

Timesheet for the month of May 2022

Date	Particulars	Time (Hours)
Counsel : Sudeep David Cecil		
02-May-22	Review of reply to legal notice on behalf of Mr. Nanda	0.75
13-May-22	Review of legal notice to Innovative India	1.00
14-May-22	Coordination with HARERA for bank account change	1.00
16-May-22	Review of responses to customer queries	1.00
18-May-22	Drafting of reminder letters and cancellation letters for defaulting customers	2.00
23-May-22	Review of bank guarantees	1.00
23-May-22	Submission of documents with HAERA for bank account change and follow up	1.00
25-May-22	Review of TPT agreement for Kotak	1.50
26-May-22	Follow up with HARERA for bank account change and updating client on the status	2.00
27-May-22	Drafting of reply to RERA notice	1.50
27-May-22	Drafting of withdrawl letters for bank account change	2.00
27-May-22	Drafting replies to customer queries	1.00
Counsel : Deeptanshu Jain		
16-May-22	Visited HRERA for miscellaneous work in Krisumi Bank account change application	4.00
17-May-22	Visited HRERA for miscellaneous work in Krisumi Bank account change application	4.00
19-May-22	Visited HRERA for work in Krisumi Bank change Application	4.00
20-May-22	Visited HRERA for work in Krisumi Bank change Application	5.50
Counsel : Akash Aggarwal		
14-May-22	Drafting of response to customer's queries	2.50
14-May-22	Drafting of supplementary agreement for deletion of co-allottee and letter	2.50
16-May-22	Drafting of supplementary agreement for addition of co-allottee and letter	2.00
23-May-22	Review and Revision of performance bank guarantee and bank guarantee for mobilization advance	2.50
Counsel : Amit Srivastava		
12-May-22	Perusal of legal documents - Krisumi Corpn. against Innovative India Illuminations	2.00
13-May-22	Preparation of Krisumi Copn. Legal Notice against Innovative India Illuminations	3.00
Counsel : Disha Talwar		
24-May-22	Drafting of Tripartite agreement between bank , borrower and Developer for taking loan for allotment of appartment	6.00
	TOTAL	53.75