

**FORM `A`
(Form of Application)
(Rule 4)**

From

To

The Chief Administrator/Competent Authority,
Chandigarh.

Sir,

I/We apply for permission to erect/re-erect/add/alter a building/wall in accordance with the plans submitted herewith on the Plot No. _____, in the lay out of Sector No. _____.

2. I/We attach,

- (a) A site plan showing the position of the plot proposed to be built upon as required by the rules;
- (b) Plans, elevations and sections in triplicate as required by the rules;
- (c) Drainage plans, engineering drawings (structural as required by the rules;
- (d) Specifications of proposed buildings;
- (e) Proof of ownership and affidavit;
- (f) Copy of Power of Attorney if the plans are submitted by the Attorney;
- (g) Affidavit and Indemnity Bond;
- (h) Copy of the receipt for the Building Plan Security.

3. The construction of the building shall be supervised by _____ Architect/Licensed Supervisor as the case may be.

Dated:

Signature(s)

Enclosures:

Received the Building plans and documents as above on _____. The plans may be collected from this office after 6 weeks from this date.

Receipt Clerk,
For Commissioner,
Municipal Corporation,
Chandigarh.

FORM 'B'
(Rule 4)

From

The Chief Administrator/Competent Authority.
Chandigarh.

To

Memorandum No. Dated, the

Reference your application for permission to erect/re-erect/add to/ alter building on Plot No. _____, in accordance with the plans submitted with it, your application is hereby—

- (i) Sanctioned for the aforesaid construction under Rule 4 of “The Chandigarh Administration (erection and re-erection of Buildings) Rules, 2006”.
- (ii) Rejected for reasons given below.

Chief Administrator/Competent Authority
Chandigarh.

**FORM `C`
(Rule 4)
Specifications**

The material to be used in the construction to be clearly specified under the following heads: -

Items	Specifications
(a) Foundations.	
(b) Walls	
(c) Damp-Proof Course.	
(d) Floors.	
(e) Roofs	
(f) Windows and Doors and other Woodwork	
(g) Steel work	
(h) Internal Finish	
(i) External Finish	

Signature of applicant

Signature of Architects

FORM 'D'
(Rule 4)

From

To

The Chief Administrator/Competent Authority,
Chandigarh.

Sir,

I/We hereby give you notice that the building described below and a part of the building sanctioned with your order No. _____ dated _____ has been completed on _____ in all respects according to the sanctioned plans and the suggested modifications have been carried out.

2. Completion certificate from the Architect who supervised the sanitary installation works of the building is submitted herewith.
3. Certificate from the Licensed Plumber who supervised the sanitary installation works of the building is also submitted herewith.
4. Kindly grant permission for sewerage connection and permit me to occupy the building/part of building as required under rule 4 of "The Chandigarh Administration (erection and re-erection of Buildings) Rules, 2006".

Description of Building

Sector	Sub-sector
Plot No.	House No.(if any)

Signature of Applicant.

FORM 'E'
(Rule 4)

Completion certificate by an Architect

I do hereby certify that the following work (insert full particulars of work) has been supervised by me and has been completed to the satisfaction in accordance with the sanctioned plan, that the workmanship and the whole of the materials used are good, that of provisions of "The Chandigarh Administration (erection and re-erection of Buildings) Rules, 2006", and no requisition made conditions prescribed or order issued thereunder has been transgressed in the course of the work. A certificate of the Licenced Plumber duly verified is attached.

Sector Sub-sector
Plot No. House No.(if any)

Particulars of work.....

Dated:-

Signature.
(Architect)

Signature
(Structural Engineer0)

FORM 'F'
(Rule 4)

Permission for occupation of use of the building
under Rule 4 of the Rules.

From

The Chief Administrator/Competent Authority.
Chandigarh.

To

Memorandum No. Dated, the

Whereas _____ has given notice of completion of the building described below, I hereby:-

- (i) grant permission for sewerage connection.
- (j) grant permission for the occupation and/or use of the said building.

OR

refuse permission for the sewer connection/occupation of the said building for reasons given below:-

- 1.
- 2.
- 3.

Description of Building

Sector Sub-sector
Plot No. House No.(if any)

Signature of Applicant.

Dated:

Chief Administrator,
Chandigarh.

Form 'J'
(Rule 4)

Certificate : To be submitted alongwith the building plans /drawings :-

1. Certificate that the building plans submitted for approval satisfy the safety requirements as stipulated under these rules and the information given therein factually correct to the best of our knowledge and understanding.
2. It is also certified that the structural design including safety from natural hazards based on soil conditions have been duly incorporated in the design of the building and these provision shall be adhered to during construction.

Signature of
Owner with dated

Signature of
Architect with date

Signature of Structural
Engineer with date (As
defined in NBC of India)

Name in Block
Letters/Address

Name in Block
letters/Address

Name in Block letters/
Address