

POSSESSION DELAY NOTICE

Project Name: _____

Subject: Delay in Construction & Possession

Dear _____,

This is to bring to your urgent notice that after reviewing the progress of work/construction at of your Project_____located at_____was inspected & observed by me. I also contacted the project office and I was informed about the current status and expected timelines about the ongoing project. I reached to the conclusion that there is a serious delay in completion of the project and which in-turn will also delay the possession of the property.

As per the agreement we signed with _____ the possession was supposed to be delivered to us by_____. Kindly find enclosed, copy of the possession clause with date and other conditions for your reference.

Consider this letter as the formal legal notice.

We need timely possession of our property otherwise we need a compensation towards the delay which will be _____ per Sq Feet/per day from the original date of possession till the delay continue and final possession date.

We are looking forward to hearing from you.

Without any prejudice to the above we are free to take our legal recourse and available legal remedies available under the law.

Sincerely,