

Notarised under taking to be executed  
On Rs.100/- N.J. Stamp Paper

**AFFIDAVIT - (A1)**  
**(ULC)**

I, Shir /Smt  
..... S/o. / W/o.  
..... Aged about ( ) years,  
R/o. .... situated at  
.....  
do hereby solemnly affirm and state on Oath as Under:

I, Submit that I am aware about the provisions contained under A.P. Municipal Law and A.P.Urban Areas (Dev) Amendment Act, 1992 i.e., Act no.7 of 1992.

I am the owner of the property bearing no .....  
situated at  
.....  
admeasuring ..... Sq.mtrs. I have submitted attested copy of title deeds of  
land / building duly attested by a Gazetted Officer.

I am within the limits prescribed under the Ceiling Act as our property is not exceeding Ceiling Limits.

I declare that the total extent of land held by me, our spouse or unmarried children does not exceed the ceiling limits.

In the event of any claim set forth by the Competent Authority under the Urban Land Ceiling Act whereby it has been declared that I am holding excess land I shall be solely responsible for the consequences arising there to, and mere grant of permission will not create any legal right in me and I hereby declare that I will surrender such extent, if so declared and acquired without any objection whatsoever either on my behalf or on behalf of my spouse or unmarried children.

It is submitted that I am within the ceiling limits. As per the provisions under sec.2(4) (b) I am submitting this affidavit which may be treated as declaration it claiming the real facts as per the provisions of the Act. Hence this affidavit is submitted.

DEPONENT

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## UNDERTAKING - (B1)

This undertaking is executed on this day i.e. .... of  
..... by Sri / Smt. ....  
S/o., W/o., D/o. .... R/o.  
..... Situated at .....  
Hyderabad / Secunderabad, herein after called the 1<sup>st</sup> Party which term shall include their  
Legal heirs, successors, agents assignees and tenants in favour called the 2<sup>nd</sup> party which  
term shall include their representatives, agents, officials, staff of M.C.H.

WHEREAS, the 1<sup>st</sup> party has applied for permission for the construction of  
..... in premises No. ....  
situated at ..... Whereas, the 2<sup>nd</sup> party imposed the following  
conditions for granting the permission for the building.

- (A) PARKING SPACE:** The parking space is provided in the Building Cellar/Stilt floor for parking of vehicles and it should not be converted (or) misused for any other purpose other than parking of vehicles and it should be free from all cross walls / partition walls, and rolling shutters should not be erected at any time in future and the 2<sup>nd</sup> party is at liberty to demolish (or) remove the same without any notice in case, if the 1<sup>st</sup> party violates the undertaking executed.
- (B) BALCONY PROJECTIONS:** The balconies shall not be enclosed by converting them as toilets/bathrooms or including into rooms by reducing the mandatory open spaces and if any such constructions is made, the same would be removed by 2<sup>nd</sup> party without giving any notices.
- (C) PAYMENT OF SPECIAL COLLECTION CHARGES FOR GARBAGE:**  
That the 1<sup>st</sup> party should pay special collection charges for garbage disposal as prescribed for garbage refuse collection.
- (D) PAYMENT OF SPECIAL SANITATION FEE:** That the 1<sup>st</sup> party should pay special sanitation fee for the routine clearing and desilting of storm water drain.
- (E) STOCKING OF BUILDING MATERIAL & DUMPING OF DEBRIS:**  
That the 1<sup>st</sup> party should not stock the building material and dump any debris on the road margining / footpath or on MCH or Government land.
- (F) No. OF UNITS:** The number of ( ) units permitted should not be increased and the building should not be converted into group housing and sold at any time in future.
- (G) PERCOLATION PITS & TERRACE WATER COLLECTION:** The paved surface around the building shall be provided with percolation pits of 4' x 4' x 4' covering atleast 30% of such area and provide terrace water collection and open ground as per Para 16(b) & (c) of G.O.Ms.No.423, M.A., dated: 31.07.1998.

