

Date_____

M/s. _____

Kind Attn. : Mr. _____

Dear Sir,

Reg: **APPOINTMENT AS "SALES ORGANISER"**

We take pleasure in appointing you as our Sales Organiser on the following terms and conditions; for the period _____ to _____.

1. That you shall not act or hold out as Agent of the Company but shall only procure and solicit business in the name of the Company and the business so solicited or procured by you shall be subject to ratification and approval by the Company.
2. That you shall procure booking of plots of Land / Villas / Apartments / Houses / Shops / Offices and any other property promoted by the Company (hereinafter referred to as "The Properties") at such price and on such terms and conditions as may be stipulated by the Company from time to time in writing.
3. That you shall arrange meetings, conferences, exhibition, audiovisual presentations on individual / group basis at your own cost.
4. That you shall pay and bear expenses on account of travelling, conveyance, communication and light entertainment.
5. That if and when you have to publish any advertisement or issue any pamphlet or literature regarding the sale of "The Properties" of the Company, you shall obtain prior approval of the Company to the text of such advertisement/ pamphlet / literature unless otherwise agreed, you alone shall bear the expenses of such publicity.
6. That it shall be your responsibility to ensure that the provisions of the Foreign Exchange Management Act 1999, insofar as the mode of payment and acquisition of immovable property by Non-Resident Indians and Foreign nationals of Indian Origin are concerned are complied with.
7. That in consideration of the above services rendered by you, the Company will pay you brokerage @2% of Sale Price in **Indian Currency** (subject to TDS, if any) on "The Properties" for which booking is received through you and accepted by the Company.
8. That the brokerage payable to you by the Company shall be calculated and released on monthly basis.
9. That the amount of brokerage due would be paid by the Company subject to the condition that that the Company had received in its hands 25% of the total sale value of the property in respect of which the brokerage is payable and the intending purchaser of the property has executed and submitted to the Company, the Agreement to Sell.
10. That you shall be reimbursed the amount of service tax at the rate(s) in force from time to time on your furnishing the necessary proof for having registered under the Service Tax Act.

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11. That you shall inform to the company your Permanent Account Number (PAN) and TDS A/C No. in writing, within 7 days from the date of entering into this agreement; with copies of such document.
12. That you shall affix your rubber stamp with signature on all the applications that are booked through you. Kindly note that you shall be entitled to brokerage only on those bookings which bear your rubber stamp and signatures; and counter-signed by the officials of the Company.
13. That you shall be entitled for the payment of brokerage only if you are in a position to solicit and Company accepts the booking for sale of minimum of **06 bookings in this period (i.e. Six Month's time)** of "The Properties" otherwise you shall not be entitled for payment of any brokerage, whatsoever.
14. Your security deposit of Rs.**50,000/-** with the Company shall carry an interest @ 6% per annum.
15. That any approval / authorization / clearance to be obtained by you from the Company under the terms and conditions hereof shall be obtained in writing from the Managing Director.
16. That this arrangement is effective from _____ **to** _____ and can be terminated by either party by giving one month's notice in writing to the other.
17. That if any dispute or difference arises between you and the company, the same shall be referred to the Courts of Delhi who alone shall have jurisdiction in the matter.
18. That the Company shall not be responsible for anything done by you beyond the "Terms and Conditions" mentioned herein above.
19. That you shall conduct our business in the manner, which is not prejudicial to the interest of the Company in any way and shall always be above board in your dealing with the Company as also with the customers. In case of any complaint against your conduct the Company shall have the right to terminate this arrangement immediately and refund the security deposit after deducting any loss suffered by the Company on account of your misconduct or misrepresentation.
20. That you shall strictly comply with the aforesaid terms and conditions of this agreement. Any breach or violation thereof shall entitle the Company to cancel the arrangement forthwith but without prejudice to the right of the Company to take any other action it may deem fit and proper in the matter.

Please return the duplicate copy of this letter duly signed as a token of your acceptance.

Thanking you,

Yours truly,

For DLF HOME DEVELOPERS LIMITED

**VALSALA
EXECUTIVE DIRECTOR – MARKETING**

Acceptance:

I/We have read the contents of this letter and accept the terms and conditions of the business stipulated therein.

Signature & Stamp