



## ULHASNAGAR MUNICIPAL CORPORATION CITIZEN FACILITATION CENTRE

**SUBJECT:** **ISSUE OF CONSTRUCTION COMPLETION CERTIFICATE  
/ USE PERMISSION**

Token Number (For Office Use)

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Date:-

/ /

Citizen Identification Number

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(If Citizen Identification Number is given, do not fill below Details)

**Applicant's Details:**

Last Name/ Surname	Name	Father/Husband's Name

**Details of Society (If Application from Society):**

Name Of Society:	
Designation	

**Address:**

Head	Information
House/Building/Soc. Name:	
Flat/Block/Barrack No.:	Wing/Floor:
Road/Street/Lane:	
Area/Locality/Town/City:	Taluka:
Pin code:	
Ward Committee No.:	1 [ ] 2 [ ] 3 [ ] 4 [ ]
Electrol Panel No.:	
Telephone No. (if any):	Contact Person:
Email Address (if any):	

**Information of Property:**

Head	Information
Layout approval Number (if any)	Date:
Construction Permission Number	Date:
Name of original owner	
Name of the Power of attorney holder (if any)	
Town/City:	Taluka:
Survey/Block/Barrack No.:	
C.T.S. No.:	
Part No./Sheet No.:	
Plot No./Unit No.:	
Area of Land (sq.mtr.)	

Road/Street/Lane:											
Ward Committee No.:		1 [ ] 2 [ ] 3 [ ] 4 [ ]									
Property Number (Computerized)											
<b>Necessary Particulars about above service:</b>											
Head		Particulars									
1	Name of the Company of Architech/Engineer										
2	Name of licensed Architech/Engineer										
3	Address of licensed Architech/Engineer										
		Pin									
4	License Number of Architect							Date:			
5	Type of Construction permission (Tick [ ✓ ] whichever applicable)	<input type="checkbox"/> Residential <input type="checkbox"/> Non Residential/ Commercial <input type="checkbox"/> Mix									
6	Number of Flats / Blocks in building										
<b>Necessary Enclosures related to above application are enclosed as under.</b>											
<b>(If enclosed tick [ ✓ ] or not enclosed tick [ X ] )</b>											
Enclosures		Yes/No									
1	Application in specified format for part construction completion certificate (Appendix 'J' of D.C Rule)	[ ]									
2	Assurance letter for part construction completion certificate on Rs.50/- stamp paper (Appendix 'L' of D.C Rule)	[ ]									
3	Structural Stability Certificate (Including Earthquake resistance) issued by structural Engineer.	[ ]									
4	Attested copy of Non Agricultural Permission	[ ]									
5	Three copies of Schedule II	[ ]									
6	NOC from Fire Brigade if building is having more than ground + four floors.	[ ]									
7	NOC from Department of Chief Engineer (Electrical) of State Government for lift, if building is having more than ground + four floors.	[ ]									
8	Possession receipt regarding transfer of area / land; covered under various reservations of Development Plan and DP Roads, to Corporation.	[ ]									
9	Eight copies of the map of total completed work / construction (one on cloth)	[ ]									
10	No dues certificate of Property Tax	[ ]									
11	No dues certificate of Water Tax	[ ]									

12	Three copies of the maps & cross-section showing gutters, nalla ; constructed as proposed & approved by Stromwater Drainage Department at the time of giving Building Permission.	[ ]
13	Three copies of maps (with measurements) showing septic tanks/Soak pit/ Drainage Lines constructed as proposed & approved by Underground Drainage Department at the time of giving Building Permission.	[ ]
14	True copy of Building Permission for Underground Drainage Department	[ ]
15	True copy of the NOC issued by the Underground Drainage Department at the time of giving Building Permission.	[ ]

### Declaration

I/We.....state on solemn affirmation that the above information is true and correct with the best of my knowledge. If the information given is found wrong then I/We shall be held legally liable for its consequences.

**Date:-**

**Applicant's Signature**

( )

**The document may please be delivered to:-**

1 Self/Nominated Person [ ]      a) C.F.C. [ ]      b) Camp No. [ ]

Name of Nominated Person ( )

2 By Post

a) U.P.C. [ ]

b) Register A.D. [ ]

3 Courier [ ]

**(Not to be filled if address is same as above)**

**Correspondence Address:-**

Last Name/ Surname	Name	Father/Husband Name
House/Building/Soc. Name:		
Flat/Block/Barrack No.:	Wing/Floor:	
Road/Street/Lane:		
Area/Locality/Town/City:	Taluka:	
Pin code:		
Email Address (if any):		