

**FORM-3**

\_\_\_\_\_ Municipality

(Receipt to the Application indicating priority Number)

Sub : Water Tap \_\_\_\_\_ Municipality-Receipt of application for sanction of water tap connection duly indicating priority Number-Regarding.

Ref : Application of Sri/Smt. \_\_\_\_\_  
Dated \_\_\_\_\_

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Received the banker's cheque bearing no. \_\_\_\_\_ dated \_\_\_\_\_ on \_\_\_\_\_ bank / challan no. \_\_\_\_\_ Dated \_\_\_\_\_ of the Municipal Treasury for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) from Sri / Smt. \_\_\_\_\_ Owner / Occupier of the building bearing Door No. \_\_\_\_\_ for sanction of water tap connection. The priority Number allotted to you for sanction of water tap in Zone-I / Zone-II / Zone-III is \_\_\_\_\_ dated \_\_\_\_\_ .

2. The applicant will be informed about sanction of water tap and to pay supervision charges, security deposit and road cutting charges within 15 days and 5 days under general category and OYT respectively.
3. The tap applicant has to give a letter about the payment of above charges through Banker's cheque / Municipal Challan in token of having paid the amount in Municipal Treasury and inform about the procurement of required materials, within 3 days and 2 days from the date of receipt of sanction orders in the case of General category and OYT respectively.
4. Tap connection within 10 days and 30 days from the date of receipt of application under OYT and general category will be given provided the above conditions are fulfilled.
5. This time limit is applicable where there are availability of water supply distribution lines are covered by bulk sanction. The applicant can approach the Commissioner in the matter, if tap connection is not given with the stipulated time. Compensation will be paid to the applicant at the rate of Rs.50/- per day towards the valuable time lost and for the delay caused beyond the date fixed for issue of tap connection.

**Place :**  
**Date :**

**Assistant  
Service Center  
\_\_\_\_\_ Municipality.**

**Procedure for obtaining Birth /  
Death Certificates**

**Emblem of Urban Body**

\_\_\_\_\_ **Municipality**