

Rs. 15/-

Sr. No.



RIGHT TO SERVICE

APPLICATION FOR ISSUANCE OF DEMARCATATION CERTIFICATE

Property No. _____ Sector _____

Name of Applicant _____

Father's/Husband's Name _____

Address _____

Mobile _____

E-mail _____



GREATER MOHALI AREA DEVELOPMENT AUTHORITY

PUDA BHAWAN

Sector - 62, S.A.S. Nagar

www.gmada.gov.in



APPLICATION FOR ISSUANCE OF DEMARCATION CERTIFICATE

CHECKLIST

1. Application Form as per Annexure-I.
2. Photo copy of proof of ownership.
3. i) Photo copy of forwarding letter regarding sanction of building plan by empanelled architect vide its Order No. _____ dated _____.
- ii) Photo copy of forwarding letter regarding sanction of building plan issued by Estate Officer vide Order No. _____ dated _____.

FOR OFFICE USE ONLY

Certified that I have checked and found all the documents in order.

Signature of Receipt Clerk

Signature of Superintendent

Name _____

Name _____

Date _____

Date _____



(Annexure-I)

To

Sub Divisional Engineer (Building),
GMADA, SAS Nagar

Subject: Demarcation Certificate of Plot No. _____, Sector _____,
Location _____, Size _____.

Sir/Madam,

Kindly give demarcation of my Plot No. _____, Sector _____,
:Location _____, The building plan of the said plot has
already been sanctioned by Competent Authority of GMADA / Under Self Certification by an
architect empanelled with GMADA.

Dated _____

Applicant/Alottee



Greater Mohali Area Development Authority

www.gmada.gov.in



RIGHT TO SERVICE



Empowering the Citizens of PUNJAB through PUNJAB TRANSPARENCY & ACCOUNTABILITY IN RIGHT TO SERVICE DELIVERY OF PUBLIC SERVICES ACT, 2018



The Designated Officers are mandated to provide following services within the given time limits or else are liable for penalty

Type of Service	Given Time Limit	Designated Officer
Sanction of Building Plans/ Authority, Revised Building Plans (for residential plots)	30 days	SDO (Building), GMADA
Sanction of Building Plans/ Authority, Revised Building Plans (for commercial plots)	30 days	SDO (Building), GMADA
Issue of Completion/ Occupation Certificate of Building	8 (7+1) days	SDO (Building), GMADA
Transfer of Letter of Intent / Allocation	21 days	Estate Officer, GMADA
Issue of No Objection Certificate/ Duplicate Allotment/ Re-allotment Letter	10 days/ 3 days/ 10 days	Superintendent, GMADA
Issue of Conveyance Deed	15 days	Estate Officer, GMADA
Issue of No Due Certificate	5 days	Account Officer, GMADA
Transfer of Property in Case of Sale (NOC)	10 days	Superintendent, GMADA
Transfer of Property in Case of Death (Uncontested)		
(a) All Legal Heirs	(a) 30 days	Estate Officer, GMADA
(b) Registered Will	(b) 30 days	
(c) Un-registered Will	(c) 45 days	
Issue of Permission for Mortgage	7 days	Superintendent, GMADA
Attested Copy of any Document	3 days	Superintendent, GMADA
Change of Ownership	5 days	Estate Officer, GMADA
Demarcation of Plot	5 days	SDO (Building), GMADA
Issue of Plinth/Roof Level Certificate	7 days	SDO (Building), GMADA
Water Supply and Sewerage Connection	7 days	SDO (P.H.), GMADA



*Appeal can be filed with the appellate authority
if the service is not provided within the stipulated time.*

GMADA is committed to serve the Citizens