

To,

The Regional Manager,
State Bank of India,
R.B.O, Mangalagiri

Dear Sir,

HOUSING ACCOMMODATION

I am prepared to let out the floor/partition/apartment/house/flat No. 3F1 , Third Floor,GGK Enclave, Srinivasa Nagar Colony, 3rd Lane, SVN Colony, Guntur , Guntur Dist. . on lease basis to your Bank for the occupation by one of your officers on the following terms and conditions

1. I am prepared to lease out the house for a minimum period of 3years with an option to renew the lease for 3more years.
2. The monthly rent payable is Rs.18,000/- (Rupees Eighteen Thousand only) per month.
3. The agreement is subject to termination on giving one month's notice by the Bank.
4. Electricity and Water charges to be borne by the tenant.
5. The carpet area of the house/partition/3 Bed room apartment is 1760 sq. ft.
6. Please arrange to pay two months rent in advance.
7. The rent may please be credited to My **Axis Bank Account No.921010052711922 , maintained at Lakshmipuram Branch with IFSC : UTIB0001158** ~~/through Bankers Cheque~~ be sent to the following address.

Yours faithfully,

Address

3f, GGK Enclave, SVN
Colony, Guntur

(Name of the landlord)

SINGARAJU VENKATA SATYA PADMA MANI BALA

Enclousers:

1. Rough sketch/plan of the house
2. Proof of ownership(Development Agreement)

Shri. Siva Prasad Gajulapalli.
Dy. Manager (MMGS-II)
RBO, Mangalagiri

To
The Regional Manager
State Bank of India
Office: RBO, Mangalagiri

Dear Sir,

RESIDENTIAL ACCOMMODATION FOR
OCCUPATION OF Sri .SIVA PRASAD GAJULAPALLI.

With further reference to my letter dated. I have leased out my house/flat No. 3F1 , Third Floor,GGK Enclave, Srinivasa Nagar Colony, 3rd Lane, SVN Colony, Guntur , Guntur Dist for a period of 3 years from on the following conditions.

1. The rent is **Rs. 18,000/-** per month beginning from **01.06.2022**. Rent to be paid as on the last day of each month. Two month rent will be paid by you to me as deposit to be adjusted towards the rent of last month when the lease is terminated. The lease will be in force for a period of 3years w.e.f **01.06.2022** with an option to terminate the lease by the bank by giving one month's notice.
2. Maintenance of house/flat/portion occupied by the Bank's official will not be undertaken by the Bank nor will it be the bank's responsibility. While cost of the electricity and water consumed by the occupants have to be paid by the occupants the cost of electricity/water meter existing or replacements as well as deposits if any required by the electricity department/Municipality will be paid by me.
3. The bank is at liberty to allot the house to any of its officials for residential purpose. All taxes relating to the building will be paid by me. In case any notice of non-payment is received by the Bank, the amount will be paid by the Bank by full adjustment of the rent without reference to me.
4. When the house is vacated by the Bank, the key will be taken possession of from the last occupant. In case, this is not feasible, the key of the house will be taken delivery of from your office. Delay in take of the house/key either from the last occupant or from the bank will not entitle to claim rent beyond the notice period.
5. In case at the time of vacation of the house, it is locked by the padlocks, they will be returned to you with in one week of taking delivery of the key failing which the amount may be adjusted from the rent payable to me. Full address of the house is as under.

Yours faithfully,

SINGARAJU VENKATA SATYA PADMA MANI BALA

3f, GGK Enclave, SVN Colony, Guntur

LETTER OF UNDERTAKING BY THE LANDLORD/LANDLADY

I, SINGARAJU VENKATA SATYA PADMA MANI BALA W/o Singaraju Venkata Nagabhushana Rao residing at 3f, GJK Enclave, SVN Colony, Guntur , hereby agree to give the above house on lease to STATE BANK OF INDIA, for occupation by its Officers on a rental of Rs.18,000/- per month.

Parking place for car will be provided at a monthly rent of Rs. ---- per month, if tenent requires.

I have persued a copy of your lease deed and I agree to the terms and conditions stipulated therein. I also agree to execute the lease deed in this connection, within one month from this date.

The above house is ready for occupation from the __01.06.2022__.

Place : Guntur

Date :

(Signature of landlord/landlady)

*Smt. SINGARAJU VENKATA SATYA
PADMA MANI BALA*

RECEIPT

*Received with thanks from Shri. SIVA PRASAD
GAJULAPALLI, S/o. APPARAO an amount of Rs.36,000/-
(Rupees Thirty Six thousand only) being the Two months
advance for residential accommodation as below.*

*Address : Flat No. 3F1 , Third Floor,GGK Enclave,
Srinivasa Nagar Colony, 3rd Lane, SVN Colony, Guntur ,
Guntur Dist*

Date:

Place: GUNTUR

SIGNATURE

*Smt. SINGARAJU VENKATA
SATYA PADMA MANI BALA*