

Name of Village Panchayat \_\_\_\_\_

Block \_\_\_\_\_

**APPLICATION FOR PERMISSION FOR REPAIRS TO BUILDING**

CASE NO. \_\_\_\_\_ /M/Y

**Village Panchayat**

1. Name of the Applicant :
2. Name of the Ward /Locality :
3. Name of the Owner / Co-owner :
4. Description of existing house :  
(Whether storied) with Rough Sketch
5. Whether there is Electric Supply. :  
Meter, if so, since when
6. Whether there is Water Supply : :  
Meter, if so, since when
7. Specification of the material of :  
existing house (Whether it is of  
mud, laterite stones, plastered).
8. Plinth area of the existing :  
Building / House
9. Dimensions of the existing Building/ :  
House (with)Sketch
10. How old is the existing Building / :  
House
11. Cadastral Survey Number :
12. Title document (s) :
13. Photographs of existing :  
House / Building
14. Full particulars with dimensions :  
of repairs to be undertaken  
(Whether for part of the building  
or entire Building)
15. Specification of material to be :  
used in the repairs
16. Necessity to undertake repairs :
17. Estimated cost of repairs :
18. Approximate Time required for :  
the repairs

- 2 (a) House No. :
- (b) House Tax assessed :
- (c) House Tax Paid :
- (d) No. & date of receipt :

Name

Signature of the applicant

Place :

Date :

(To be submitted in triplicate along with the 3 copies photos of the existing structure.)

Documents Required for House Repair

1	Application in prescribed format
2	House Tax Receipt
3	Ownership documents (true copy)
4	Form I & XIV
5	Survey Plan
6	Photographs of house to be repaired
7	Estimate
8	Sketch of house to be repaired
9	Affidavit sworn by applicant on 50 rupees stamp paper, notarised (Stating that there is no litigation/complaint towards the house to be repaired and if any complaint/litigation arise then the applicant will be responsible for house repair and the Panchayat will not be held responsible for the same)
10	Death certificate of deceased in case of death of owner
11	other documents like bills of electricity and water, Ration Card and Voters ID Card
12	files in triplicate with all relevant documents mentioned above
13	All Xerox copies should to be self attested by the applicant