

Buyer Communication Templates

Construction & Infrastructure

Document type: Letter / notice · Generated 27 Aug 2026

This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Keep home buyers informed and confident — a message library per occasion (booking, payment due, construction update, milestone, possession, delay notice) and channel, with a note on honest, RERA-aligned communication. Fill in your details below.

Purpose of this tool & output

Keep home buyers informed and confident

How the output is used

Use the templates to keep home buyers informed and confident across milestones, delays and payment reminders.

Who receives it

The project home buyers/allottees.

How to submit / file it

Send by email/SMS/letter at each milestone; keep records, especially for delay or payment communications.

Who should vet it

A RERA-aware legal or compliance reviewer, so nothing communicated contradicts the registered commitments.

Important cautions

AI-generated templates; keep commitments consistent with RERA disclosures.

Companion documents

- [RERA Project Registration Guide](#)
- [RERA Ongoing Compliance Guide](#)
- [Agreement for Sale \(RERA\)](#)
- [Allotment Letter Generator](#)
- [RERA Quarterly Update Helper](#)
- [Possession Notice Generator](#)

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.

