

## 14 NOS. NOTIFIED SERVICES BY HUDA

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<b>S. No.</b>	<b>Service</b>	<b>Fee applicable</b>	<b>Application Format</b>	<b>Required document</b>
1.	Enquiries regarding installments/dues	-----	Simple Application	-----
2.	Mortgage Permission	-----	As per <b>Annexure A-1</b>	1. Affidavit <b>Annex. A-2</b> 2. Identity Proof of allottee
3.	No dues certificate	-----	Simple Application	-----
4.	Conveyance deed	7% for male 5% for female 6% for joint (male & female) (of total cost of allotment)	As per <b>Annexure B-1</b>	1. Deed of conveyance in triplicate with attested photograph of allottee ( <b>Annex. B-2</b> ). 2. Copy of allotment/re allotment letter.
5.	Transfer permission a) General Transfer  b) Transfer (Death case)	Rs. 5000 + Service tax  Rs. 1000 + Service tax	Application at <b>Annex. C-I</b>  Application at <b>Annex. C-4</b>	1. Affidavit by seller ( <b>Annex- C-2</b> ) 2. Affidavit by purchaser ( <b>AnnexC-3</b> ) 3. Copy of allotment letter/re allotment letter 4. Photographs of purchaser along with identity proof.  1. Certificate by legal heirs ( <b>Annex.C-5</b> ) 2. Indemnity bond ( <b>Annex.C-6</b> ) 3. Affidavit as applicable ( <b>Annex.C-7, C-8, C-9</b> ) 4. Original allotment/ re allotment letter 5. Photos and ID Proofs of legal heirs.

6.	Re-allotment	-----	<b>Annexure D-1</b>	As mentioned in application ( <b>Annex D-I</b> ) and as per ( <b>Annex. D-2, D-3 &amp; D-4</b> ).
7.	DPC Certificate	-----	Simple Application	1. Architect Certificate 2. Copy of allotment/re-allotment 3. Copy of building plan sanctioning /letter
8.	Possession Certificate	_____	Simple Application	1. Duly filled Possession Certificate form in triplicate ( <b>Annex. E</b> ) 2. Copy of allotment / re-allotment.
9.	Demarcation	-----	Simple Application	Photocopy of sanctioning letter of approval of building plan.
10.	Sanction of building plan/revised building plan	<ol style="list-style-type: none"> <li>1. Scrutiny fee @ Rs. 10/- per sq. mts. of covered area + Service tax.</li> <li>2. Labour Cess @ 1% of total construction cost. construction cost is calculated @ Rs. 1000/- per sq. ft. of total covered area (applicable only when construction cost exceeds Rs.10 lacs).</li> <li>3. Malba fee as/notification (<b>Annex.-F-6</b>).</li> </ol>	<b>Annexure F-I</b>	<ol style="list-style-type: none"> <li>1. Specifications Form C, duly signed by Architect and owner/applicant (<b>Annex. F-2</b>).</li> <li>2. Form BR-V duly signed by Owner, Architect and Structural Engineer (<b>Annex F-3</b>).</li> <li>3. Copy of Malba fee receipt (Malba fee application is at(<b>Annex F-4</b>)). Copy of allotment/re allotment letter and possession certificates are to be attached with Malba fee application).</li> <li>4. Labour cess certificate duly signed by Architect (<b>Annex F-5</b>) along with labour cess amount receipt.</li> </ol>

				<ol style="list-style-type: none"> <li>5. Copy of allotment /re allotment letter.</li> <li>6. Copy of Possession Certificate.</li> <li>7. Copy of scrutiny fee receipt.</li> </ol>
11.	Issue of completion/ occupation certificate of building.	-----	<b>Annexure G-I</b>	<ol style="list-style-type: none"> <li>1. Completion Certificate by Architect (<b>Annex G-2</b>).</li> <li>2. Detail of compounding violations along with D/D of compounding amount in favour of E.O. HUDA (<b>Annex G-3</b>).</li> <li>3. Certificate by Architect and owner (<b>Annex. G-4</b>).</li> <li>4. Detail of photographs and CD (<b>Annex. G-5</b>).</li> <li>5. Certificate by registered plumber.</li> <li>6. Photocopy of malba fee receipt.</li> <li>7. Structural safety certificate by empanelled structural Engineer.</li>   <li>8. Copy of sanctioned drawings marked with compoundable Violations along with area detail.</li> </ol>
12.	Refund of access payment	-----	Simple Application	-----
13.	Attested/duplicate copy of documents	Rs 50/-	Simple Application	Copy of D.D.R./F.I.R. along with affidavit.

14.	Water connection  Sewerage	As mentioned in <b>Annex. H-3</b>  As mentioned in <b>Annex. H-3</b>	As per <b>Annexure H-1</b>  As per <b>Annexure H-2</b>	As per <b>Annexure H-4</b>  As per <b>Annexure H-4</b>
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**ANNEXURE A-I**

To

The Estate Officer,  
HUDA \_\_\_\_\_.

\_\_\_\_\_

**Sub: - Application for Permission to Mortgage in respect of \_\_\_\_\_**

\_\_\_\_\_.

Sir,

I am sole and absolute owner of \_\_\_\_\_

\_\_\_\_\_

I am submitting an Affidavit in respect of above said property for Permission to Mortgage in favour of \_\_\_\_\_, duly attested by the Public Notary.

You are therefore requested to kindly issue me '**letter of permission to Mortgage**' for the above said property in favour of above said bank and oblige.

Thanking You,

**APPLICANT**

Dated: - \_\_\_\_/\_\_\_\_/20

## ANNEXURE A-2

AFFIDAVIT

I, \_\_\_\_\_

do hereby solemnly affirm and declare as under:-

1. That I am sole and absolute owner of \_\_\_\_\_  
\_\_\_\_\_
2. That the said property is free from all sorts of encumbrances till date.
3. That there is not dispute and court case registered against this property in any court of law.
4. That I have applied for Permission to Mortgage in favour of \_\_\_\_\_  
\_\_\_\_\_
5. That I have not obtained any kind of loan from any financial institution or bank so far, in respect of the said property.

Place:

Dated:- \_\_\_\_ / \_\_\_\_ /20

**DEPONENT**

VERIFICATION :

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein. No part of it is false and incorrect.

**DEPONENT**

## ANNEXURE B-1

To

The Estate Officer,  
 HUDA,  
 \_\_\_\_\_

**Sub: - Submission of Conveyance Deed of residential Plot No. \_\_\_\_\_ Sector \_\_\_\_\_, Urban Estate, \_\_\_\_\_, area in Sq. Mtrs \_\_\_\_\_ with stamp Duty worth Rs. \_\_\_\_\_/-.**

Sir,

I am submitting a Conveyance Deed of residential Plot No. \_\_\_\_\_ Sector \_\_\_\_\_ Urban Estate \_\_\_\_\_ of area in Sq. Mts. \_\_\_\_\_ with stamp duty worth Rs. \_\_\_\_\_/- with your office for necessary action.

Therefore you are requested to please return the said conveyance deed after approving the same as early as possible and oblige.

Thanking you,

**APPLICANT**

Dated:-



## ANNEXURE B-2

**DEED OF CONVEYANCE**

STAMP DUTY WORTH Rs. \_\_\_\_\_ /- ( \_\_\_\_\_  
 \_\_\_\_\_ ) VIDE RECEIPT No. \_\_\_\_\_, DATED \_\_/\_\_/\_\_\_\_\_,  
 ISSUED BY \_\_\_\_\_

THIS DEED OF CONVEYANCE is made at \_\_\_\_\_ on  
 the \_\_\_\_\_, day of \_\_\_\_\_ 20\_\_\_\_

**BETWEEN**

THE HARYANA URBAN DEVELOPMENT AUTHORITY ACTING THROUGH  
 THE ESTATE OFFICER (hereinafter called "THE VENDOR") of the one part..

**AND**

\_\_\_\_\_ (hereinafter called  
 THE TRANSFEREES") of the other part.

WHEREAS the land hereinafter described and intended to be hereby conveyed was  
 owned by the vendor in full proprietary rights.

AND WHEREAS the Vendors have sanctioned the sale of the said land to the transferee in  
 pursuance of his application Dated \_\_\_\_\_ made under sub-regulation (I) of the  
 regulation (5) of the HARYANA URBAN DEVELOPMENT AUTHORITY (Disposal of  
 land and building) Regulations 1978 (hereinafter referred to as the said Regulation) to be  
 used as a site for residential purpose in the Urban Area of

AND WHEREAS the Vendor has fixed the tentative price of the said land sold by  
 Allotment at Rs. \_\_\_\_\_ /-(Rupees \_\_\_\_\_  
 \_\_\_\_\_ only).

Contd.—P/10

AND WHEREAS the Vendor reserves the right to enhance the tentative price in the case of land sold by allotment by the amount of additional price determined in accordance with the said regulations.

WHEREAS the transferee, sold land by allotment, as paid the tentative price and agrees to pay the additional price in the manner hereinafter appearing

NOW THEREFORE, this deed witnesseth that for the purpose of carrying into effect the said sale and in consideration of the covenants of the transferee, hereinafter contained and the said sum of Rs. \_\_\_\_\_ / (Rupees \_\_\_\_\_ only ) paid by the transferee and the undertaking of the transferee to pay the additional price, if any, determined to be paid by the transferee, within a period of thirty days of the date of demand made in this behalf by the Estate Officer without interest or in such

number of installments with interest as may be determined by the Chief Administrator, the vendor hereby grants and conveys unto the transferee all the price and parcel of residential Plot No. \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate \_\_\_\_\_ area in Sq. Mtrs. \_\_\_\_\_, duly allotted vide Memo No. \_\_\_\_\_, dated \_\_\_ / \_\_\_ / \_\_\_\_\_, and more particularly described in the plan filed in the office of the Estate Officer, signed by the Estate Officer Dr. No. \_\_\_\_\_, dated \_\_\_ / \_\_\_ / \_\_\_\_\_, (hereinafter called the said land).

