Form of Application to Village Panchayat for Construction Licence

Date:_______

From:- ________________________________________
(Name and address of Owner)

To,
The Sarpanch,
Village Panchayat of ____________________
_________________, Goa.

Sir/Madam,

I/We hereby give notice that I/We intend to erect/re-erect/add to/alter/execute the following works in the site or plot of land bearing Survey No._____/Sub-divided Plot No._______ of ________ Village______ on__________ road, in______ ward.

Description of construction:- __________________________________________

I/We forward herewith the following:- *strike out which is not applicable.

1. Drawings duly approved/technically cleared by PDA/TCPD:

(a) Site Plan 3 copies ( )
(b) Detailed plans, Elevations & Sections 3 Sets ( )
(c) Location Plan 3 copies ( )
(d) *Parking Layout Plan 3 copies ( )
(e) *Contour Plans in case of sloping sites. 1 copies ( )

2. Documents duly authenticated/signed as prescribed:

a) Questionnaire duly authenticated by PDA/TCPD 2 copies ( )
   b) *Survey plan 1 copy ( )
   c) Copy of Index of Land (Form-III/1 & XIV/Form-B/D) 1 copy ( )
   d) Document showing ownership of land 1 copy ( )
   e) Certificate from the Architect/Engineer/ who has planned the project & has signed the drawings 1 copy ( )
   f) Structural Liability Certificate from the Engineer Responsible for the Structural Design of the Project 1 copy ( )
   g) Affidavit from the Owner in prescribed format 1 copy ( )
   h) *Power of Attorney (if applicable) 1 copy ( )
   i) Conversion Sanad 1 copy ( )
   j) Valuation certificate from Concerned Architect/Engineer (Govt. Approved) 1 copy ( )
   k) Plan showing typical design of Septic tank with soak pit duly approved by concerned Health Officer 3 copies ( )
   l) *NOC from other agencies, (i.e. Electricity dept./P.W.D./CRZ/Goa State Pollution Control Board/Chief Fire Officer/Chief controller of explosives/Chief Inspector of Factories) if applicable:- 1 copy ( )

I/We hereby declare that I/We am/are the owner/owners/authorized agent of the property to be built upon.

Yours faithfully,

__________________________________
Signature of the Architect/Engineer/Town planner/Landscape Architect/ Urban Designer

______________________
Name & Signature of Owner
(Seal with Name, Address, Reg.No.)