

Detailed Procedure to obtain Construction Licence/ Occupancy Certificate/ Trade License/Renewal

1. An Application in the prescribed format along with a checklist of required documents.
2. Scrutiny of application and documents by the V.P. Secretary.
3. Deliberation and approval of application for grant by the Village Panchayat body.
4. In case the application is incomplete, Village Panchayat may require the applicant to comply with the requirement.
5. Issue of License/ Permission upon payment of prescribed fees within 30 days.

