

**APPLICATION FOR ALTERATION PERMISSION OF STRUCTURE**  
**CONSISTING OF SINGLE DWELLING UNIT CONSTRUCTED/EXISTED**  
**PRIOR TO THE COMMENCEMENT OF THE GOA PANCHAYAT RAJ ACT, 1994.**

To,

The Sarpanch/Secretary,

Village Panchayat \_\_\_\_\_,

Taluka \_\_\_\_\_

- 1) Name and address of Applicant:-
- 2 a) Name and number of the ward:-
  - b) House :-
  - c) Whether house tax assessed:-
  - d) Latest House tax paid/Receipt No. & date:-
- 3) Name of the owner:-
- 4) Description of existing house  
(type of structure, whether laterite masonry with  
Roofing type, etc. : -
- 5) Whether there is an electricity connection to the structure,  
if so, since when( enclose copy of latest electricity bill):-
- 6) Whether there is water connection to the structure,  
if so, since when ( enclose copy of latest water bill):-
- 7) Specification of the material of the existing house  
(whether it is of mud, laterite stone, plastered etc):-
- 8) Plinth area of the existing building/house in sq.mts :-
- 9) Dimensions of the existing structure  
(also enclose plan prepared by structural engineer):-
- 10) Since when the house/building is existing  
(mention month and year)
- 11) Survey Number/Sub-Division Number and  
Revenue Village (enclose latest survey plan):-
- 12) Title documents (s):-
- 13) Photographs of the existing structure:-  
(enclose front side photograph and both side photographs  
showing overall picture of structure)
- 14) Whether alteration is to be carried out  
for part of the house or entire building) :-

15) Material to be used in alteration of structure:-

16) Necessity to undertake alteration:-

17) Estimated cost of alteration:-

18) Approximate time required for the alteration:-

I State on oath that above particulars are correct and true to the best of my knowledge and belief and I have not concealed/misrepresented any facts.

Place:-

Signature

Dated:-

Name of applicant

Enclosed:-

1) Latest Form I & XIV

2) Latest Survey Plan

3) House Tax Receipt

(latest as well as prior to commencement of  
Goa Panchayat Raj Act 1994)

4) Recent Photographs of the Structure

5) Plan and certificate of stability of structure  
issued by Registered Structural Engineer