To have and to hold the same unto and to the use of the transferee subject to the exception, reservations, conditions and covenants hereinafter contained each of them that is to say.

1. The transferee shall have the right of possession and enjoyment so long as he pays the additional price, if any, determined by the Vendor within a period fixed as aforesaid and otherwise confirms to the terms and conditions of sale.
2. The vendor shall have a first and paramount charge over the said site for the unpaid portion of the sale price including additional price and the transferee shall have no right to transfer by way of sale, gift, mortgage or otherwise the land or any right, title or

Contd—P/11

interest therein (except by way of lease on a monthly basis) without the previous permission in writing of the Estate Officer, while granting such permission may impose such conditions as may be decided by Chief Administrator, from time to time.

3. The Vendor reserves to himself all mines and minerals whatsoever in or under the site with all such rights and powers as may be necessary or expedient for the purpose of searching for, working obtaining, removing and enjoying the same at the such times and in such manner as the vendor shall think fit, with power to carry out any surface of all any underground working and to let down the surface of or if any part all or of the said site and to sink pits, erect building, construct lines and generally appropriate and use the surface of the said site for the purpose of doing all such things as may be convenient or necessary for the full enjoyment of the exception and reservation hereinafter contained. Provided that the transferee shall be entitled to receive from the vendor such payment for the occupation by him of the surface and for the damage done to the surface or building on the said land by such works and workings or letting down as may be agreed upon between the vendor and the transferee or failing such agreement as shall be ascertained by reference to arbitration.

4. The transferee shall pay all general and local taxes rates or cesses for the time being imposed or assessed on the said land by competent authority.

5. The transferee shall have to complete the construction within two years from the date of offer of possession on the said land in accordance with the relevant rules/regulation. Provided that the time limit for construction may be extended by the Estate Officer in case the failure to complete the building by the stipulated date was due to reasons beyond the control of the transferee.

6. The transferee shall not erect any building for make any addition alteration without prior permission of the Estate Officer, no fragmentation of any land or building shall be permitted.

7. The vendor may by his officers and servants at all reasonable times and in a reasonable manner after twenty four hours notice in writing enter in and upon any part of the land or building erected therein for the purpose of ascertaining that the transferee has duly performed and observed the covenants and condition to be performed and observed by

Contd.—P/12

him under these presents.

8. The vendor shall have full rights, power and authority at all times to do through officers or servants all act and things which may be necessary or expedient for purpose of enforcing compliance with all or any of the terms, condition and reservations herein contained and to recover from the transferee as first charges upon the said site, the cost of doing all or any such acts and things and all costs incurred in connection there with on in way relating thereto.

9. The transferee shall not use the said land for any purpose other than that for which it has been sold nor shall he used the building constructed on it for a purpose other than that which it has been constructed except in accordance with the rules/regulations made under the Haryana Urban Development Authority Act,1977 (hereinafter referred to as the Act)

10. The transferees shall accept and obey all the rules, regulations and orders made or issued under the Act.

11. In the event of non-payment of the additional price within the fixed period by the transferee or in the event of breach of any other condition of sale, the Estate Officer may impose a penalty or resume the land or both in accordance with the provision of the Act and the rules/regulation made there under. In the event of resumption, it shall be lawful for the Estate Officer, notwithstanding the waiver of any previous cause of right for re-entry thereon or any part thereof, to possess retain and enjoy the same as to his former estate and the transferee shall not be entitled to refund of the sale price or any part thereof or to any compensation whatsoever on account of such re-entry except in accordance with the provisions of the said Act.

12. All the disputes and differences arising out or in any way touching or concerning this deed whatsoever, shall be referred to the sole arbitration of the Chief Administrator or any other officer appointed by him it will not be an objection to such appointments that the arbitrator so appointed is a Government servant or an officer of the Authority that had to deal with the matter to which this deed relates and that in the course of his duties as such Government servant or officer as the case may be he has expressed his view on all or any of the matter in the dispute or difference. The decision of such arbitrator shall be

Contd-P/13

final and binding on the parties to this deed. If and so long as the transferee shall fully perform and comply with and shall continue to so perform and comply with each and all the terms and conditions herein made and provided but not otherwise, the Vendor will secure the transferee full and peaceful enjoyment of the rightly privileges herein and hereby conveyed and assured.

And it is hereby agreed and declared that unless a different meaning shall appear from the context:

(A) The expression 'Chief Administrator' shall mean The Chief Administrator of the authority as defined in clause (e) of section (2) of the Act.

(B) The expression 'Estate Officer' shall mean person appointed by Authority under clause (1) of section (2) of the Act to perform the functions of Estate Officer under the Act in one or more than one Urban Area.

(C) The expression 'Vendor' used in these presents shall include in addition to the Haryana Urban Development Authority and in relation to any matter or anything contained in or arising out of these present every person duly authorized to act or to represent the Haryana Urban Development Authority in respect of such matter or thing.

(D) The expression 'Transferee' used in these present shall include in addition to the

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his lawful heirs, successors, representatives, assignees, lessees and any person or person in occupation of the land or building erected thereon with the permission of the Estate Officer.

IN WITNESS WHEREOF the parties here to have hereunder respectively subscribed their names at the places and on dates hereinafter, in each case specified.

Contd-P/14

Signed by the said \_\_\_\_\_, at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

TRANSFeree

In the presence of witnesses:

- 1. Name \_\_\_\_\_
- 2..Resident \_\_\_\_\_
- 3. Occupation \_\_\_\_\_

Signature of witness No.1

- 1. Name \_\_\_\_\_
- 2. Resident \_\_\_\_\_
- 3. Occupation \_\_\_\_\_

Signature of witness No.2

Signed for and on behalf of the Haryana Urban Development Authority and setting under his Authority at \_\_\_\_\_ to the day of \_\_\_\_\_, 20\_\_.

ESTATE OFFICER

In the presence of witnesses:

- 1. Name \_\_\_\_\_
- 2..Resident \_\_\_\_\_
- 3. Occupation \_\_\_\_\_

Signature of witness No.1

- 1.. Name \_\_\_\_\_
- 2. Resident \_\_\_\_\_
- 3. Occupation \_\_\_\_\_

Signature of witness No.2

## ANNEXURE C-I

APPLICATION FOR TRANSFER OF PLOT

To

The Estate Officer,  
Haryana Urban Development Authority,  
\_\_\_\_\_.

Subject: - Transfer of Plot No. \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate  
\_\_\_\_\_, measuring \_\_\_\_\_ Sq.Mtrs.

I/We

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Seek permission to transfer the Plot No, \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate,  
\_\_\_\_\_, measuring \_\_\_\_\_ Sq. Mtrs.

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

- i) Gender          \_\_\_\_\_ Male                          \_\_\_\_\_ Female  
ii) Marital Status          \_\_\_\_\_ Divorcee                          \_\_\_\_\_ Married  
   \_\_\_\_\_ Single    \_\_\_\_\_ Widow/widower  
iii) Date of spouse death \_\_\_\_\_ (in case of widow only)

Resident/s

of \_\_\_\_\_

Contd P/16

The plot was allotted/re-allotted to me/us on \_\_\_\_\_ . This is a family/friendly transfer & the transferee/s \_\_\_\_\_, is/ are my/our \_\_\_\_\_

In case of allottee, please specify ( ) relevant category under which the plot was allotted.

- (a) General \_\_\_\_\_
- (b) S.C./B.C. \_\_\_\_\_
- (c) War widows \_\_\_\_\_
- (d) Ex-Servicemen \_\_\_\_\_
- (e) Handicapped \_\_\_\_\_
- (f) Oustees \_\_\_\_\_

Size of Plot \_\_\_\_\_ Sq. Mtrs.

- i) Allotted \_\_\_\_\_
- ii) Possession offered \_\_\_\_\_
- iii) Any incidental space allotted \_\_\_\_\_
- iv) Total \_\_\_\_\_

The conveyance deed has been /not yet been executed.

The plot is free from all encumbrances like mortgage gift or transfer in any manner to anybody.

I/we further certify that nothing has been concealed in the above information and that the plot is vacant /constructed. If in future it is found that the transfer has been affected on the basis of false information provided in this application, the transfer shall be deemed to be null and void and all the consequences of which legal, financial etc. shall be borne by me/us. In case Haryana Urban Development Authority suffer any loss on account of this transfer of as a consequences of this transfer, my/our property, my/our person, my/our legal heirs and successors shall be liable to make good the loss sustained by Haryana Urban Development Authority or its employees. In case of any legal heirs or other persons shall make any claim regarding this point, the litigation of the same will be defended by me /us and the loss suffered by Haryana Urban Development Authority will also be made good to me/us and my/our properties and person.

Contd P/17



Transfer fee of Rs. \_\_\_\_\_ is attached as Bank Draft/Receipt  
No. \_\_\_\_\_ dated \_\_\_\_\_.

Signature/s of proposed transferee/s

Attested by

( \_\_\_\_\_ )

Yours faithfully,

( \_\_\_\_\_ )

Dated \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## ANNEXURE C-2

**AFFIDAVIT**

I, \_\_\_\_\_  
 \_\_\_\_\_, do

hereby solemnly affirm and declare as under:-

1. That I am sole and absolute owner and allottee/re-allottee of residential plot No. \_\_\_\_\_, Sector, \_\_\_\_\_ Urban Estate, \_\_\_\_\_ measuring \_\_\_\_\_ Sq. Mtrs duly allotted/re-allotted to me by the Estate Officer, HUDA, \_\_\_\_\_ on free hold basis and the said property is free from all sorts of encumbrances and attachments till to date.
2. That there is no dispute/litigation or court case pending in any Court of law against the said property.
3. That my latest specimen signatures are as under:-

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

Place

Dated

**DEPONENT**

**VERIFICATION :**

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein. No part of it is false and incorrect.

