

FORM – 003

_____ MUNICIPALITY / CORPORATION

APPLICATION FOR SUBMISSION OF REVISION/GENERAL REVISION PETITION AGAINST ASSESSMENT / RE-ASSESSMENT OF PROPERTY TAX

File No
(to be generated by CSC)

A. Applicant Particulars:

1. Name of the Applicant	
2. S/o, D/o, W/o.	
3. Address for correspondence	
4. Contact (Mobile) No.	

B. Details of property of which the tax is to be revised :

1. Door No.	
2. Assessment No.	
3. Category of Ownership	
4. Property Type	
5. Apartment / Complex Name	
6. Amenities :	1. Lift [] 2. Toilets [] 3. Water Tap [] 4. Cable Connection [] 5. Electricity [] 6. Attached Bathroom [] 7. Water Harvesting []

C. Assessment Details :

i) Extent of Site (in Sq.mts):

ii) Floor-wise Details:

Floor No.	Classification of the Building (*)	Nature of Usage (Residential/Non-Residential)	In case of NR, detailed usage (**)	Firm Name	Occupancy (Owner/Tenant)	Occupant Name	Construction date

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Effective from Date	Length (in Meter)	Width (in Meter)	Plinth Area (in Sq.Mt.)	Building Plan Permission No.	Building Plan Permission date	Plinth Area in Building Plan

D. Documents:

i. Document Type	1. Patta Certificate (issued by Revenue Dept.) [] 2. Registered will deed [] 3. Un-registered will deed [] 4. Decree by Civil Court [] 5. Un-registered Documents / Notary Document [] 6. Registered Document []
ii. Certificate No. & Date (required only for patta certificate)	
iii. MRO Proceedings No. & Date (required only for patta certificate)	
iv. Deed No. & Date (required for Registered/Un-registered will deed)	
v. Testator and Witnesses Signed (required if Un-registered will deed)	
vi. Decree No. & Date (required for decree by civil court)	
vii. Name of Court (required for decree by civil court)	
viii. Document No. & Date (required for Registered Document)	

E. Enclosures:

- | | |
|--|---------|
| 1. Photo of Property / Land | [] |
| 2. Building Permission copy | [] |
| 3. Attested copies of Property Documents | |
| i. Patta Certificate | [] |
| ii. MRO Proceedings | [] |
| iii. Will Deed | [] |
| iv. Decree Document | [] |
| v. Registered Document | [] |
| 4. Two Non-Judicial Stamp papers of Rs.10 each | [] |
| 5. Copy of Death Certificate / Succession Certificate / Legal Hair Certificate | [] |
| 6. Any other document | [] |

Applicant Undertaking

I hereby declare that all the information mentioned above is true to my knowledge. In case of any discrepancies I will be held responsible.

Signature of the Applicant

Office Use only

I have verified the application and the enclosures and the application qualifies for further verification.

Name & Signature of the Receiver

Note:-

1. Classification of Building: (*)

RCC posh, RCC Ordinary, Madras Terrace, Mangalore Tiles, Country Tiles, AC or Zinc Sheet

2. Non-Residential detailed usage ()**

Shop, Shopping complex, Office, Bank, ATM, Hospital, Clinic, Dispensary, Lab, Educational Institute, Hostel, Gym, Star Hotel, Bar/Pub/Restaurant, Hotel, Guest House, Gowdown, Petrol Bunk, Industry, Cinema Theatre, Multi/group theatres, Function Hall, Any other usage (specify the usage)