



PUNJAB RIGHT TO SERVICE ACT 2011
LOCAL GOVERNMENT DEPARTMENT, PUNJAB
FORM FOR SEEKING SERVICE

RIGHT TO SERVICE

Service Asked For Sanction of water supply/ sewerage connection- mc towns

1	Date of Application			
2	Name of the Applicant			
3	Father's/Husband's Name			
4	Address	City / Village		Locality/ H.No.
		Teh.		Distt.
		Phone/Mobile No.		
		e-mail Id, if any		
		a. B.A. fees (If applicable)		
5	WATER SUPPLY/ SEWER CONNECTION ULBs requirement	b. Any other		
		c. Plot/ Property No		
		d. Name of Scheme.....		

6. Document to be attached			
Sr. No.	(Service specific documents)	Checklist	Checklist (For office Use only)
i	A site plan of the plot on which it is intended to obtain Water Supply/ sewer connection.	Yes	Yes
ii	Self Declaration regarding correctness of the information supplied.	Yes	Yes
iii	Copy of Ownership Proof.	Yes	Yes
iv	Copy of approved Building Plan.	Yes	Yes
v	Plumber Report	Yes	Yes
vi	Allotment letter	Yes	Yes
vii	Possession certificate	Yes	Yes
viii	NOC from concerned Department	Yes	Yes

ix Root cut Form xi - I-D Proof
 x Undertaking xii - Passport Photo
 7. Signature of Applicant _____

For Office use

1	Acknowledgement Receipt No.	2	Date
3	Date by Which Service to be Provided	4	a. Departmental fees b. Facilitation charges, if any
5	Name of Designated officer	6	Designation
7	Location : a. Office b. Suvidha Center	8	Signature of D.O./ Receiving Officer

Acknowledgement Slip

1	Acknowledgement Receipt No.				
3	Date by Which Service to be Provided	2	Date		
5	Service asked for	4	a. Departmental fees b. Facilitation charges, if any		
6	Documents attached	Sanction of water supply/ sewerage connection- mc towns			
	i. A site plan of the plot on which it is intended to obtain Water Supply/ sewer connection.	Yes			Yes
	ii. Self Declaration regarding corrections of the information supplied.	Yes			Yes
	iii. Copy of Ownership Proof.	Yes			Yes
	iv. Copy of approved Building Plan.	Yes			Yes
	v. Plumber Report	Yes			Yes
	vi. Allotment letter	Yes			Yes
	vii. Possession certificate	Yes			Yes
	viii. NOC from concerned Department	Yes			Yes
7(a)	Name of Designated Officer				
(c)	Location :	(b)	Designation		
	(i) Office	(d)	Signature of Designated officer		
	(ii) Suvidha Center				

ਦਫਤਰ ਨਗਰ ਨਿਗਮ ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ

ਸੇਵਾ ਵਿਖੇ,

ਨਿਗਮ ਇੰਜੀਨੀਅਰ,

ਨਗਰ ਨਿਗਮ,

ਐਸ.ਏ.ਐਸ. ਨਗਰ। (ਮੋਹਾਲੀ)

ਵਿਸ਼ਾ:-

ਰੋਡ ਕੱਟ ਬਾਬਤ ਸੀਵਰੇਜ/ਪਾਣੀ/ਬਿਜਲੀ ਦਾ ਕੂਨੈਕਸ਼ਨ ਲੈਣ ਲਈ ਬੇਨਤੀ ਪੱਤਰ।

ਸ਼੍ਰੀਮਾਨ ਜੀ,

ਬੇਨਤੀ ਹੈ ਕਿ ਮੈਂ ਆਪਣੇ ਪਲਾਟ ਨੰਬਰ..... ਫੇਜ਼/ਸੈਕਟਰ..... ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ)

ਦਾ ਸੀਵਰੇਜ/ਪਾਣੀ/ਬਿਜਲੀ ਦਾ ਕੂਨੈਕਸ਼ਨ ਲੈਣਾ ਹੈ। ਕੂਨੈਕਸ਼ਨ ਲੈਣ ਵਾਸਤੇ ਸੜਕ ਨੂੰ ਕੱਟ ਲਗਾਉਣਾ ਹੈ। ਸੋ ਕ੍ਰਿਪਾ ਕਰਕੇ ਰੋਡ ਕੱਟ ਫੀਸ ਜਮ੍ਹਾਂ ਕੀਤੀ ਜਾਵੇ ਜੀ।

ਮੈਨੂੰ ਰੋਡ ਕੱਟ ਲਗਾਉਣ ਦੀ ਮੰਨਜ਼ੂਰੀ ਦਿੱਤੀ ਜਾਵੇ ਤਾਂ ਜੋ ਮੈਂ ਆਪਣਾ ਕੂਨੈਕਸ਼ਨ ਲੈ ਸਕਾ ਜੀ।

ਧੰਨਵਾਦ ਸਾਹਿਤ,

ਆਪ ਜੀ ਦਾ ਵਿਸ਼ਵਾਸ ਪਾਤਰ,

ਹਸਤਾਖਰ:-.....

