

Form LC-I
[see rule 3 (1)]

Registered
To

The Director
Urban Local Bodies,
Panchkula, Haryana.

Sir, I/ We beg to apply for grant of licence to set up a residential/ industrial /Commercial colony at -----at tehsil-----and district-----.

The requisite particulars are as under:-

1. Name-----
2. Father's name-----
3. Occupation-----
4. Permanent residential address-----
5. Address for the purpose of correspondence-----
6. Whether applicant is income tax payer,-----if so, the amount of income tax paid during ----- each of the last three years.
7. Details of movable/immovable property-----held by the applicant.
8. Whether the applicant had ever been granted permission to set up a colony under any other law, if so , details thereof--
9. Whether the applicant has ever established a colony or is establishing a colony, and if so, details thereof.
10. Any other information the applicant likes to furnish

2. I/We enclose the following documents in triplicate—

- (i) Copy or copies of all title deeds and other documents showing the interest of the applicant in the land under the colony, along with a list of such deeds and documents;
- (ii) a copy of the Shajra Plan showing the location of the colony along with the names of revenue estate, Khasra number and area of each field;
- (iii) A guide map on a scale of not less than 10 centimetre to 1 Kilometre showing the location of the colony in relation to surrounding geographical features to enable the identification of the land
- (iv) A survey map of the land under the proposed colony on a scale of 1 centimetre to 10 metres showing the spot level at a distance of 30 metres and where necessary, contour plans. The survey will also show the boundaries, and dimensions of the said land, the location of streets, buildings, and premises within a distance of at least 30 metres of the said land and existing means of access to it from existing roads;
- (v) Layout plan of the colony on a scale of 1 centimetre to 10 metres showing the existing and proposed means of access to the colony the width of streets, sizes and types of plots, sites reserved for open spaces, community buildings and schools with area under each and proposed building lines on the front and sides of plots;
- (vi) An explanatory note explaining the salient feature of the proposed colony, in particular the sources of water supply arrangement for disposal and treatment of storm and sullage water; and site for disposal & treatment of storm and sullage water.
- (vii) Plans showing the cross-sections of the proposed roads indicating in particular the width of the proposed carriage ways cycle tracks and footpaths, green verges, position of electric plots and of any other works connected with such roads;
- (viii) Plans as referred to in clause (vii) indicating, in addition the position of sewers, storm water

- channels, water supply and any other public health services
- (ix) Detailed specifications and designs of road works shown under sub-clause (vii) and estimated costs thereof
 - (x) Detailed specifications and designs of sewerage, storm, water and water supply schemes with estimated cost of each;
 - (xi) Detailed specification and design for disposal and treatment of storm and sullage water and estimated costs of works;
 - (xii) Detailed specification and designs for electric supply including street lighting
3. The names and qualification of the Engineers responsible for the execution of the development works of the colony are given below and the engineer has also signed below in token of his engagement—
4. I/We enclose the further following documents:-
- (i) Demand draft No.-----Dated For Rs.-----
 - (ii) Income tax clearance certificate issued by the Income Tax officer.....
5. It is further requested that I/we may be exempted from providing the following amenity/amenities in the proposed colony and an explanatory note in triplicate along with plans marked A,B,C (so on) as to why the said amenity/amenities are not required to do provided in the colony is enclosed:-

Name of Engineer	Qualification of Engineer	Signature of Engineer
1	2	3
1.		
2.		
3.		

Amenities

6. I/We solemnly affirm that the particulars given in para 1 above are correct to the best of my/our knowledge and belief.

Dated :

Place :

Attested :

Your faithfully
(Name and address)

Oath Commissioner/Magistrate, Ist Class