**DEPONENT**

**ANNEXURE C-3****AFFIDAVIT**

I, \_\_\_\_\_  
 \_\_\_\_\_, do

Hereby solemnly affirm and declare as under:-

1. That I have purchased the residential House No. \_\_\_\_\_, Sector \_\_\_\_\_,  
 Urban Estate \_\_\_\_\_, measuring \_\_\_\_\_ Sq. Mtrs., from

\_\_\_\_\_  
 \_\_\_\_\_

2. That the signature of proposed transferee on application form is mine.
3. That my latest specimen signatures are as under:-

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

Place

Dated

**DEPONENT**

**VERIFICATION :**

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein. No part of it is false and incorrect.

**DEPONENT**

## ANNEXURE C-4

**APPLICATION FOR TRANSFER OF HOUE (DEATH CASE)**

To

The Estate Officer,  
Haryana Urban Development Authority,  
\_\_\_\_\_

Subject: - Transfer of Residential/Plot No. \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate  
\_\_\_\_\_, measuring \_\_\_\_\_ Sq.Mtrs.

Respected Sir,

I, \_\_\_\_\_  
\_\_\_\_\_

Seek permission to transfer of Residential/Plot No, \_\_\_\_\_, Sector \_\_\_\_\_, Urban  
Estate, \_\_\_\_\_, measuring \_\_\_\_\_ Sq. Mtrs.

To \_\_\_\_\_  
\_\_\_\_\_

- i) Gender \_\_\_\_\_ Male \_\_\_\_\_ Female  
ii) Marital Status \_\_\_\_\_ Divorcee \_\_\_\_\_ Married  
\_\_\_\_\_ Single \_\_\_\_\_ Widow/widower  
iii) Date of spouse death \_\_\_\_\_ (in case of widow only)

Resident of \_\_\_\_\_  
\_\_\_\_\_

The House/ Plot was allotted/re-allotted transferred to Late \_\_\_\_\_  
vide Memo No \_\_\_\_\_ dated \_\_\_\_\_. This is a family transfer due to death of the  
allottee/ re-allottee/ transferee, who was \_\_\_\_\_ of the applicant.

Contd P/21

In case of original allottee, please specify ( ) relevant category under which the plot was allotted.

(a) General \_\_\_\_\_

(b) S. C. /B.C. \_\_\_\_\_

(c) War widows \_\_\_\_\_

(d) Ex-Servicemen \_\_\_\_\_

(e) Handicapped \_\_\_\_\_

(f) Oustees \_\_\_\_\_

Size of Plot \_\_\_\_\_ Sq. Mtrs.

i) Allotted \_\_\_\_\_

ii) Possession offered \_\_\_\_\_

iii) Any incidental space allotted \_\_\_\_\_

iv) Total \_\_\_\_\_

The conveyance deed has been /not yet been executed. The plot is free from all encumbrances the mortgage like mortgage gift or transfer in any manner to anybody.

I/we further certify that nothing has been concealed in the above information and that the plot is vacant /constructed. If in future it is found that the transfer has been affected on the basis of false information provided in this application, the transfer shall be deemed to be null and void and all the consequences of which legal, financial etc. shall be borne by me/us. In case Haryana Urban Development Authority suffers any loss on account of this transfer or as a consequences of this transfer, my/our property, my/our person, my/our legal heirs and successors shall be liable to make good the loss sustained by Haryana Urban Development Authority or its employees. In case of any legal heirs or other persons shall make any claim regarding this point, the litigation of the same will be defended by me /us and the loss suffered by Haryana Urban Development Authority will also be made good to me/us and my/our properties and person.

Transfer fee of Rs. \_\_\_\_\_ is attached as Bank Draft/Receipt No. \_\_\_\_\_ dated \_\_\_\_\_.

Dated \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Yours faithfully,

( )

**ANNEXURE C-5****TO WHOM SOEVER IT MAY CONCERN**

It is certified that Late \_\_\_\_\_  
 \_\_\_\_\_ wa  
 s the owner and allottee/re-allottee/transferee of residential House No.\_\_\_\_\_  
 Sector \_\_\_\_\_, (Haryana), Plot measuring\_\_\_\_\_.

It is further certified that late \_\_\_\_\_, had  
 expired on \_\_\_\_\_ at \_\_\_\_\_ leaving behind the following  
 legal heirs.

Sr.No.	Name of legal heirs	Age	Relation with Deceased
1.			
2.			
3.			

There is no other legal heirs except these mentioned above.

## ANNEXURE C-6

**INDEMNITY BOND**

This Indemnity Bond is executed at \_\_\_\_\_, on this \_\_\_\_\_ day of

\_\_\_\_\_.20 by \_\_\_\_\_

\_\_\_\_\_ (hereinafter called the executant) in favour of the Estate Officer, HUDA \_\_\_\_\_

WHEREAS the residential House/Plot no. \_\_\_\_\_, Sector \_\_\_\_\_, (Haryana)

plot measuring \_\_\_\_\_ was allotted/ re-allotted/transferred \_\_\_\_\_ Late

\_\_\_\_\_ AND WHEREAS the allottee/ re-allottee/transferee had expired on \_\_\_\_\_ at \_\_\_\_\_, leaving behind the following legal heirs:-

Sr.No.	Name of legal heirs	Age	Relation with Deceased
1.			
2.			
3.			

AND WHEREAS there are no other legal heirs except these mentioned above.

AND WHEREAS these legal heirs have agreed to get the transfer of allotment/ownership of the above said house in favour of said executant

\_\_\_\_\_ Contd. P/24

AND WHEREAS the Estate Officer, HUDA, \_\_\_\_\_, has asked the executants to furnish Indemnity Bond for the transfer of the same.

NOW THIS INDEMNITY BOND WITNESSETH AS UNDER:-

1. That the said transfer which is sought in the name of \_\_\_\_\_

\_\_\_\_\_ is a family transfer due to death of allottee/re-allottee/transferee, and in case, the Haryana Urban Development Authority would suffer any loss on account of this transfer in her name, the executant, her properties and her person shall be liable to make good the loss, which may be sustained by the Haryana Urban Development Authority or its employees on account of this transfer.

2. That the legal heirs and successors of the executant shall also be liable to make good the loss, if any, suffered by HUDA.

3. That in case, any legal heirs or other persons shall make any claim regarding this house, the litigation of the same will be defended by the executant and her properties and persons.

IN THE PRESENCE of the following witnesses this Indemnity Bond is signed at \_\_\_\_\_, on the day, month and year first above written in the presence of following witnesses.

**WITNESS No.1**

**EXECUTANT.**

**WITNESS No.2**



**ANNEXURE C-7**

**AFFIDAVIT**

I, \_\_\_\_\_  
\_\_\_\_\_

do hereby solemnly affirm and declare as under:-

1. That my \_\_\_\_\_ Late \_\_\_\_\_  
\_\_\_\_\_

was the owner and allottee / re-allottee of residential House No. \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate \_\_\_\_\_, plot measuring \_\_\_\_\_ Sq.Mtrs.

2. That the aforesaid Late \_\_\_\_\_ had expired on \_\_\_\_\_, at \_\_\_\_\_.

3. That the aforesaid Late \_\_\_\_\_, had left behind the following legal heirs:-

Sr.No.	Name of legal heirs	Age	Relation with Deceased
1.			
2.			
3.			

That I have no objection if the ownership of the above said residential House No. \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate \_\_\_\_\_ plot measuring \_\_\_\_\_ Sq.Mtrs. is transferred in the name of \_\_\_\_\_  
\_\_\_\_\_.

5. That there are no other legal heirs of late \_\_\_\_\_ except these mentioned above, and

Place:

Dated:

**DEPONENT**

**VERIFICATION:-**

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein. No part of it is false and incorrect.

**DEPONENT**

## ANNEXURE C-8

AFFIDAVIT

I, \_\_\_\_\_  
 \_\_\_\_\_, do hereby solemnly affirm and declare as under:-

1. That Late \_\_\_\_\_  
 \_\_\_\_\_

who was my \_\_\_\_\_, and was the owner and allottee/re-allottee/transferee of residential House No. \_\_\_\_\_, Sector \_\_\_\_\_, Urban Estate \_\_\_\_\_ (Haryana) plot measuring \_\_\_\_\_ Sq.Mtrs.

2. That the aforesaid Late \_\_\_\_\_ had expired on \_\_\_\_\_, at \_\_\_\_\_.

3. That the aforesaid Late \_\_\_\_\_, had left behind the following legal heirs:-

Sr.No.	Name of legal heirs	Age	Relation with Deceased
--------	---------------------	-----	------------------------

1.

2.

3.

4. That there are no other legal heirs except these mentioned above,

5. That the above said legal heirs namely (i) \_\_\_\_\_ and (ii) \_\_\_\_\_, have no objection if the ownership of the above said house is transferred in my name.

6. That the Original Death Certificate of Late \_\_\_\_\_ is enclosed herewith.

7. That I shall be responsible for all kind of payment/dues/formalities as etc. in connection with the above said house, in case the said house is transferred in my name.

8. That I will be bound by the terms and condition of the Allotment Letter and also by the decision of the Haryana Urban Development Authority Act and regulation framed there under.

Place:

Dated:

**DEPONENT**

Contd. P/27

**VERIFICATION:-**

Verified that the above contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein. No part of it is false and incorrect.

