(See Regulation No. 5.5.1)

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The Chief Executive Authority / Municipal Commissioner/Chief Officer

Urban Development Authority / Municipal Corporation /Area Development Authority/
Nagarpalika

File No: Dated:

Proposed building: (Title of the work)

Plot No.: Area of the Plot:

Address and location of proposed building:

Sir/Mm,

This is to notify you that the construction of the proposed building shall commence on (date). The construction of the building shall be undertaken in compliance with the sanctioned drawings and the Development Regulations.

Enclosed with this Notice are:

1) Detailed Working Drawings including structural design and specifications duly verified and certified by the AOR or EOR and SEOR for the project.

Name of AOR/EOR Name of Clerk of Works:

Registration No.: Registration No.:

Address:
Tel. No.:
Signature:
Signature:
Date:
Date:

Signature of Owner with date

Name Address