Internal Memo No. 914/106 – CR and Sales. Date 21.01.12

Sub:- Procedure for referrals.

1. A link for referral has been given at the bottom of each page of our website.
2. Customer may be informed by CR and Sales to use a referral form to claim incentives.
3. On receipt of a referral (oral or by email or by hard copy), it has to be entered into the website on same day, so that the record of the date of receipt is authenticated.
4. Alternately customers may be sent a link of the referral page. The link is [www.modiproperties.co.in/referral](http://www.modiproperties.co.in/referral).
5. Copy of the referral submitted by the customer should be mailed to CR and also to the concerned sales manager for follow up.

Soham Modi.