

**Form APR I**  
*[See rule 10(1)]*  
**Form of Application for the grant of a licence**

To

The Competent Authority,

\_\_\_\_\_

Sir,  
I, I/we beg to apply for the grant of a licence to set up a residential/commercial/industrial colony at \_\_\_\_\_ in district \_\_\_\_\_.  
The requisite particulars are as under :-

- (i) Status of the applicant, whether individual/firm/co-operative society/company.
- (ii) in the case of individual -
  - (a) Name
  - (b) Father's name
  - (c) Occupation
  - (d) Permanent Address.
- (iii) In the case of Firms/Co-operative Societies/Companies -
  - (a) Name
  - (b) Address
  - (c) Major Activities
  - (d) Name and address of Partners/Chief Executive/Full time Directors.
- (iv) Whether applicant is income tax payer, if so give income tax account No. \_\_\_\_\_
- (v) Name and address of the bank or banker with which account in terms of section 9 of the Act will be maintained \_\_\_\_\_
- (vi) Details of immovable property held by the applicant \_\_\_\_\_
- (vii) Particulars about financial position :-
  - (a) latest audited accounts in the case of company/firm/cooperative society; and
  - (b) in case of individual details of his bank accounts.
- (viii) Whether the applicant had ever been granted permission to set up a colony under any other law, if so, details thereof
- (ix) Whether the applicant has ever established a colony or is establishing a colony and if so, details thereof \_\_\_\_\_
- (x) Agency to take up external development works -

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| Self | Government Department | Development Authority | Local Authority |
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- (xi) Agency to take up internal development works -

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| Self | Government Department | Development Authority | Development Authority |
|------|-----------------------|-----------------------|-----------------------|

(xii) Any other information the applicant may like to furnish.

2. I/we enclose the following documents in triplicate, namely :-

(i) Copy or copies of all the title deeds and other documents showing the interest of the applicant in the land under the proposed colony alongwith a list of such deeds and other documents and if the land is owned by another person, the consent of the owner of such land to the development of the colony or construction of the building;

(ii) A copy of the shajra plans showing the location of the colony alongwith the name of the revenue estate, khasra number of each field and the area of each field;

(iii) A guide map on a scale of not less than 1:1000 showing the location of the colony in relation to surrounding geographical features to enable the identification of the site;

(iv) A survey map of the land under the colony on a scale of not less than 1:1000 showing the spot levels at a distance of thirty metres and where necessary contour plans and the survey will also show the boundaries and dimensions of the said land, the location of streets of atleast thirty metres of the said land and existing means of access to and from existing roads;

(v) Layout plan of the colony on a scale of not less than 1:1000 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 of each and proposed building lines on the front and sides of plots;

(vi) An explanatory note explaining the salient features of the proposed colony, in particular the sources of the water supply, arrangements for disposal and treatment of storm water and sullage water;

(vii) Plans showing the cross sections of the proposed roads showing in particulars width of the proposed carriage ways, cycle, tracks and footpaths, green verges, position of electric poles and of any other works connected with such roads;

(viii) Plans referred to in clause (vii) indicating in addition the position of sewers, storm water channels, water supply and other public health services;

(ix) Detailed specifications and designs of road works as shown in clause (vii) and estimated cost thereof;

(x) Detailed specifications and designs of storm water and water supply scheme with estimated cost of each;

(xi) Detailed specifications and designs for disposal and treatment of storm and sullage water and estimated cost of works;

(xii) Detailed specification and designs of electric supply including street lighting; and

(xii) Names and qualifications of the Engineers and the consent to execute the development work where the promoter himself is to execute such work;

3. I/We enclose the further following documents, namely :-

(i) Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ drawn on \_\_\_\_\_ bank.

(ii) A copy of the latest statement of annual accounts duly audited by a Chartered Accountant in the case a company or a firm or a cooperative society and disclosure of the account maintained alongwith the name of the bank in the case of an individual.

(iii) Income tax clearance certificate issued by the Income tax authorities.

4. It is further submitted that I/we may be exempted from providing the following amenity or amenities in the proposed colony and an explanatory note in triplicate alongwith plans marked A, B, C, (so on) as to why the said amenity or amenities are not required to be provided in the colony is enclosed.

5. I/we solemnly affirm and declare that the particulars given in para I are correct to the best of my/our knowledge and belief.

Yours faithfully,

Dated :

Place:

Signature of applicant(s)  
along with full name(s).