### **THE 1<sup>ST</sup> PARTY IN TOKEN OF ACCEPTING THE ABOVE CONDITIONS IMPOSED BY THE 2<sup>ND</sup> PARTY HEREBY UNDERTAKE THAT:**

- (a)** The parking space provided in the stilt / cellar for parking of vehicles in the Residential flats / Commercial complex will not be converted (or) misused for any other purpose other than parking and it will be free from any partition walls /cross and rolling shutters will not be provided at any time in future and the 2<sup>nd</sup> party is at liberty to demolish (or) remove the same if provided without any notice.

- (b) That the balconies will not be converted into toilets, bath & WCs, Staircase, landing or convert into rooms etc., and if any such construction is made the 2<sup>nd</sup> party is at liberty remove them without any notice.
- (c) That I / We or Purchaser of the flats / shops etc., will pay the special collection charges for the garbage disposal as prescribed for garbage refuse collection on demand from 2<sup>nd</sup> party.
- (d) That I / We or Purchaser of the flats / shops etc., will pay the special sanitation fees for the routine clearing, desilting of storm water drain on demand from 2<sup>nd</sup> party.
- (e) That I / We will not stock the building materials and do not dump debris on the road margin, foot-path and on MCH land and the 2<sup>nd</sup> party is at liberty to remove / seize such material or impose fine on 1<sup>st</sup> party.
- (f) The number of ( ) units permitted will not be increased and the building should not be converted into group housing and sold.
- (g) That he / she will provide percolation pits of size not less than 4' x 4' x 4' size in the paved surface of the building, covering atleast 30% of such area and the pits shall be filed with small pebbles or brick jelly or river sand and covered with perforated concrete slabs. Further terrace water collection and open ground will be provided as described in Para 16(b) & (c) of G.O.Ms.No.423, M.A., Dated:31.07.1998 depending on the site conditions.

If the 1<sup>st</sup> party violates any of the above condition, the 2<sup>nd</sup> party is at liberty to take any action deemed fit.

**FIRST PARTY**

WITNESSES:

- 1.
- 2.

VERIFICATIONS:

I, the above named deponent do hereby solemnly affirm and certify that I have voluntarily executed this Affidavit/Undertaking and that its contents are true to the best of my knowledge.

Verified on this day of ..... at Hyderabad.

DEPONENT

ATTESTED BY:

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**UNDER TAKING - (C1)**

This under taking is executed on this ..... day of ..... 20001  
A.D at Hyderabad, Andhra Pradesh, India. **Jointly By:**

**I. Owners:**

Sri / Smt. ....S/o., W/o., D/o.  
..... Aged ..... occupation .....  
R/o. P.No. .... Locality  
.....

**II. Builders :**

( In case if it is entrusted to builder)  
Name of the Builder .....  
Address .....  
.....

**III. Architect:**

Name of the Architect .....  
MCH Reg.No. ....  
Address .....  
.....

**IV. Structural Engineer:**

Name of the Structural  
Engineer. ....  
MCH Reg.No. ....  
Address .....  
.....

Here in after called the parties of the Ist part, which terms shall include their legal heirs successors, agents, assignees etc.

**In favour of** the Commissioner, MCH, here in after called the 2<sup>nd</sup> party, which terms shall include, their representatives, agents, officers and staff of the MCH.

Where as the persons 1 & 2 being parties of the 1<sup>st</sup> party have applied for the building permission for the proposed construction of residential / commercial building consisting of ..... at P.No. .... .. situated at ..... In accordance with the provision of G.O.Ms.No.423, M.A., Dt:31.07.1998 and G.O.Ms.No.541, M.A., Dt:17.11.2000.

Where as the 2<sup>nd</sup> party imposed the following conditions for grant of the building permission:

- I. That the 1<sup>st</sup> party shall employ a site Engineer, who shall maintain a register in which, the site Engineer, Architect and Structural Engineer shall record their comments at regular intervals i.e. at foundation level, and at each roof, slab level, and submit the periodical report to the 2<sup>nd</sup> party.
- II. That the construction work shall strictly be proceeded with under the supervision of the Architect, Structural Engineer and Site Engineer, without which it shall be treated as construction without permission.
- III. That in case Site Engineer / Structural Engineer / Architect is changed during the course of construction **or** the Architect / Structural Engineer / Site Engineer disassociates themselves with on going project, the fact shall immediately be reported to the 2<sup>nd</sup> party i.e. with in seven days by registered post / in person along with consent of newly engaged site Engineer / Architect / Structural Engineer.

