



## DEPARTMENT OF DEVELOPMENT CONTROL

### BUILDING INSPECTION PROCESSING AND APPROVAL

# APPLICATION FORM

[KINDLY FILL IN CAPITAL LETTERS]

NAME OF DEVELOPER: \_\_\_\_\_  
[NAME ON TITLE DOCUMENTS]

PLOT NO: \_\_\_\_\_ CADASTRAL ZONE: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

CADASTRAL ZONE / PLOT NO: \_\_\_\_\_ / \_\_\_\_\_ STREET NAME: \_\_\_\_\_  
[FOR SOLD GOVERNMENT HOUSES ONLY] [FOR SOLD GOVERNMENT HOUSES ONLY]

DWELLING PLOT NO / FLOOR: \_\_\_\_\_ / \_\_\_\_\_ DWELLING UNIT: \_\_\_\_\_  
[FOR SOLD GOVERNMENT HOUSES ONLY] [FOR SOLD GOVERNMENT HOUSES ONLY]

CURRENT CONTACT ADDRESS: \_\_\_\_\_

DEVELOPER'S MOBILE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

REPRESENTATIVE'S MOBILE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TYPE OF SUBMISSION:     SETTING-OUT     REVALIDATION     RE-SUBMISSION  
 STAGE(S) \_\_\_\_\_  
 CETIFICATE OF COMPLETION

#### DOCUMENTS SUBMITTED:

- CONVEYANCE LETTER
- LETTER OF SETTING-OUT/STAGE APPROVAL
- LETTER INTRODUCING CONSULTANT BY DEVELOPER
- LETTER OF INDEMNITY BY CONSULTANT
- C.V. + PASSPORT PHOTO & COPY OF PROFESSIONAL CERTIFICATE OF CONSULTANT(S)
- INSURANCE CERTIFICATE (IF APPLICABLE)
- LETTER OF UNDERTAKING TO KEEP BUILDING MATERIALS/WASTE WITHIN THE PROJECT SITE
- LETTER OF UNDERTAKING TO PROVIDE WORKER'S LIFT (FOUR STOREY + ONLY)
- QUALITY CONTROL TEST REPORTS

SUBMITTED BY: \_\_\_\_\_  
[NAME] [SIGNATURE AND DATE]

**OFFICIAL USE**

NAME, SIGNATURE AND RANK OF RECEIVING OFFICER: \_\_\_\_\_

