

FORM 'A'  
[See rule 3(1) ]

Application form by the Promoter for registration under section 3 of the West Bengal Building  
(Regulation of Promotion of Construction and Transfer by Promoters)  
Act, 1993 (West Bengal Act XX of 1993)

From :

Address :

To  
The Authorised Officer,

Sir,

I/We being the sole proprietor / promoter intend to construct a block/ building containing  
..... flats for the purpose of transfer by sale, gift or  
otherwise do hereby apply for registration of my name/our names under sub-section (1) of section 3 of  
the West Bengal Building (Regulation of Promotion of Construction and Transfer by Promoters) Act,  
1993.

2. Original T.R. Form No. 7 being no. ....dated.....showing  
the payment of prescribed fee of Rs. 2000 (Rupees Two Thousand) only is enclosed herewith.

3. A duly signed statement showing the sources of fund for such construction is enclosed.

4. Registration number, if any, under any other Act (name of the Act to be specified and attested  
photo-copy of such registration is to be furnished).

5. Particulars of land, if already acquired, on which construction is proposed.

6. The manner in which the above land has been acquired (if purchased, the cost of the land to  
be mentioned).

7. Extent of applicant's interest in the land.

8. It is hereby declared that none of the applicants-

(a) is of unsound mind or stands so declared by a competent court, or

(b) is an undischarged insolvent, or

(c) being a discharged insolvent has not obtained from the Court having jurisdiction, a  
certificate that his insolvency was caused by misfortune without any misconduct on his part or

(d) has been convicted of an offence of criminal breach of trust, or

(e) is otherwise incompetent to make any contract under any law for the time being in force, or

(f) the certificates of registration granted previously for construction of any other building was  
cancelled under section 4 of this Act.

Yours faithfully,

Date :

.....  
*Signature of applicant with Seal, wherever applicable.*

FORM "D"  
[See rule 4(1)]

Application form for Permission under sub-section (1) of section of the West Bengal Building (Regulation of Promotion of Construction and Transfer by Promoters) Act, 1993  
(West Bengal Act XX of 1993)

From :

Address :

To

The Authorised Officer,

Sir,

In terms of sub-section (2) of section 3, of the West Bengal Building (Regulation of Promotion of Construction and Transfer by Promoters) Act, 1993 (West Ben. Act XX of 1993),

I/We do hereby apply for permission for construction of building containing .....  
flats at premises No. (Complete address) .....  
under the West Bengal Building (Regulation of Promotion of Construction and Transfer by Promoters) Act, 1993, for the purpose of ..... (details, i.e. sale, gift or otherwise).

2. I have been registered as a promoter in terms of the Act (an attested copy of certificate of registration as promoter bearing Regd. No. .... date ..... is enclosed herewith).

2A. Original T.R. Form No. 7 being No ..... dated ..... showing the payment of prescribed fees for permission for construction of Rs. .... (in figure/in word ..... only is enclosed.

3. Required particulars are furnished below :

- (a) Detailed description of the land with a site plan;
- (b) The nature of title to the land (copy of title documents to be annexed);
- (c) Details of the agreement between the owner of the land and the promoter authorizing the later to undertake construction (copy of agreement to be annexed);
- (d) The nature of encumbrances on such land including any right title or interest or claim of any party in or over such land;
- (e) The total covered floor areas, the number of flats proposed to be constructed and the approximate size of the flats and facilities including common area facilities prepared by the appropriate authority;
- (f) Copy of the sanctioned plan;
- (g) Details of specifications of the construction of building as approved by any Competent Authority under any law for the time being in force;
- (h) The estimated expenditures for such construction duly authenticated by appropriate authority competent for preparing estimate and the sources from which the expenditure shall be financed.
- (i) Details of financial arrangements made with any Bank or financial institution, and of legal safeguards, if any. Taken for such construction or transfer by sale, gift or otherwise;
- (j) Details of advance payment or deposits proposed to be taken from intending purchasers of flats;
- (k) The date within which possession of flats proposed to be handed over to the purchasers;
- (l) Copies of agreements entered into or proposed to entered into with the purchasers of flats;
- (m) Name of Architect/Engineer any other person authorized to submit such plan under any other law for the time being in force who have prepared/will prepare the plans and estimates of the proposed construction together with address;
- (n) Name and address of Contractor/Contractors engaged or proposed to be engaged for the construction;
- (o) Copy of up-to-date Income Tax Return submission/Sales Tax (VAT, if applicable) clearance of the applicant to be furnished.

4. I/We do hereby declare and affirm that the above particulars are true to the best of my/our knowledge and information and that nothing has been suppressed in this application, If any information is found to be incorrect or contrary to the provisions of the – Act or any other law in force, if any, suppression of any material and relevant information is subsequently detected, I/we shall be liable to be proceeded against under the law. Any change in the above information at any stage shall be brought to your notice in writing by me/us within a week from the date of such change with reasons thereof. I/We do hereby also undertake that when completed, a completion certificate duly issued by the Competent Authority shall be sent to you within 15 (fifteen) days from the date of receipt.

Yours faithfully,

Date :

(Signature of applicant with Seal, wherever applicable)