**DEPONENT**

## ANNEXURE C-9

**AFFIDAVIT**

I, \_\_\_\_\_,  
 \_\_\_\_\_, do hereby solemnly affirm and declare as under:-

1. That I am proposed transferee of \_\_\_\_\_,  
 \_\_\_\_\_, due to the death of  
 \_\_\_\_\_ who was the owner of said property.
2. That the above said property is free from all sorts of encumbrances and attachments till to date.
3. That there is no dispute/litigation or any court case pending against the above said plot in any Court of Law.
4. That there is no WILL/GPA/Agreement is executed against the above said plot till to date.
5. That the said plot is not mortgage with any financial institution or Bank so far.

Place

Dated:

**DEPONENT**

**VERIFICATION:**

Verified that the above contents of this affidavit are true and correct to our knowledge and belief and nothing has been concealed therein. No part of it is false and incorrect.

**DEPONENT**

## ANNEXURE D-1

To

The Estate Officer,  
 HUDA,  
 \_\_\_\_\_

Subject: Transfer of Plot/House for Re-allotment \_\_\_\_\_

Sir/Madam,

With reference to your letter No. \_\_\_\_\_ Dated \_\_\_\_\_

I/we hereby enclose the following documents:-

1. Indemnity Bond
2. Two Attested Photographs of Transferee/s.
3. Original Permission Letter.
4. Original Allotment letter/Re-Allotment Letter
5. Identifications Proofs of the Transferor(s) Transferee (s)
6. Affidavit by the Transferee (s)
7. Conveyance Deed Certified copy
8. Sale deed/Transfer deed certified copy.

It is therefore requested that the aforesaid property may kindly be transferred in the name/s of

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ at the earliest and oblige.

Thanking You,

Yours faithfully

Dated \_\_\_\_ / \_\_\_\_ /20 \_\_\_\_

**ANNEXURE D-2****INDEMNITY BOND**

This Indemnity Bond is executed at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WHEREAS the executants/s is/are desirous of getting property bearing \_\_\_\_\_ transferred in the name/s of \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AND WHEREAS the Estate Officer, HUDA, Urban Estate \_\_\_\_\_ has asked the executants/s to furnish this Indemnity Bond for the same.

**NOW THIS INDEMNITY BOND WITNESSETH AS FOLLOWS:-**

1. That the said transfer which is sought in the name/s of \_\_\_\_\_ is a family/friendly transfer and, in case the Haryana Urban Development Authority would suffer any loss on account of this transfer in his/her/their names, the executant/s, his/ her/ their properties and his/her/their persons shall be liable to make good the loss which may be sustained by the HUDA or its employees on account of this transfer.
2. That the legal heirs and successors of the executant/s shall also be liable to make good the loss, if any, suffered by HUDA.
3. That, in case, any legal heirs or other persons shall make any claim regarding this property, the litigation of the same will be defended by the executant/s and the loss

Contd. P/31

suffered by HUDA will also be made good by the executant/s and his/her/their properties and persons.

IN THE PRESENCE of the following witnesses this Indemnity Bond is Signed at \_\_\_\_\_, on the day, month and year mentioned above.

**WITNESS No. 1**

**EXECUTANT/S.**

**WITNESS No. 2**

**ANNEXURE D-3****AFFIDAVIT**

I/WE,

\_\_\_\_\_ do hereby solemnly  
 affirm and declare as under:-

1. That I/we am/are sole and absolute owner/s of \_\_\_\_\_  
 \_\_\_\_\_  
 duly allotted/ re- allotted to \_\_\_\_\_ by the Estate Officer, HUDA,  
 \_\_\_\_\_ on free hold basis,
2. That the above said property is free from all sorts of encumbrances and attachment till to-date.
3. That there is no dispute/litigation or any court case is pending against the above said property in any court of law.
4. That my/our latest specimen signatures are as under:-

i \_\_\_\_\_ ii \_\_\_\_\_ iii \_\_\_\_\_

Place:

Dated:

**DEPONENT/s****VERIFICATION:-**

Verified that the above contents of this affidavit are true and correct to my knowledge and belief and nothing has been concealed therein. No Part of it is false and incorrect.

**DEPONENT**



**ANNEXURE-D4****AFFIDAVIT BY THE TRANSFERE/S**

I/We, \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

do hereby solemnly affirm and declare as under:-

1. That I/we accept the allotment of \_\_\_\_\_  
 \_\_\_\_\_  
 inclusive of incidental Space allotted, if any.
2. That I/we further undertake to make payment of all the outstanding dues of such amount as may be due or become liable/due against this property at any later stage.
3. That I/we accept the terms & conditions relating to the allotment of above said property and of incidental open space, if any, and shall abide by the provisions of HUDA Act, 1977, and the rules/regulations applicable there under and amended from time to time. \
4. That I/we shall not use the said property for any purposes, other than for which it has been allotted.
5. That I/we shall pay the interest on the delayed payment of installment/ enhanced compensation, as per policy of the authority decided from time to time.
6. That I/we shall not raise any dispute in respect of the interest paid by the transferor in respect of the plot/Shed/building, as per policy of the authority from time to time.

Place:

Dated:

**DEPONENT**

Contd. P/34

**VERIFICATION:**

Verified that the above contents of this affidavit are true and correct to my knowledge and belief and nothing has been concealed there in. No Part of it is false and incorrect.

**DEPONENT/s**

**ANNEXURE-E**



## POSSESSION CERTIFICATE

Certified that a ..... Junior Engineer of/the office of the Estate Officer, HUDA.....have carefully checked the relevent paper and the dimensions of the Plot No.....Sector.....of Urban Estate..... and size of the plot allotted to Sh..... S/o..... is given as under :-

**DIMENSIONS**

1. Length of the plot.....
2. Breadth of the plot.....
3. Area.....
4. Rear set Back.....
5. Front set Back.....

**SITE PLAN/SKETCH**

Accordingly, on the basis of above details, the possession of the plot has been given to the said Allottee/Authorised person.

Junior Engineer  
For Estate Officer  
HUDA

I.....S/o.....the allottee have taken the possession of the Plot No.....Sector.....Urban Estate.....as per above dimensions allotted to me vide Estate Officer HUDA, allotment letter No.....dated.....

I undertake to follow the conditions as laid down in the allotment letter Provisions of HUDA Act 1977, and HUDA (Erection of Building) Regulations 1979 with the latest amendments.

Further I have seen the plot and agree to accept the possession. I will give at least one week notice to the Estate Officer before actually starting the construction.

Memo No : S- .....

Dated .....

Name & Signature of allottee

Postal Address.....  
.....  
.....

### ESTATE OFFICE HUDA

**ANNEXURE F-1****FORM BRS.I**

[See regulation 'B (1)]  
FORM OF APPLICATION

(To be submitted at the time of submitting building plans/drawings)

Class of building \_\_\_\_\_

- (i) Residential
- (ii) Commercial where Architecture Control Sheets are applicable
- (iii) Industrial buildings

From

\_\_\_\_\_

\_\_\_\_\_

To

The Estate Officer,  
Haryana Urban Development Authority,

\_\_\_\_\_.

Sir,

1. I/We hereby confirm that physical possession, demarcation and plinth level has been given to me/us at site on \_\_\_\_\_ by the representative of your office. I/ we hereby submit the following building plants to erect / re-erect/ add to/alter a building / wall, in accordance with the plans being submitted herewith on, site/Plot No \_\_\_\_\_ Sector \_\_\_\_\_ at \_\_\_\_\_
2. I/we attach herewith in quadruplicate:-
  - a) a site plan showing the position of the site proposed to be built upon:
  - b) Plans, elevations and sections.
  - c) Drainage plans.
  - d) Structural drawings in form BRS VA/VB as may be applicable;
  - e) Fire safety design as required in the National Building code duly approved by the State Fire Authority. Alternatively, an undertaking to the effect that Fire safety plans

Contd P/37

duly approved by the State Fire Authority shall be submitted within sixty days ;

- f) Heating ventilation, Air Conditioning (HVAC) service plans wherever required.
- g) Specifications of the proposed building in Form BRS-II;
- h) Certificate of conformity to regulations and structural safety for relevant buildings (depending on type and height) in Form B RS-VA & BRS.VB.

3. The requisite fee has been deposited vide Receipt No \_\_\_\_\_  
 Book No \_\_\_\_\_ dated \_\_\_\_\_

**4. Undertaking**

The construction of the buildings shall be undertaken as per the submitted building plans, structural design given by the Structural Engineer, Fire safety design duly approved by the

competent authority and got supervised through the following Architect/Engineer. I/we further undertake to remove all unauthorized and non-compoundable construction, if any such construction is found at the site by the authority at later inspection.

**A. Architect**

- (i) Name of Architect.....
- (ii) Council of Architecture Registration No. ....valid upto.....
- (iii) Full Address.....

**B. Engineer**

- (i) Name of Engineer.....
- (ii) Registration N o. ( if any).....
- (iii) Qualification.....
- (iv)Address.....

