



Uptown Condominium Owners Welfare Association

Registration No. HR01820151707

Ref No.

Formalities for Interior work in society needs to be completed at least 2 days prior of starting work:-

1. Email confirmation from owner describing: the Following detail through registered email id.
 - Contractor name.
 - Contractor contact number.
 - Duration of work.
2. INR 2000/- Cheque in favour of "**Uptown Condominium Owners Welfare Association**" which is non-refundable (this amount is for work duration for more than 1 week).
3. INR 25/- per worker pass via Cheque or online payment.
4. Annexure 6 duly filled. (Attached)
5. Photo id, address proof and 2 passport size photo of each worker
6. Police verification of workers is required if the work is beyond 10 days.
7. All workers need to present in Estate (RWA) Office at the time of documents submitted for verification.

Contact Accounts Department
Contact Help Desk

: +91-124-4917991
: +91-124-4913142