IV. That all the parties of the 1<sup>st</sup> part viz Owner, Builder, Architect, Structural Engineer and Site Engineer shall jointly and severally be held responsible for the structural stability during the building construction.

The 1<sup>st</sup> party in token of accepting the above conditions imposed by the 2<sup>nd</sup> party here by under takes and assures that all the above conditions will be strictly adhered too, and if the 1<sup>st</sup> party commits violation of any of the above conditions, the 2<sup>nd</sup> party is at liberty to take action deemed fit.

We the above named deponent do hereby solemnly affirm and certify that we have voluntarily executed, this under taking with free will and signed this ..... day of ..... 2001 in presence of the following witness.

Witness :

- 1)
- 2)

Parties of 1<sup>st</sup> part

- 1)
- 2)

Sworn & signed before me.

Notary

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**Declaration - cum - Under Taking - (D1)**

I / We \_\_\_\_\_, S/o., D/o., W/o.,  
\_\_\_\_\_  
aged \_\_\_\_\_, Occupation \_\_\_\_\_  
R/o. \_\_\_\_\_ do hereby declare and solemnly affirm as  
follows:

That I/ We are the owners of the Site P. No. \_\_\_\_\_,  
situated at \_\_\_\_\_ bearing Sy.No. \_\_\_\_\_  
corresponding to T.S.No. \_\_\_\_\_ Block No. \_\_\_\_\_ Wd.No. \_\_\_\_\_, of  
\_\_\_\_\_ Village of \_\_\_\_\_ Mandal \_\_\_\_\_  
District admeasuring \_\_\_\_\_ Sq.Mtrs. and that we have applied for the  
building permission for construction of Residential / Commercial Buildings consisting of  
\_\_\_\_\_ at the above said premises / site.

That I am / we are taking up the construction of the said building by my self /  
our selves and that I am / we are not entrusting the work to any builder or any other person.

I / We hereby under take that I am / We are solely responsible for execution of the  
building construction work according to plan sanctioned by MCH, under the strict  
supervision of the Architect, Structural Engineer, and Site Engineer engaged by me / our  
selves for the purpose.

Hence this declaration cum under taking .

In wittness therefore, I / We execute this on this the \_\_\_\_\_ day of \_\_\_\_\_  
2001.

DEPONENT

**Witness**

- 1)
- 2)

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**Declaration – cum – Under Taking - (D2)**

I / We \_\_\_\_\_ , S/o., D/o., W/o.,  
\_\_\_\_\_  
aged \_\_\_\_\_, Occupation \_\_\_\_\_  
R/o. \_\_\_\_\_ do hereby declare and solemnly affirm as follows:

That I/ We are the owners of the Site P. No. \_\_\_\_\_, situated at \_\_\_\_\_ bearing Sy.No. \_\_\_\_\_ corresponding to T.S.No. \_\_\_\_\_ Block No. \_\_\_\_\_ Wd.No. \_\_\_\_\_, of \_\_\_\_\_ Village of \_\_\_\_\_ Mandal \_\_\_\_\_ District admeasuring \_\_\_\_\_ Sq.Mtrs. and that we have applied for the building permission for construction of Residential / Commercial Buildings consisting of \_\_\_\_\_ at the above said premises / site.

That I / we have entrusted the Construction of the said building to \_\_\_\_\_ Builder / Construction firm, the details of which are as given below:

Name of the Builder \_\_\_\_\_  
Construction Firm \_\_\_\_\_  
Represented by \_\_\_\_\_  
Present Address \_\_\_\_\_  
Permanent Address \_\_\_\_\_  
Regd. No. if any \_\_\_\_\_

That I am / We are also jointly and severly responsible along with Builders, Architect, Structural and Site Engineer, for the execution of building according to sanctioned plan.

That I am / We are fully aware of the provision of G.O.541-MA, dated 17-11-2000 and I / We under take to abide by the same.

