

{See Decision No. (4) below Rule 18 of the CCS (Conduct) Rules ,1964}

FORM OF REPORT /APPLICATION FOR PERMISSION TO THE PRESCRIBED AUTHORITY FOR THE BUILDING OF OR ADDITION TO A HOUSE

To

The Pr.Secretary (personnel) to the
Government of Himachal Pradesh
Shimla -171002.

Madam /Sir,

With due regard, it is inform you that I propose to build a house and it is therefore, requested that necessary permission may be granted in my favour for this purpose. The estimated cost of the land and material for the construction of house is given below:

1) Land	
Location	
Survey Number	
Village	
District	
State	
2) Area	
3) Cost	
4) Building materials etc.	
a) Bricks	
b) Cement	
c) Iron and Steel	
d) Timber	
e) Sanitary Fittings	
f) Electrical Fittings	
g) Any other Special Fittings	
h) Labour charges	
i) Other charges, if any	
Total Cost of land and building:	

It is also informed that the construction work will be supervised by myself and the construction work will be done by contractor.

I donot have any official dealings with contractor nor did I have any official dealings with him in the past.

The cost of the proposed construction will be as under:

- i) Own savings
- ii) Loans /advances with full details:

iii) Other sources with details

Yours Faithfully,

Name

Designation

Dated

Place