

Directorate name: Urban Development & Municipal Affairs - UD & MA

Auto-renewal of Trade License

- 1) Aadhaar Card (Allowed Maximum file size-200KB, pdf jpg jpeg PIPEG Only).
- 2) Driving Licence (Allowed Maximum file size-200KB, pdf jpg jpeg PIPEG Only).
- 3) For Partnership Firm > copy of all Partnership deeds. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 4) For premises in any market owned by Government/Municipal Body and Government Campus > the agreement copy of the actual tenant/lessee with the Government or Municipal Body. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 5) For premises in the Co-operative Housing Society > consent letter in original from the Secretary of the Co-operative Society/appropriate authority. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 6) For premises in the Govt. Housing Estate > No Objection Certificate from the Competent Authority. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 7) For rent free premises > current consent letter mentioning the area received from the consenter in original along with Certificate of Entitlement of the consenter (if any) along with the current Municipal Property Tax Receipt of the consenter. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 8) For the lessee of the premises > copy of the Lease Agreement. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 9) For the owner of the premises > current Municipal Property Tax Receipt. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 10) For the premise duly purchased > certificate copy of the Conveyance Deed/IGR Receipt copy duly certified by the concerned advocate confirming registration of the purchase. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 11) For the tenant of the premises > photo copy of the current Rent Receipt/Challan from Rent Control. (Allowed Maximum file size-2048KB, pdf jpg jpeg PIPEG Only).
- 12) Passport (Allowed Maximum file size-1024KB, pdf jpg jpeg PIPEG Only).
- 13) Voter Card/EPIC (Allowed Maximum file size-200KB, pdf jpg jpeg PIPEG Only).

Building Occupancy Certificate

Building Plan approval

Commencement of Work

e-Mutation under ULBs

HDA Water Charges

HDA Water Connection

1) Land possession certificate/document (Allowed Maximum file size-200KB, pdf Only).

Plinth level Certificate

Renewal of Online Water Charges for Water Connection at SJDA

1) Building Plan Sanctioned by Competent Authority (Allowed Maximum file size-1024KB, pdf Only).

2) sale deed/lease deed (Allowed Maximum file size-1024KB, pdf Only).

Road Cutting permission/Right of Way

Sewer and/or Drain Connection

Trade License - UD & MA

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- 13) Voter Id/EPIC (Allowed Maximum file size-200KB, pdf jpg jpeg PIPEG Only).

Urban Land Ceiling Clearence

Water Connection - UD & MA

- 1) Certificate of Licensed Plumber (Allowed Maximum file size-200KB, pdf Only).

- 2) Copies of approved final layout drawing of house sewer pipe/drain (Allowed Maximum file size-200KB, pdf Only).
- 3) Copies of approved final layout drawing of water line (Allowed Maximum file size-200KB, pdf Only).
- 4) Copy of approved Completion Plan (Allowed Maximum file size-200KB, pdf Only).
- 5) Occupancy Certificate (Allowed Maximum file size-200KB, pdf Only).
- 6) Organisation PAN (Allowed Maximum file size-200KB, pdf Only).
- 7) Organisation TAN (Allowed Maximum file size-200KB, pdf Only).
- 8) PAN Card (Allowed Maximum file size-200KB, pdf Only).
- 9) Photo ID Document (Allowed Maximum file size-200KB, pdf Only).
- 10) Up to date paid up Municipal Property Tax receipt of the concerned holding (Allowed Maximum file size-200KB, pdf Only).

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