5. This may kindly be treated as the fifteen days notice before start of construction at site.

6. Necessary affidavit as per Annexure A of the set of forms is enclosed

Date

Enclosures

Signature of Applicant

## ANNEXURE F-2

Name \_\_\_\_\_

Plot No \_\_\_\_\_ Sector \_\_\_\_\_, \_\_\_\_\_

**FORM C (RULE)  
SPECIFICATIONS**

Material to be used in the construction shall be follows

- |                           |  |
|---------------------------|--|
| A. Foundation             | BB in cement mortar 1:6 over cement concrete Bed 1:8:16 or lime and surkhi 1:2:8   |
| B. Wall in superstructure | BB in cement mortar 1:6 internal plaster ½" externally exposed or plastered as per design  |
| C. Damp Proof course      | HDPC 1" thick cc 1:2:4 with two layers of bitumen<br>VDPC 3/4" thick 1:2:4 with two coats of bitumen.                                  |
| D. Floor                  | 1 ½" Indian patent stone or terrazzo over 4% cons. 1:4:8 over 6" sand or 1 ½" IPS brick tiles cement pointed,                          |
| E. Roof                   | RCC or RBC slabs with 2 coats of hot bitumen with @ 4" of compact earth and 1 ½" brick tiles cement pointed.                           |
| F. Windows, door &        | Deodar wood or teak wood polished.   |
| G. Steel work             | Tata Steel or approved quality steel shall be used.  |
| H. Internal finish        | White wash or color wash over cement Plaster bath W.C. & kitchen shall be finished in terrazzo or neat Cement plaster or mosaic tiles. |
| I. External finish        | ½" cement plaster 1:4 or brick or stone exposed as per design.   |

Architect

(Signature of Applicant)

**ANNEXURE F-3****FORM BR V**

[See regulations 2 (xxxxviii-a) and 3(i) (g)]

Certificate of conformity to regulation and structure safety for residential and commercial buildings upto 3- storeys less than 11.0 meter height.

[See regulation 3(i), para 2 (d) of form BR 1s]

Certificate to be submitted alongwith building application in FORM BR-1 duly signed by Architect and Structural Engineer.

Details of the building for which the certificate is being issued.

Plot No....., Sector.....,

Urban Estate....., City.....

Name of the owner Shri/ Shrimati.....

Full address of the owner.....

.....

.....

**1. Building plans:-**

(i) Name of Architect.....

(ii) Registration No..... valid up to.....

(iii) Full Address.....

**2. Structural Designer:-**

(i) Name of Structural Engineer who has undertaken the  
Structural Design of the Building.....

(ii) Registration No (if any).....

(iii) Qualification and Experience.....

(iv) Address.....

**Certificate**

The plans submitted in form BR-I for building, detailed above, are in accordance with the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended

Contd P/40

from time to time and the zoning plan for the plot.

The structure has been designed in accordance with the provision of the National Building Code and the relevant Indian Standard Codes (with latest amendments) including Indian Standard Codes for structures resistant of earthquakes and other natural hazards. The local soil conditions, its load bearing capacity and the underground water table etc. have been kept in view while designing the same.

Owner

Architect

Structural Engineer



**ANNEXURE F-4**

To

The Executive Engineer,  
HUDA Division No.  
HUDA \_\_\_\_\_.

Sub:- Malba Security/ Malba fee regarding building plot No. \_\_\_\_\_ Sector  
\_\_\_\_\_

Sir,

It is submitted that I/we the owner of Plot No. \_\_\_\_\_  
Sector \_\_\_\_\_ want to take up the construction at my above noted  
plot. In this connection, I have submitted the building plan for scrutiny /Malba fee. Kindly  
accept the same.

I undertake that a Malba meant for construction will not throw on pucca road.  
Further in undertake that I will not stake. The building material on pucca road of violation the  
H.U.D.A. may confiscate that material.

That I shall not extend the drive way to road channel in front of my house that I  
shall not mix cement mortar on pucca road.

Thanking you,

Yours faithfully,

## ANNEXURE F-5

TO WHOME IT MAY COCERN

IT IS CERTIFIED THAT THE AREA REPORT AND CESS CHARGES OF PLOT NO \_\_\_\_\_.  
SECTOR \_\_\_\_\_, \_\_\_\_\_ AS PER DETAIL GIVEN  
BELOW.

**DESCRIPTION:-**

\_\_\_\_\_ G. FLOOR, FIRST FLOOR & SECOND FLOOR WILL BE CONSTRUCTED  
WITH FIRST QUALITY MATERIAL.

**AREA DETAIL :**

TOTAL PLOT AREA:

GROUND FLOOR AREA:

FIRST FLOOR AREA:

SECOND FLOOR AREA:

TOTAL PER COVERED AREA:

THE COST OF CONSTRUCTION FOR FIRST QUALITY MATERIAL WILL BE RS. 1000/-  
PER SQ.FTS.

X 1000

COST OF CONSTRUCTION RS.	=	/-
1% OF TOTAL COST= RS.	=	/-
LABOUR CESS CHARGE= RS.	=	/-

## ANNEXURE F-6

2644 HARYANA GOVT. GAZ. (EXTRA), JULY 3, 2009 (ASAR 12, 1931 SAKA)

**HARYANA GOVERNMENT**  
**HARYANA URBAN DEVELOPMENT AUTHORITY**  
**Notification (24<sup>th</sup> June, 2009)**

**No. auth-2009/22699-** In exercise of the powers conferred by clause (d) sections 54 of the Haryana Urban Development Authority Act, 1977 (13 of 1977), and with the previous approval of the State Government, conveyed vide their memo no. 7/5/2006-2TCP, dated June 09,2009 the Haryana Urban Development Authority makes the following regulations further to amend the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979 namely:-

1. These regulation may be called the Haryana Urban Development Authority (Erection of Buildings) Regulations, 2009.
2. In the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979 in regulations 3, for clause (v) the following clause shall be substituted namely:-

“(V) The Malba fee is given below shall be deposited by the allottee with the Executive Engineer concerned before the start of construction or release of water connection, Ten percent of the above fee shall be deposited as non-refundable security. Remaining ninety percent shall be refunded only after the malba is completely removed the area is levelled and the Occupation Certificate is issued by the Estate Officer concerned. The refund of Malba fee shall further be subject to the condition that allottee shall construct pucca approach to his house by connecting it from the edge of road towards his house and not from any other points of the road .

**I for Residential Plots**

(i) Upto 6 Marla	Rs. 5,000/-
(ii) Above 6 Marla and upto I Kanal	Rs. 10,000/-
(iii) Above 1 Kanal	Rs. 20,000/-

**II for Industrial, Institution and Group Housing Plots**

(i) Up to ¼ th Acre	Rs. 25,000/-
(ii) Above ¼ th Acre and upto 1 Acre	Rs. 50,000/-
(iii) More than 1 Acre	Rs. 1,00,000/-

Contd P/44

**III for Commercial**

(i)	Booths	Rs. 10,000/-
(ii)	SCOs./SCFs/DSS etc.	
(iii)	(Governed by Architectural Control)	Rs. 50,000/-
(iv)	Others	Rs, 1,00,000/-

T. C. GUPTA,  
Chief Administrator,  
HUDA, Panchkula.

## ANNEXURE G-1

REGULATION FORM BR-IV  
[See 11(1)]

**APPLICATION FOR PERMISSION TO OCCUPY**

From

\_\_\_\_\_  
\_\_\_\_\_

To,

The Estate Officer,  
HUDA \_\_\_\_\_.

Subject: **Application for issue of Occupation Certificate in Respect of House No.** \_\_\_\_\_  
**Sector** \_\_\_\_\_, \_\_\_\_\_ **Measuring** \_\_\_\_\_

Sir,

I/We hereby give notice that the building/a part of the building described below and sanctioned with your order No. \_\_\_\_\_ dated \_\_\_\_\_ has been completed \_\_\_\_\_ in all respects according to the sanctioned plans and the suggested modifications of the building is submitted herewith.

Kindly issue an occupation certificate as required by Regulations 11 (2) of the Haryana Urban Development Authority (Erection of Buildings) Regulation 1979.

Description of Building \_\_\_\_\_

City \_\_\_\_\_ Plot No. \_\_\_\_\_ Sector \_\_\_\_\_

Dated:

Signature of Applicant

**ANNEXURE G-2**

FORM BR-V B  
[See Regulations 11(1)]

**COMPLETION CERTIFICATE BY AN ARCHITECT / ENGINEER**

I do hereby certify that the following work \_\_\_\_\_

\_\_\_\_\_

(insert full particulars of work) has been supervised by me and has been completed to my satisfaction in accordance with the sanctioned plan. That the workmanship and the whole of the materials used are good that no provision of the Haryana Urban Development Authority (Erection Buildings) Regulation, 1979 and no requisition made. Conditions prescribed or order issued there under has been transgressed in the course of the work.

City \_\_\_\_\_, Sector \_\_\_\_\_, Plot \_\_\_\_\_

Particulars of work \_\_\_\_\_

Dated:

Signature,  
Architect/ Engineer

Description of violations:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

## ANNEXURE G-3

**COMPUNDABLE VIOLATIONS**

OCCUPATION CERTIFICATE HOUSE NO ----- SECTOR \_\_\_\_\_

OWNED BY SH. \_\_\_\_\_

GROUND FLOOR &amp; FIRST FLOOR &amp; SECOND FLOOR COMPLETION

Sr	Description of Violation	Proposed compounding Rate (In Rs.)	Extent of compounding In (Sqm)	Compounding (In Rs.)	JE's remarks
1.	<b>BUILDING WITHOUT PLAN</b>				
a.	Construction without Building plans revalidated.	Rs.100/-Per Sqm. on constructed area			
b.	Construction raised without getting plan sanctioned and the construction so made conform to the building bye laws/zoning.	Rs. 400/-per Sq.m. on constructed area.			
2.	<b>D.P.C</b>				
a)	<b>For not taking D.P.C. certificate</b>				
i)	Construction as per approved plan.	Rs. 5/- per. Sqm			
b)	<b>For Changing D.P.C. after taking DPC Certificate.</b>				
i)	Revised D.P.C conforms to building bye laws/zoning.	Rs.10/- per. sqm			
3.	<b>EXCESS COVERED AREA</b>				
	Cantilever cupboard/bay window	To be counted in Covered area violation.			

