Pin _____.

I need access to the premises of Lotus Boulevard, GH-03, Sector-100, and Noida (UP).

I furnish state that:

(a) My tour of visit will be limited from _____ (Hrs.) to _____ (Hrs.) at Tower no. ____ Flat no. _____for the purpose of _____.

(b) I am aware with the society rules mentioned below and its violation will cause disciplinary action which includes but not limited to barring my entry to the premises and /or legal action (as applicable):

(i) I will strictly follow the routine of my work.
(ii) I will not visit any other place or apartment of the society other than Para 3 (a).
(iii) I will not try to take away any material from the campus of the society unless its written approval is obtained by the concerned resident/Facility manager (as applicable).
(iv) My entry & exit record has to be mentioned at the gate and also at the tower on each visit.
(v) Facility pass has to be collected from the gate security while entering the society and pass is to be returned at same gate while making out.
(vi) In no cause the pass is to be carried away outside the society.
(vii) Loss of pass will cause a fine of Rupees 200/- for reissuance.
(viii) It will be my _____that none of my action will cause any inconvenience for anyone in the society.
(ix) Every change in my address or working location will be informed to security by me.
(x) FM will not be responsible for settlement of any dispute arising between me and any resident.

Schedule of work : From _____ (Hrs) To _____ (Hrs).

Signature or Left hand Thumb Impression of _____:

Photograph of ( ) Pasted & Attested by Resident:

Name & Signature of Resident _____

Tower & Apartment No._____

Date:_____

UNDERTAKING

To,

The Facility Manager,

Lotus Boulevard, GH – 03,

Sector – 100, Noida (UP) – 201301

Sir,

I (Name) _____ Resident (Owner / Tenant) of Tower No. _____ Apartment No. _____ hereby request you to please permit my _____ Named _____ Son / Daughter / Wife of Shri / Smt. _____ Residing at Village _____ _____ Mohalla / Post _____ Police Station _____ District _____ State _____ to work in my apartment and issue him / her Facility Pass.

I further state that he / she will follow all terms & conditions mentioned in requisition form. Except this I have personally briefed all the related rules and regulations of Lotus Boulevard and its violation may cause barring his / her entry to the complex.

Handling complaints/ Obligation of any fellow Resident/ FM will be my responsibility and FM can restrict his/her entry from Lotus Boulevard campus.

The following documents required by the Facility Management are attached here with:

(a) Copy of Govt. Photo id (Yes/ No).
(b) Copy of Police Verification (Yes/ No)
(c) Passport Size colour Photographs (03 Nos.) (Yes/ No.)

Note: Please allow his / her entry in my responsibility as it will take _____ days for the submission of _____ and I will arrange its submission on or before _____.

Thanking you,

Name of Resident (Owner / Tenant): _____

Signature: _____

For Office Use

Facility Pass No. ☐

Remarks: