

CONSENT LETTER

FROM :

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TO :

CENTRAL BANK OF INDIA,

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Dear Sir,

Reg : Offer to give on lease \_\_\_\_\_ floor of my/our premises for your branch / office.

I / We offer to give you on lease the premises described under point No.14 on the following terms and conditions :-

1. Rent per month :
2. Rent w.e.f. : Date of handing over possession of premises complete in all respects as per Bank's requirement.
3. Lease : Five years certain w.e.f the date of handing over possession of premises with Two option of Five years on same terms and conditions / with \_\_\_\_% increase in rent during option period.

You are however at liberty to vacate the premises at any time during the currency of lease by giving one month's notice in writing.

4. Taxes : To be borne by us.
5. All the required periodical repairs / whitewashing / painting once in 3 years will be got done at my / our cost. In case the same is not done as agreed, you will be at liberty to carry out such repairs / whitewashing / painting and deduct all such expenses from rent payable to me / us.

**BUSINESS SUPPORT DEPARTMENT, CENTRAL OFFICE, MUMBAI**

6. You are at liberty to remove at the time of vacating the premises, all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you.

7. If my / our offer is accepted, I / shall be giving you necessary possession of the premises within \_\_\_\_ months from the date of communicating the sanction/acceptance of my/our offer.

8. I/We agree to provide you suitable and appropriate place at your choice within the offered premises to install

- a) Strong Room as per specifications of the Bank / RBI.
- b) Power generator to be utilized exclusively for your purposes.
- c) ATM with independent / un-interrupted access.

I/We further agree to provide you suitable space on the terrace (Roof top of the building) or at any other suitable place in the building at your choice/convenience to install V-set Antenna /Disc along with their cabling accessories and such other devices, apparatus which are required to be installed /affixed for the purpose of rendering proper Banking services to the public and for providing such spaces no extra rent will be charged or demanded.

9. All the necessary permission from various authorities as required will be taken by me / us.

10. I /We agree to make alterations / renovation of the premises and construct Strong Room / ATM Room at my / our own costs. However, I / We may be granted a loan of ₹ \_\_\_\_\_ for the purpose, as per your norms, which shall be adjusted along with interest directly from the monthly rent in the first five years.

11. I/We undertake to execute the required Agreement to lease / lease deed and the stamp duty / registration charges will be borne by me / us.

13. That for all the practical purposes the terms and conditions mentioned in this letter of consent shall be treated to be a part of the lease deed/Agreement to be formally executed by me/us with the Bank.

14. Description of the premises is furnished hereunder :

- a) Full Address.
- b) Class of construction
- c) Year of construction.
- d) Details of floor-wise carpet area / Built- up area as under :-
- e) Boundaries :-

Yours faithfully,

( OWNERS )

PLACE :

DATE :