

FORM OF REPORT/APPLICATION FOR PERMISSION TO THE PRESCRIBED
AUTHORITY FOR BUILDING OF OR ADDITION TO A HOUSE

To

The Additional Secretary (SA) to the
Government of Himachal Pradesh

Subject: Permission of the construction/repair of house.
Sir,

This is to report you that I propose to build a house/to make an
addition to my house.

This is to request that permission may be granted to me for the
building of a house/addition to the house.

The estimated cost of the land and material for the construction is
given below:-

1. Land:-

- (i) Name of owner of the land: _____
(ii) Khasara No(s). _____
(iii) Total Area _____
(iv) Location of land viz Mohal/Village/
Municipal No./Street/Village/
Tehsil/Distt./ and State in which _____
land is situated. _____

2. Building material etc. (Estimated)

	<u>Rate</u>	<u>Quantity</u>	<u>Cost</u>
(i) Bricks	_____	_____	_____
(ii) Cement	_____	_____	_____
(iii) Iron Steel	_____	_____	_____
(iv) Timber	_____	_____	_____
(v) Sanitary fittings	_____	_____	_____
(vi) Electricity fittings	_____	_____	_____
(vii) Any other special fittings	_____	_____	_____
(viii) Labour charges	_____	_____	_____
(ix) Other charges, if any.	_____	_____	_____
(x) Total cost of building	_____	_____	_____

2. The construction will be supervised by myself./The construction will be
done by

3. The cost of the proposed construction will be met as under:-

- (i) Own savings _____
(ii) Loans/Advances _____
(iii) Other source(s) with detail _____

Necessary intimation regarding purchase of land or plot has already
been submitted by me on the prescribed performa on

Yours faithfully,

Dated:

Name & designation
Branch/Employee code
H.P. Secretariat, Shimla-2.