

FORM IA

Application for change of character, conversion or alteration in the mode of use of land
(See sub-rule (1) of rules 5A)

FROM:

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(State Name and Address of the Applicant(s))

To: The District Land and Land Reforms Officer/
Sub Divisional Land and Land Reforms Officer/
Block Land and Land Reforms Officer

Sub: Application for change of character, conversion or alteration in the mode of use of land.

Sir,

I/we have the honour to apply for permission for change of character, conversion or alteration in the mode of use of the land/land having water body for the purpose of

2. The particulars of the land/land having water body with respect to which such permission is required are furnished below:-

(1) Name of the District :

(2) Name of the Block :

(3) Name of the police station :

(4) Name of mouza :

(5) Jurisdiction list No :

(6) Khatian No(RS & L.R) :

(7) Plot No (R.S & L.R) :

(8) Area of the Plot(R.S & L.R) :
(If part plot, specify the area and portion)

(9) Existing Classification of the plot

3. The following documents, in duplicate are enclosed with this application:-

(1) Copy of mutation certificate or copy of current record-of-rights.

(2) Copy of current rent receipt.

- (3) Sketch map showing the plot in question with side measurement and its surroundings including approach road (may not be the scale).
- (4) Affidavit for creation of compensatory water body.
(Applicable in cases where the application relates to change or conversion of the land having water body of any description or size).
- (5) Copy of no objection certificate of the West Bengal Pollution Control Board.
(Applicable only in such cases wherever such certificate is required).
- (6) Copy of the Detailed Project Report (DPR) duly vetted by the Competent Authority.
(Applicable only in cases where the application relates to change, conversion or alteration of land for industrial, commercial or housing complex).

4. I/we also declare and undertake:-

- (1) That the land, in question shall be used strictly for the purpose for which such permission shall be granted.
- (2) That there is no bargadar, in the land, in question.
- (3) That no work shall be done on the land, in question that may lead to conversion of the same unless permission as sought for is granted.
- (4) That necessary approval or permission or licence shall be obtained from the appropriate authority as required for execution of the work on the land, in question as soon as permission for conversion as sought for is granted.

5. I/we further declare –

- (1) That the land, in question is under peaceful possession of myself/ourselves and it is free from all encumbrances.
- (2) That the land, in question is not involved in any proceeding for vesting under the provisions of any law.
- (3) That the land, in question is not involved in any court case which prohibits such conversion, change or alteration in the mode of use of the land.

6. I/we also declare and undertake that in case it is proved at any point of time that the documents furnished and the statements made hereinabove are not true and correct. I/we am/are liable for any legal action which will be taken by the competent authority in this regard including cancellation or order granting change of character, conversion or alteration in the mode of use of land as sought for.

Encl.: As stated above.

Yours faithfully,

Place:
Date:

(Full signature of the applicant(s)

(with seal) if any)

FORM IB

AFFIDAVIT

(Sec sub rule (2) of rule 5A

I/We do hereby solemnly affirm and declare as follows:-

(1) That I/we undertake to create compensatory water body of equal or larger size of the value body which is sought to be changed, converted or altered.

(2) That I/we undertake to create such compensatory water body on the land details of which are furnished below:-

- (a) Name of the District :
- (b) Name of the police station :
- (c) Name of mouza :
- (d) Jurisdiction list No :
- (e) Khatian No (RS & L.R) :
- (f) Plot No (R.S & L.R) :
- (g) Area of the Plot(R.S & L.R) :
(If part plot, specify the area and portion)
- (h) Existing Classification of the plot :

(3) That I/we undertake to create such compensatory water body on the land in question within a period of 90 days from the date of issue of the order granting change conversion or alteration of the water body as sought for.

(4) That I/we undertake to maintain the water body as so created in proper and appropriate manner.

(5) That I/we undertake to submit before the District Land and Land Reforms Officer the documents showing creation of compensatory water body within a period of 15 days after expiry of the stipulated period of 90 days for creation of such compensatory water body.

(6) That I/we undertake that in case of failure to create such compensatory water body within the stipulated period 90 days I/we shall not raise any objection for cancellation of the order granting change, conversion or alteration of the water body for which permission is sought for.

(7) I/we also undertake to restore the said water body at my/our cost if already changed, converted or altered within a period of 90 days from the date of issue of direction by the District Land and Land Reforms Officer for such restoration.

(8) I/we further undertake to pay restoration cost as and when the same may be asked for to pay by the District Land and Land Reforms Officer.

Date:

(Full signature of the applicant(s) with seal, if any)

Identified by me
(Advocate)

DECLARATION FORM

I, Sri/Smt son of /Daughter of Sri/Smt residing at District do hereby affirm and declare as follows.

1. That I am the absolute owner of the plot of the land described in the schedule below by way of transfer vide registered Deed No.....dated..... inheritance being the legal heir of.....from whom it is so inherited on.....due to.....
2. That I have possessed the said plot of land since..... uninterruptedly and it is free from all encumbrances.
3. That the said plot of land is neither vested nor acquired by the Government and there is no processing initiated in respect of the said plot of land for its vesting or acquisition till date.
4. That the said plot of land is not vested/does not fall under the purview of the Urban Land (ceiling & Regulation) Act 1978.
5. That the said plot of land is not involved in any Court Case.
6. That I shall apply for long term settlement of the said plot of land on such terms and conditions and on payment of such salami and rent as the State Government may fix in this regard, if the said plot of land is found to have already been vested in the State at any point of time. In case of failure to do so, I shall forthwith make over vacant and peaceable possession of the said plot of land to the State Government.
7. That I shall make over possession of the said plot of land to the State Government without any claim, if the said plot of land is found to have already been acquired by the State Government at any point of time.
8. That I shall pay regularly the land revenue in respect of the said plot of land as may be fixed by the State Government in accordance with the provision of the West Bengal Land Reforms Act 1955 as amended from time to time.
9. That I shall abide by all the terms and conditions as may be fixed by the State Government from time to time for holding the said plot of land as per provision of any law for the time being in force.
10. That the mutation granted shall be liable to be cancelled if any information provided with the mutation application is found to be not true.
11. That the Statements made hereinabove are true to the best of my information knowledge and belief and nothing material has been cancelled therein.

DESCRIPTION OF THE PLOT OF LAND

District	Police Station	Mouza with JL No	Khatian No	Plot No	Total Area	Area owned

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(Full Signature of the Declarant)