a)	Covered area beyond zoning line but within permissible limits.			Compoundable upto maximum limit of 10% of setback to be Compounded @ 10,800/- per sq. mt.			
<b>Measurements of covered area:-</b>							
	Floor	Permissible Covered Area	Area beyond zoning line.				
	GF						
	FF						
	SF						
	Basement						
b)	Excess covered area beyond permissible limits but within zoning line. <u>Actual violation in Sq.m</u>			To be compounded upto a maximum limit of 10% of permissible Covered area.			
	<b>(Up to 5 %)</b>			Up to 5% @ Rs. 3300/- Per sqm and beyond 5% @ Rs.6500/- per Sqm.			
	Floor	Front	Rear	Side			
	GF						
	FF						
	SF						
	Basement						
	<b>Up to 10 %</b>						
	Floor	Front	Rear	Side			
	GF						
	FF						
	SF						
	Basement						
c)	Extra covered area beyond Zoning line: yes/No			Violation up to a Maximum limit of 10% of setback line to be Compounded @ Rs. 10800/- Per Sqm. (This will be			
	If yes how much is the maximum depth beyond zoning line. <u>Actual violation in Sqm</u>						



					over and above of the composition fee of excess covered area)			
	Floor	Front	Rear	Side				
	GF							
	FF							
	SF							
	Basement							
<b>4.</b>	<b>CANTILEVER/PROJECTION</b>							
a	Sanctionable cantilever projection but not shown in the sanctioned building plan.				Rs. 100/- Per Sqm.			
	Actual violation in Sqm.							
	Floor	Front	Rear	Side				
	GF							
	FF							
	SF							
b	Non Sanctionable cantilever projection within Zoning .				@ Rs. 500/- per Sqm.			
	Actual violation in Sqm.							
	Floor	Front	Rear	Side				
	GF							
	FF							
	SF							
c	Non sanction able cantilver projection outside zoning line.				Violation up to maximum limit of 10% of the set back line is compoundable @ Rs. 11,000/- per Sqmt.			
	At roof level Yes/No							
	If yes, how much is the depth beyond zoning line(up to maximum limit 10% of setback line.)							

	Actual violation in sqm.				
	Floor				
	GF				
	FF				
	SF				
	Basement				
<b>5.</b>	<b>PROJECTION ON GOVT. LAND</b>				
a	30cm. at door/window level only	Rs. 1,000/- per sqm.			
b	At roof level	Not compoundable			
<b>6.</b>	<b>HEIGHT OF BUILDING</b>				
	Increase in height beyond permissible limit(including parapet and mumty) where no farne control is applicable.				
i)	Up to 50 cm	Nil			
ii)	Above 50 cm to 1.00m.	Rs. 2,000/- per Sqm.of covered area subject to a maximum of 12sq.mts.			
<b>7</b>	<b>HEIGHT OF BOUNDARY WALL AND TYPE OF GATE</b>				
a)	Change in design, location of gate(if santionable)	Rs. 1,000/- per each violation			
b)	Santionable wicket gate provided but not shown in the approved building plan.	Rs. 200/-			
c)	Variation in the height of boundary wall and size of gate.	Variation up to 10% be compounded @ 1000/- for each violation.			
<b>8</b>	<b>LIGHT AND VENTILATION</b>				
a)	Non provision of exhaust fan/flue in the kitchen. <b>Provided through Window</b>	Rs. 200/-			

b)	General light sand ventilation including toilets. <b>Provided through Window</b>	Variation upto 10% to be compounded Rs. @ 1100/- per sqm.			
<b>9</b>	<b>STAIR CASE</b>				
a)	Riser & tread not as per rules.	Variation upto 10% is compoundable Rs. @ 100/- per sqm.			
b)	Provision of winder steps at landings only	Rs. 200/- per step			
c)	Width of stair case reduced from minimum width prescribed under the rules.	Reduction only upto 10 cm. is compoundable @ 500/-per staircase.			
<b>10</b>	<b>UN-AUTHORISED OCCUPATION</b>				
		@ Rs. 50 per sqm. of the permissible ground coverage.			
<b>11</b>	<b>VANTILATION SHAFT</b>				
a)	Area of ventilation shaft is less than the permissible	Variation up to 10% may be compounded @ Rs. 9000/- Per Sqm.			
b)	Shaft covered at 2.40 mtr. Height	Compoundable @ Rs. 1000/- each provided light and ventilation parameters are met with.			
<b>12</b>	<b>MISSCELLANEOUS</b>				
a)	Non- load bearing architectural pillars compoundable.(maximum of up to 4 pillars compoundable)	Compoundable @ Rs. 1000/- each provided dia. Is less than 30 cm,(not touching roof or projection)			
b)	Minor changes like shifting of internal wall, door & window, ventilator, loft over door & other changes in elevation.	@ Rs. 100/- each			

c)	Store converted into kitchen, provided it meets with the provision of rules. ( area , light and ventilation.)	Compoundable @ Rs. 1500/-			
d)	Pipe shaft beyond zoning line.	To be counted in covered area violation.			
e)	Height and size of habitable and other rooms Variation in height and size of habitable rooms, kitchen and toilets	Reduction in height up to 10 cm. and reduction in area, upto 5% of the minimum required compoundable @ Rs. 500/- each.			
f)	Steps outside the zoned area on ground floor	Steps shall not be counted towards covered area and compoundable @ 1000/- per steps subject to the maximum of 5 steps of maximum width of 1.2mtrs. having maximum tread of 30cm each			
h)	<b>Frame controlled houses.</b> Projection up to frame line.  Increase in projection due to cladding (be yond 1m)	Compoundable @ of Rs. 500/- Sq.mt.  Compoundable @ Rs. 1100/- sq. mt. upto a maximum of 2% of the plot width treating it as a zoning violation.			
13	<b>Unauthorized sewer connection.</b>	Rs. 20000/-			
14	<b>Whether Rain water harvesting provision made?</b> Yes/NO	Non-Compoundable			
	<b>GRAND TOTAL</b>		<b>Rs.</b>		

**ANNEXURE G-4****CERTIFICATE.**

It is hereby certified that the assessment of violations made in this form is correct. Further, all the violations are compoundable in keeping with the Compounding policy of HUDA issued vide letter no. CTP(H)/DTP(N)-17370-414 dt. 28-9-2006. There are no non compoundable violations in the building and the Construction is strictly in accordance to the Byelaws and Regulations of HUDA. It is further certified that I have supervised the construction of the above mentioned building and once the compoundable violations are compounded as per HUDA policy, the building shall be totally in accordance to HUDA Byelaws and Regulations.

Architect  
HUDA empanelment No. \_\_\_\_\_  
Council of Architecture membership No. \_\_\_\_\_

I am fully aware that if any variation is found in the building/compoundable violations or if any conditions of the Erection of Buildings Regulations stand transgressed then it shall make me liable to disciplinary action under HUDA rules which includes referring the above case to the Council of Architecture.

Architect  
HUDA empanelment No. \_\_\_\_\_  
Council of Architecture membership No. \_\_\_\_\_

I endorse the statement of the Architect given above. I am aware of the violations made and the compounding rates applied. I have been given to understand by the Architect that there are no non compoundable violations in the above mentioned building. I give my consent for compounding the compoundable violations and am enclosing a demand draft of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) alongwith this form.

H.No \_\_\_\_\_  
Sector \_\_\_\_\_  
Urban Estate \_\_\_\_\_

Applicant/Owner

**ANNEXURE G-5**

The following photographs are attached:-

**Photographs attached:****Number**

1. Front elevation
2. Rear elevation
3. Side elevation
4. Front setback
5. Rear setback
6. Driveway
7. Shaft
8. Terrace
9. Porch
10. Boundary wall  
Front  
Rear
11. Cut out (if present)
12. Gate  
Main  
Wicket
13. Kitchen
14. Toilet

**TOTAL**

C.D. containing the above mentioned photographs is attached along with one print of each photograph.

Owner  
(Signature)

Architect  
(Signature)

**J.E's Report**

(Any adverse finding to be recorded here)

Name:  
J.E. O/o \_\_\_\_\_

SDE(B)

## ANNEXURE H-1

**HARYANA URBAN DEVELOPMENT AUTHORITY**

Application for private water connection into HUDA water supply line

Urban Estate.....

Plot No.....

Sector.....

Size of Plot.....

To

The Executive Engineer  
HUDA Division No.....  
.....

Sir,

I want to apply for a Metered Water Connection for Domestic/Industrial/Commercial/Public Purpose. I undertake to act in conformity with bye-laws and regulations made by the Haryana Urban Development Authority and also such amended from time to time.

I agree that Haryana Urban Development Authority shall with or without notice have power to close or secure at any private services pipe to my premises if it is considered it admissible or necessary to do so for any reason whatsoever.

All expenditure for installing the connection from the service line will be borne by me. The connection will be installed in supervision of the department staff.

Sh..... licenced Plumber had been instructed by me to carry out the plumbing work..

The following documents are attached: -

1. An Attested copy of the Certificate of the Estate Officer..... about handing over possession of plot
2. An attested copy of letter of Estate Officer..... vide with permission has been granted to the erection of building.
3. An attested copy of the building plan sanctioned by the Estate Officer.....

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drawn to a scale of not less than 1 inches to 7 feet showing water main from which connection is required and position of taps, alignment of pipe line with position of flushing cistern, sinks, hot water pillar and other fitting etc.

Signature of the Applicant  
Name of the Applicant

I ..... licenced Plumber have agreed to carry out the plumbing work of the above mentioned premises of the applicant.

Signature of the Plumber with Stamp

Endst. No. .... dated .....  
Recommended ..... mm size ferrule connection from  
..... size C.I pipe line ..... (P)

Sub Divisional Engineer HUDA,  
Sub Division No...