DEPONENT  
(Owner)

I / We being individual / firm / company / Society / represented by \_\_\_\_\_ as \_\_\_\_\_ address \_\_\_\_\_ have been entrusted to construct the building consisting of \_\_\_\_\_ for \_\_\_\_\_ purpose in P.No. \_\_\_\_\_ situated at \_\_\_\_\_ by the owners Sri. / Smt. \_\_\_\_\_. On \_\_\_\_\_ by virtue of a Regtd. Development Agreement (copy of which is enclosed herewith).

We hereby undertake to carryout and complete the construction strictly according to the plan sanctioned by MCH.

We are jointly and severally responsible for the execution of building according to sanctioned plan along with owners and Architect, Structural Engineer & Site Engineer engaged by us for the purpose for the purpose of supervision.

We are fully aware of all the provisions of G.O.Ms.No.541, M.A., Dt:17.11.2000 and hereby undertaking to abide by the same.

Hence this declaration cum under taking .

In witness therefore, I / We execute this the \_\_\_\_\_ day of \_\_\_\_\_ 2001.

DEPONENT

1. Builders
2. Owners

**Witness**

- 1)
- 2)

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**UNDER TAKING (D3)**

This under taking is executed on this ..... day of ..... 20001  
A.D at Hyderabad, Andhra Pradesh, India. **Jointly By:**

**I. Owners:**

Sri / Smt. ....S/o., W/o., D/o.  
..... Aged ..... occupation .....  
R/o. P.No. .... Locality  
.....

**II. Builders :**

( In case if it is entrusted to builder)

Name of the Builder .....  
Address .....  
.....

Here in after called the parties of the Ist part, which terms shall include their legal heirs successors, agents, assignees etc.

**In favour of** the Commissioner, MCH, here in after called the 2<sup>nd</sup> party, which term shall include, their representatives, agents, officers and staff of the MCH.

Where as the parties of the 1<sup>st</sup> party have applied for the building permission for the proposed construction of residential / commercial building consisting of ..... at P.No. .... .. situated at ....., in accordance with the provision of G.O.Ms.No.423, M.A., Dt:31.07.1998 and G.O.Ms.No.541, M.A., Dt:17.11.2000.

Where as the 2<sup>nd</sup> party imposed the following conditions for grant of the building permission:

That the 1<sup>st</sup> party shall not deliver the possession of any part of builtup area of the above said building proposed to be constructed at the above site by way of sale / lease, unless and until occupancy certificate is obtained from the 2<sup>nd</sup> party by providing all the regular service connections to each portion of the building requires for occupation.

The 1<sup>st</sup> party in token of accepting the above conditions imposed by 2<sup>nd</sup> party according to G.O.Ms.No.541, M.A., Dt:17.11.2000, hereby undertakes and assures the 2<sup>nd</sup> party that;

We will not deliver the possession of any part of the built up area of building constructed by us to any purchaser or tenant unless & until the occupancy certificate is obtained by us from this 2<sup>nd</sup> party by submitting the following:

- a) Building Completion Certificate issued by the Architect duly certifying that the building is completed as per the sanctioned plan.
- b) Structural stability certificate issued by the Structural Engineer duly certifying that the building is structurally safe and the construction is in accordance with the specified designs
- c) An extract of the site registers containing inspection reports of Site Engineer, Structural Engineer and Architect.
- d) Insurance Policy for the completed building for a minimum period of three years.

We the above named deponents do hereby solemnly affirm and certify that we have voluntarily executed, this undertaking with free will signed on this ..... day of ..... 2001 in presence of the following witness.

Witness :

Parties of 1<sup>st</sup> part

1)

1)

2)

2)

Sworn & signed before me.

Notary

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(E1)

To  
The Municipal Corporation of Hyderabad,  
Tankbund Road,  
Municipal Complex,  
Hyderabad.

Sir,

I hereby certify that the erection, re-erection of material, alteration, demolition in/of  
building premises No.  
..... shall be carried out  
under the supervision and further I certify that all designs, constructions and the materials  
(type and grade and workmanship) of the work shall be generally in accordance with the  
general and detailed specifications submitted along with and as per standards specified by the  
National Building Code and Bureau of Indian Standards and that the work shall be carried  
out according to the sanctioned plan.