ਨਾਮ.....

ਪਲਾਟ ਨੰ.

ਫੇਜ਼/ਸੈਕਟਰ.....

ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ)

(ਕੇਵਲ ਦਫਤਰੀ ਵਰਤੋਂ ਲਈ)

ਸੜਕ ਦੀ ਮੈਟਲ ਵਿਡਥ:-

- ਪੱਕਾ ਏਰੀਆ..... ਫੁੱਟ
- ਕੱਚਾ ਏਰੀਆਫੁੱਟ
- ਪੇਵਰ ਬਲਾਕ..... ਫੁੱਟ
- ਭਾਗ ਅਫਸਰ/ਏ.ਈ./ਜੇ.ਈ. ਦੇ ਹਸਤਾਖਰ.....
- ਰਸੀਦ ਨੰ. ਮਿਤੀ
- ਕੁੱਲ ਪੈਸੇ ਜਮ੍ਹਾਂ ਹੋ ਗਏ ਹਨ।

F.A.Q.

Toll free No. 1800-137-0007

Municipal Corporation Sahibzada Ajit Singh Nagar (Mohali)

Self-Declaration

I.....S/o/W/o.....Age.....Years.
R/o.....Distt. Sahibzada Ajit Singh Nagar ,
declare that :-

- 1) That I am the permanent resident of the above said address.
- 2) That I want to take water supply connection for the House/ Plot / Shop/ Factory No. located at.....
- 3) That my house /Plot/ Shop/ Factory is residential / commercial .Its size is.....Sq. Yards.
- 4) That I am the owner and occupant of this..... and want to take Water supply connection for the same. That I have neither encroached nor encroach upon any land / property of Not-Govt., Govt. or Municipal Corporation.
- 5) That I will abide by the rules and regulations of water supply and sanitation department and Municipal Corporation.
- 6) That I will ensure that there is no leakage of water from the water supply pipeline.
- 7) That my house/ plot isft. away from the water pipe line . Its visual map has been drawn on the back page of self declaration.
- 8) That the street / road where connection is required is made of Kachi/ brick flooring / concrete / bitumen /
- 9) That I will pay the water bill in time . If at any time it is detected that there is any difference between the fees paid and actual fees , I shall be bound to pay the difference with the first bill.
- 10) That I will not use the water supply connection as proof of ownership in any court case.
- 11) That there is not domestic or legal dispute regarding the property where this connection is to be installed.
- 12) That no water supply connection exist in this property at present.
- 13) That I may be given water supply connection for drinking water facility .

The information given above and in the enclosed documents is correct to the best of my knowledge and belief and I have not concealed any thing. I know that if the information given by me is found to be false I will be liable to penal action and benefits given to me on the basis of such false information shall stand terminated summarily.

Date.....

Signature of Applicant.

UNDERTAKING

1. It is certified that I _____
S/o, O/O, W/o _____ owner of
Plot No. Block _____ Sector / Area,
SAS _____ Nagar have not made any
illegal Water Connection at site.
2. In case any false information / statement, I shall be bound to pay
the requisite penalty imposed by M.C Mohali at any stage.
3. I will construct Basement, Ground Floor, First Floor, Second
Floor, other floors & Mumty.
4. I will not give the water outside my boundary to any another
allottee for construction purpose, if found during survey, I will be
liable to pay penalty as per Municipal corporation Mohali norms.

(Signature of Applicant)

M. No:

Dated:

UNDERTAKING

1. I will construct temporary toilet and connect it to nearest manhole/inspection chamber for my construction labour immediately and I will assure that none of my labourer defecates openly. On completion of construction I will dismantle this temporary toilet at my own cost.
2. I will stack my construction material in such a manner so that no manhole cover, road gully chamber, inspection chamber and sluice valve chamber will be buried and material will be stacked in such a manner, it will never obstruct vehicular movement.
3. I will not cover any manhole, road gully, sluice valve chamber and inspection chamber at any stage.
4. I will inform M.C Mohali in case of any damage caused to any services during construction.
5. I will be fully responsible for any damage caused by my labour to the service i.e. water supply, sewer, storm etc. I am fully liable to pay penalty in case of any damage.
6. I will extend my water connection given for construction to my plot boundary at my own cost.
7. I will not use JCB/mechanical excavator for excavating for foundation on berm side.
8. I will not waste water during construction.
9. M.C S.A.S Nagar (Mohali) has full authority to disconnect my water connection in case wastage of water caused by me without any prior notice.

Date:-

(Applicant)

Plot No.

M.No.

CERTIFICATE BY PLUMBER

(to be issued by a plumber registered with the authority)

Name of plumber	
License Number	
Address of the Plumber & Contact number	

It is certified that the internal fitting of water supply and Sanitary installations in SCF/SCO/SSS/Booth/Indl. site/ Plot No. / House No. _____

Sector _____

_____ Mohali belonging to Sh. / smt. _____

have been done under my supervision and according to building as per Sanctioned Plan

Date: _____
with seal

Signature