1. Connection at Site            Yes/No

Signature of Meter Reader

2. Road cut fee Rs. .... vide receipt No..... dated .....

Signature

3..... mm ferrule water connection recommended from ..... i/d  
main distribution water line.

Signature of Junior Engineer

## ANNEXURE H-2

**HARYANA URBAN DEVELOPMENT AUTHORITY****Application for private sewerage connection into main sewerage**

Urban Estate .....

Plot No .....

Sector .....

Size of Plot.....

To

The Executive Engineer

HUDA Division No.....,

.....

Sir,

I want to apply for sewerage Connection for Domestic/Industrial/ Commercial purpose, I undertake to act in conformity with bye-laws and regulations made by the Haryana Urban Development Authority and also such amended from time to time.

I agree that Haryana Urban Development Authority shall with or without notice have power to close or secure at any private services pipe to my premises if it is considered it admissible or necessary to do so for any reason whatsoever.

All expenditure for installing the connection from the service line will be borne by me. The connection will be installed in supervision of the department staff.

The following documents are attached: -

1. Attested copy of permission of Haryana Urban Development Authority to make out the road cut.
2. A copy of the building plan clearly and indelibly made in ink of durable material and drawn to scale of not less the 1 inch to 7 feet showing sewer from which connection is required, position of taps. W.C's, Urinal etc. alongwith the position or internal sewers manholes and vent-shafts.
3. Occupation/ Completion certificate for building issued from Estate officer.....
4. Completion Certificate for sanitary installations from licenced plumber.

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Detail of sanitary installations: -

Indian

European

1. Water closet
2. Batch Shower
3. Wash Basin
4. Sinks
5. Urinal
6. Extra Taps

In addition to discharge from W.C's Urinals and Baths, I shall be having process water discharge from various process.

The criminal and bacteriological composition of the processed water will made in the attached analysis. I undertake to pay all the maintenance charges bill fixed by the Haryana Urban Development Authority for processed water before discharging into the sewer at my own cost.

The effluent will be discharged in M.L ..... SW pipe and connection will made in the presence of the department staff.

Signature of the Applicant

I .....licenced Plumber have carried out sanitary work of the above mentioned premises of the applicant.

Signature of the Plumber with Stamp

Endst. No. .... dated .....

Recommended ..... mm sewer connection from .....mm sewer mains

Sub Divisional Engineer  
HUDA, Sub Division No

Contd. P/60

. Connection at Site Yes/No

Signature of Meter Reader

2. Dues Report .....  
.....  
.....  
.

Signature of Bill Clerk

3. Road Cut fee Rs..... vide receipt No..... dt.....

Signature

4. .... i/d sewer connection recommended from ..... i/d main sewer line.

Signature of Junior Engineer

## ANNEXURE H-3

NOTIFICATION

Dated: 18-10-2001

**HARYANA URBAN DEVELOPMENT AUTHORITY**

The Haryana Urban Development Authority has decided to revise the water and Sewerage charges with immediate effects as under:-

**Revision of Water Charges**

Sr. No.	Name of Work	Existing tariff	Revised tariff
(a) (i)	1st 15 K L		@ Rs. 1.25 P K L
(ii)	From 15 K.L to 30 K.L	1.00 P K.L	@ Rs. 2.50 P.K.L
(iii)	Above 30K.L	1.00 P.K.L	@ Rs. 4/- P.K.L
(b)	Institutional	2.00 P.K.L	@ Rs. 4/- P.K.L
(c)	Industrial and Commercial	2.50 P.K.L	@ Rs. 4/- P.K.L

(d) The premises not covered by 1 (a) to (c) above @ Rs. 4/- P/K/L

i) Minimum charges of Rs. 20/- per connection for domestic and Rs. 50/- per connection for Institutional/ Industrial/Commercial irrespective of the consumption shall be charged monthly.

ii) If any, part of the house is used for purposes other than the domestic above with the approval of HUDA then the rates for whole of the supply shall be charged at the rates for the purpose for which authorization has been given by HUDA.

iii) Flat rate charges shall be levied if the meter remains out of order for more than 2 months.

iv) For the water supply connection in the villages falling under the HUDA sectors and where HUDA has agreed to provide services to villages, then the water and sewerage rates of domestic water supply shall be charged at the rates of domestic water supply charges as mentioned at a, b, c, & d above.

2 i)	Water connection fee	Rs. 300/-	Rs. 500/-Upto 10 Marla Rs. 1000/- above 10 Marla Rs. 1000/- for Institutional Commercial & Industrial
------	----------------------	-----------	--

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ii) Water connection security	I) Upto 4 Marla Rs. 200/- II) Beyond 4 Marla upto 6 Marla Rs. 300/- III) More than 6 Marla but less than 10Marla Rs. 400/- IV) 10 Marla Rs. 500/- V) Beyond 10 Marla Rs. 1000/- VI) For commercial Rs. 2000/- VII) For Industrial & Institution	
	a) Up to 1 Acre Rs. 2000/- b) Above 1 Acre but upto 2.5 Acre Rs. 3000/ c) Above 2.5 Acre Rs. 5000/-	
3. Boosting pumps installed Direct on line	Not allowed However, if detected Penalty of Rs. 1200/- and Rs. 100/- per Month additional Charges	Not allowed However, if Detected Penalty of Rs. 1200 each time
4. Sewerage per W C	Rs. 5/- P. M.	Rs. 8- P.M.
Per Urinal	Rs. 1.50 P.M.	Rs. 3/- P.M.
Waste water charges Institutional/Industrial Commercial plots only.	Rs. 1/- P.M. of 70% of W/S	Rs. 2/- PM of 70% of water consumed
i) Sewer connection fee	Rs. 100/-	Rs. 300/- upto 10 Marla Rs. 500/- above 10 Marla Rs. 500/- for institutional Industrial & Commercial
ii) Sewer connection Security		(I) Upto 4 Marla Rs. 200/- (II) Beyond 4 Marla upto 6 Marla Rs.300/-

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- (III) More than 6 Marla but less than 10 Marla Rs. 400/-  
 (IV) 10 Marla Rs. 500/-  
 (V) Beyond 10 Marla Rs. 1000/-  
 (VI) for commercial Rs. 2000/-  
 (VII) for Industrial & Institution  
 (a) Upto 1 Acre Rs. 2000/-  
 (b) Above 1 Acre but upto 2.5 acre Rs. 3000/-  
 © Above 2.5 acre Rs. 5000/-

**Revised Flat Rate/ Unmetered Tariff for domestic Water Supply.**

Sr. No.	Category	Existing tariff HUDA	Revised Charge
i)	EWS, 2M, 3M Single storey & More than one storey.	Rs. 45/- P.M	Rs. 50/-P.M
ii)	4 Marla Single Storey	Rs. 60/- P.M.	Rs. 60/- P.M
iii)	4 Marla More than One storey	Rs. 60/- P.M.	Rs 90/-P.M.
iv)	6 Marla single story	Rs. 60/- P.M.	Rs. 90/- P.M.
v)	6 Marla more than one Storey	Rs. 60/- P.M.	Rs. 135/- P.M.
vi)	8 Marla Single Storey	Rs. 80/- P.M.	Rs. 120/- P.M.
vii)	8 Marla More than One storey	Rs. 80/- P.M.	Rs. 180/- P.M.
viii)	10 Marla Single Storey	Rs. 105/- P.M.	Rs. 150/- P.M.

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ix)	10 Marla More than One storey	Rs. 105/- P.M.	Rs. 225/- P.M.
x)	14 Marla Single Storey	Rs. 135/- P.M.	Rs.200/- P.M.
xi)	14 Marla More than One storey	Rs. 135/- P.M.	Rs.300/- P.M.
xii)	1 Kanal Single Storey	Rs. 180/- P.M.	Rs. 250/- P.M.
xiii)	1 Kanal Double Storey	Rs. 180/- P.M.	Rs. 375/- P.M.
xiv)	2 Kanal Single Storey	Rs. 360/- P.M.	Rs. 700/- P.M.
xv)	2 Kanal Double Storey	Rs. 360/- P.M.	Rs. 1000/- P.M.
xvi)	1 Acre Single Storey	Rs. 1650/- P.M.	Rs. 3000/- P.M.
xvii)	1 Acre .Double Storey	Rs. 1650/- P.M.	Rs. 5000/- P.M.

Any storey constructed full or part thereof shall be considered as additional storey for the purpose of flat rates. (However the annexe above the garage shall be counted as part of the ground floor only.)

Size of ferrul upto 10 Marla	10mm
Beyond 10 Marla	12mm
1 Acre and above	15mm

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**Revised flat Rate for Commercial/ Industrial/Institutional water Supply.**

The Flat rates for Industrial/Commercial/ Institutional shall be charged @ 150% of the flat rates for residential/ domestic water supply. For the plot area more than 1 Acre the flat rates shall be charged @ Rs. 5000/- plus Rs. 3500 per acre or part thereof.

Basement will not be counted towards a storey. House / Industrial/ Commercial/ Institutional constructed for more than one storey with covered area even, if less than permissible covered area on any floor shall be counted as a additional storey.