We, the undersigned are held responsible for structural and other safety of the  
building during construction and after completion. The structural design including Geo-  
Technical aspects shall be in accordance with the National Building Code of India. All  
materials and workmanship shall be a good quality confirming to the Bureau of Indian  
Standards Specifications and codes. Accordingly, the Corporation can processed for the  
legal action if any such structural failures occur during of after the construction.

- 1) Signature of the Site Engineer :  
name and Address
- 2) Signature of the Architect :  
name and Address
- 3) Signature of the Structural Engineer :  
name and Address
- 4) Signature of the Land Owner :  
name and Address
- 5) Signature of the Builder / Contractor :  
name and Address

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Wherever required

**UNDERTAKING – (F1)**  
**(ROAD WIDENING)**

This undertaking is executed on this the ..... day of .....  
2001 by ..... W/o.  
..... R/o.  
..... Situated at  
..... Hyderabad / Secunderabad  
herein after called the 1<sup>st</sup> party which term shall include their legal heirs, successors, assigns  
and tenants in favour of the Commissioner, MCH, herein after called the 2<sup>nd</sup> party which  
term shall include his representatives, agents, officials, staff of MCH.

WHEREAS, the 1<sup>st</sup> party has applied to the 2<sup>nd</sup> party for permission to construct  
residential / commercial ..... consisting  
..... Pr.No. ....  
situated ..... Hyderabad / Secunderabad.  
WHEREAS, the 2<sup>nd</sup> party has put in a condition that:

The land and the existing structures are/is getting effected in road widening  
throughout the frontage of the plot adm. Sq.mtr should be surrendered  
to the MCH for road widening before releasing the approved plan free of cost  
without claiming any compensation towards the land and the structures existing on  
the road widening site. Further, he should not claim any FSI in future and should  
restrict the FSI on net area.

The first party in token of accepting the above conditions hereby undertake that  
they are herewith handing over the physical possession of the strip of land to the  
Commissioner, MCH on this the day of ..... 2000 free of cost before  
commencing the construction without claiming any compensation towards land and  
structures. The above undertaking is executed by me with free will and due consciousness  
for having obtained permission for the construction of residential / commercial building in  
the Pr.No. .... situated at  
..... Hyderabad/Secunderabad.

FIRST PARTY

WITNESSES

- 1)
- 2)

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Wherever required

**UNDERTAKING (G1)**

**(For Construction of Ground + 3 upper floors only)**

Sri/Smt..... S/o.....  
....., Hyderabad / Sec'bad do hereby solemnly affirm as follows  
:

That we are the owners of side property bearing No.....  
....., situated at ....., Hyderabad / Sec'bad,  
admeasuring ..... sq.mts and we have applied for the Building Permission for  
residential building consisting of G F + 3 upper floors at the above premises.

We hereby undertake that we shall not deviate sanctioned plan and convert  
the individual residential building into group housing apartments MCH is liberty to take  
action under the provision of MCH act without notice.

Hence the undertakings.

I witness therefore, we execute on this the ..... day of  
.....

**DEPONENT**

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Wherever required

**Form for Supervision of Building Work**

To  
The Municipal Corporation of Hyderabad,  
Hyderabad (AP)

Sir,

I hereby certify that the erection, re-erection of material alteration demolition in / of building No ..... of ..... revenue No..... on / in Plot No. .... in Colony / Street ..... Mohalla Bazar ..... City No. .... shall be carried out under the supervision and I certify that all the materials (Type and grade and the workmanship of the work shall be generally in accordance with the general and detailed specifications submitted along with, and that the work shall be carried out according to the sanctioned plans.

Signature of Architect / Engineer / Supervisor

.....

Name of Architect / Engineer / Supervisor

.....

**IN BLOCK LETTERS**

.....

Licence No. of Architect / Engineer / Supervisor

.....

Address of Architect / Engineer / Supervisor

.....

Dated :.....

