

**MAHALAXMI CO-OPERATIVE GROUP HOUSING SOCIETY LTD.**

Regd. Off.: Plot No-4, Sector-2, Dwarka, Phase-1, New Delhi-110075

"MAHALAXMI APARTMENTS"

E-mail: [mahalaxmicghs@gmail.com](mailto:mahalaxmicghs@gmail.com)

Dated: 06/12/2024

**Subject: Member Login Setup - Request for Updated Contact Details**

Dear Members,

We are pleased to announce that our society is moving towards a **digitized and paperless system** for enhanced communication and convenience. As part of this initiative, we are implementing an online **Member Login System** where each member can:

- View and manage their personal details.
- Check and download bills, notices, and important documents digitally.
- Receive **paperless bills and notices** directly in your member login & registered email or phone.

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**Action Required from Members**

To facilitate this transition, we need to associate each flat/membership with one registered email address and one registered phone number. To ensure accurate setup for the Member Login System, please provide the following details:

- **Membership Number**
- **Flat Number**
- **Registered Email Address**
- **Registered Phone Number**

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**Steps to Submit Your Details:**

- **Option 1:** Email the above details to: [mahalaxmicghs@gmail.com](mailto:mahalaxmicghs@gmail.com).
- **Option 2:** Visit the society office and verify your details in person.

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**Deadline for Submission:**

- Please ensure that your details are submitted no later than 15<sup>th</sup> December 2024 to avoid any delays in activating your account.

We are making all efforts to complete this transition and aim to implement the system starting from 1<sup>st</sup> January 2025. Your cooperation and support in achieving this goal is highly appreciated.

Secretary

Mahalaxmi CGHS Management