It has been observed that lot of water is wasted by the plot owners during the construction of houses by making the water connection at flat rates. In practice, once the water connection is taken on flat rates lot of quantity of water is wasted. To discourage, this practice of wastage of water, it is proposed that meter connection is allowed during construction of house and flat rate during construction are revised is as under:-

**Water charges during construction of Houses before issue of Occupation Certificates**

	Rate per Kilo litre	Flat rate per month
1) Up to 4 Marla	Rs. 3/-	Rs. 200/-
2) Above 4 Marla & upto 6 Marla	Rs. 3/-	Rs. 300/-
3) 3) Above 6 Marla & less than 8 Marla	Rs. 4/-	Rs. 500/-
4) 4) 8 Marla & less than 10 Marla	Rs. 4/-	Rs. 600/-
5) 0 Marla & less than 14 Marla	Rs. 4/-	Rs. 800/-
6) 14 Marla & less than 1 Kanal	Rs. 4/-	Rs. 1000/-
7) 1 Kanal & less than 1.5 Kanal	Rs. 4/-	Rs. 1200/-
8) 1.5 Kanal & less than 2 Kanal	Rs. 4/-	Rs. 1500/-
9) 2 Kanal	Rs. 4/-	Rs. 2000/-

**Water charges during construction of Industrial/Commercial/Institutional places before issue of Occupation Certificates.**

For metered water supply Rs. 4/- per Kilo litre shall be charged. The flat rates for Industrial/Commercial/Institutional upto 2 Kanal plot area shall be charged @ 150% of the flat rates for the domestic residential areas. The flat rates beyond 2 Kanal plot area shall be charged @ Rs. 3000/- plus Rs. 400/- per additional Kanal area of plot or part thereof.

This will make the people go in for meter connection during construction also and to use the water economically.

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**Water supply through Tanker (which shall not be obligatory) shall be charged as under:-**

- 1) For domestic use Rs. 200/- for one tanker of 1000 litre capacity for half day and Rs. 300/- for tanker of 3000 litre capacity for full day.
- 2) If any private tanker wants to use the water supply for domestic purposes he will be charged Rs. 50/- per tanker of 3000 litre or part thereof.

**Charges for Societies**

Water connection shall be allowed to only those societies which are approved by HUDA and fall in the area being developed by HUDA.

- |                                   |   |
|-----------------------------------|---|
| 1. Water connection fee           | <ol style="list-style-type: none"> <li>a) Rs.5000/-for a society upto total area of 4000 sqm.</li> <li>b) Rs. 10,000/-for a total area beyond 4000 sqm. and upto 10000 sqm.</li> <li>c) Rs. 15000/-for more than 10000 sqm. of total area.</li> </ol> |
| 2. Security (Refundable Security) | <ol style="list-style-type: none"> <li>a) Rs. 20,000/-for area upto 4000 sqm.</li> <li>b) Rs. 30,000/-for the area beyond 4000sqm and upto 10,000 sqm</li> <li>c) Rs. 50,000/-for the area more than 10000/- sqm.</li> </ol>                          |

**Water use for the construction purpose shall be charged as under:-**

Minimum charges	Rs. 1000/-per month per connection & in case water is not being used
Metered supply	@ Rs. 4/- K L

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**Flat Rates**

<b>Sr. No.</b>	<b>Max. in Ferrule size</b>	<b>Max. in size of Carrying line</b>	<b>Total area of security</b>	<b>Rates Per Connection</b>
1.	20mm	40mm	upto 2000sqm	Rs. 3000/- PM plus Rs.1000/- additional for each 1000sqm. Area of plot or part thereof more than 2000 sq. mtr.
2.	20mm	40mm	Beyond 2000sqm Upto 4000 sqm.	-do-
3.	20mm	40mm	Beyond 4000sqm Upto 6000 sqm.	-do-
4	25mm	50mm	Beyond 6000sqm Upto 8000 sqm.	-do-
5	25mm	50mm	Beyond 8000sqm Upto 10000 sqm.	-do-
6.	To be decided by Executive Engineer as per site conditions		Beyond 10000sqm	-do-

**Metered Rate for Society after issue of occupation certificate.**

<b>Sr. No.</b>	<b>Domestic</b>	<b>Tariff</b>
		i) Rs. 1.25 P.K.L upto 15K.L. average consumption per flat per month
		ii) Rs. 2.50 P.K.L for average consumption beyond 15 K.L. upto 30 K.L per flat per month (This is irrespective of the fact whether any flat is occupied or not)
		iii) Rs. 3.60 per K.L for consumption beyond average 30 K.L per flat/month.

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The water shall be supplied only in the underground tank of the society taking into consideration only one unit. In case the meter is out of order for more than 2 months flat rate charges shall be levied on the basis of number of flats as under:-

<b>Sr. No.</b>	<b>Covered Area of the flat</b>	<b>Rate per flat</b>
1.	Upto 500sft.	Rs. 50/-
2.	Upto 750sft.	Rs. 75/-
3.	Upto 1000sft.	Rs. 120/-
4.	Upto 1500sft.	Rs. 200/-
5.	Beyond 1500sft.	Rs. 250/-

Sewerage charges will be same on the basis of the number of urinals and W.C. as has been revised for individual domestic unit.

**Water charges for bulk supply to colonizers, Municipal Committee/ Municipal Corporations etc.**

<b>Sr. No.</b>	<b>Water Tariff</b>
1 Metered Water Supply	@ Rs. 2.80 P.K.L

The minimum charges for supplying bulk water to the colonizers/ Municipal Committee/ Municipal Corporations etc. shall be Rs. 10,000/- (irrespective of the consumption) be monthly.

The water will be supplied only in the underground tanks of the colonizers/ Municipal Committee/ Municipal Corporations etc. taking into consideration one unit where ever the pipe line not covered in the E.D.C. for carrying water upto under ground tanks will have to be laid by the client deptt. In case meter is out of order for more than 2 months then the flat rates shall be levied on the basis of size of water supply pipe lines carrying water to the under ground tanks as under:-

<b>Sr. No.</b>	<b>Rate</b>
i) Upto 50mm i/d Water supply pipe line	Rs. 5000/- PM
ii) Above 50mm i/d but upto 65mm i/d pipe line	Rs. 8000/-PM
iii) Above 65mm i/d but upto 80mm i/d pipe line	Rs. 15000/-PM
iv) Above 80mm i/d but upto 100mm i/d pipe line	Rs. 25000/-PM

The water charges for the water supply pipe line above 100mm i/d shall be increased on the basis of the area of water supply pipe line on proportionate basis considering the basic rate for 100mm i/d water supply pipe line @ Rs. 25000/- per month

**Water Connection Fee.**

<b>Sr. No.</b>	<b>Rate per Connection</b>
i) Upto 50mm i/d Water supply line	Rs. 20000/-
ii) Above 50mm i/d upto 65mm i/d pipe line	Rs. 30000/-
iii) Above 65mm i/d but upto 80mm i/d pipe line	Rs. 40000/-
iv) Above 80mm i/d but upto 100mm i/d pipe line	Rs. 50000/-
v) Above 100mm i/d pipe line	Rs. 75000/-

**Security (Refundable)**

<b>Sr. No.</b>	<b>Rate per Connection</b>
i) Upto 50mm i/d Water supply line	Rs. 50000/-
ii) Above 50mm i/d but upto 65mm i/d pipe line	Rs. 75000/-
iii) Above 65mm i/d but upto 80mm i/d pipe line	Rs. 100000/-
iv) Above 80mm i/d but upto 100mm i/d pipe line	Rs. 125000/-
v) Above 100mm i/d pipe line	Rs. 200000/-

Similarly, the revised rate of water supply and sewerage charges for the area adjacent but outside the HUDA sectors shall be as given below:-

**Revised Water Supply and Sewerage charges for the areas adjacent but outside HUDA sectors:-**

There are certain residential, commercial and industrial areas adjacent but outside HUDA sectors. The following minimum rates shall be charged for these areas in respect of water & sewerage facilities to meet with capital cost.

The provision of infrastructures services will not be obligatory for the areas adjacent but outside HUDA sectors. However, individual cases be got approved from CA HUDA. In such cases the services being asked will be payable in advance. In addition to external development charges the connection charges/monthly charges and other charges shall be double than the normal rates of such charges in the area/Urban Estate developed by HUDA for respective categories.

In respect of released areas, which are falling within HUDA sectors, the water supply/sewerage/storm water drainage facilities shall be given only after recovering complete

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external development charges and internal development charges in advance as worked out by HUDA. The regular monthly charges, connection fee and other charges shall be same as is being charged to the plot holders in the areas developed by HUDA for the respective categories.

Villages falling in HUDA sectors or surrounded by HUDA areas Water Supply and sewerage charges will be as in case of areas acquired and developed by HUDA for respective categories. No charge shall be leviable for Public stand post in villages.

Dated: The 18th October 2001

(N.C. Wadhwa, I.A.S.)  
Chief Administrator, HUDA,  
Panchkula

Endst No. CE-HUDA-(M)-2001/8705-8711

Dated: 18-10-2001

A copy of the above is forwarded to the following for information and necessary action:-

1. All the Administrator in HUDA
2. The Chief Controller of Finance, HUDA.
3. The Chief Town Planner, Haryana, HUDA.
4. All the Superintending Engineers of HUDA.
5. All the Executive Engineers in HUDA.
6. P.S. to C.T.C.P. Haryana.
7. P.S. to C.A. HUDA.

-Sd/-  
Executive Engineer (M)  
For Chief Administrator, HUDA,  
Panchkula

**ANNEXURE H-4****WATER CONNECTION :**

1. Application form signed by owner and licensed plumber enlisted by HUDA
2. Attested Photocopy of allotment letter
3. Attested photocopy of possession letter.
4. Attested copy by Architect Enlisted in HUDA approved building plan with approval letter duly showing the water supply line.
5. Receipt of Road Cut.
6. Receipt of Malba Security

**SEWER CONNECTION :**

1. Application form signed by owner and plumber enlisted by HUDA.
2. Attested photocopy of completion certificate.
3. Attested photocopy of possession letter
4. Attested copy of approved building plan with approval letter duly showing the sewer line.
5. Receipt of Road cut.
6. Receipt of Malba Security.