

**FORM CLU-I**  
(See rule 26-A)

Form of application by a person other than colonizer for permission under Section 349 (1) of Haryana Municipal Corporation Act, 1994,

To  
The Director,  
Urban local Bodies Department,  
Haryana, Panchkula.

Controlled Area .....

Sir,  
I/We beg to apply for permission to change the existing use of land for the purpose of developing the land into buildings for residential/industrial/commercial/other purposes.

I/We enclose the following documents in triplicate.

1. Aadhaar Card (in case applicant is Individual).
2. Scrutiny Fees @ ₹10/- per square meter on the gross area of the site paid on the online CLU Portal.
3. Survey plan of the land on a scale of 1” to forty feet showing the existing means of access to the applied land.
4. Copy of the deed showing the title of the applicant to the land and Revenue documents i.e., Jamabandi, Mutation.
5. Aks shajra issued by the Halka Patwari.
6. Indemnity Bond in favor of the Director, Urban local Bodies, Haryana, Panchkula.
7. Access permission (From NHAI if site is situated on National highway, from PWD (B&R) in case of site abutting schedule roads, and from the Metropolitan Development Authorities in case of development plan roads).
8. Memorandum and article of association (In case of Company)
9. Authorization of signatory through board resolution (In case Applicant is Company/ trust/ firm/ partnership firm etc.)

Dated:-

Yours faithfully,  
Name and full address

**Note:**

In Case of **Industrial Use**, please attach the additional documents as mentioned below:

1. Project Report
2. Registration as SSI/Medium/Large scale industries with the Industries Department

In Case of **Fuel Filling Station**, please attach the additional documents as mentioned below:

1. Letter of Intent (LOI) issued by Oil Company.
2. Standard Design issued by Oil Company.

In Case of **Institution**, please attach the additional documents as mentioned below:

1. Project Report