

**FORM - 4**  
*[See Rule 3(1)]*

**APPLICATION FOR REGULARISATION OF UNAUTHORISED  
RECLAMATION OF PADDY LAND (in duplicate)**

To  
The Collector,  
.....

Sir,

I have reclaimed an extent of ..... ares of paddy land in my name in Survey  
No..... in ..... Village, ..... Taluk,  
.....District before 12<sup>th</sup> August, 2008 without obtaining permission/sanction  
from competent authority.

I realise that the reclamation of the paddy land so carried out is in violation of the  
provision contained in the .....  
and that the said reclamation is an unauthorised one. The land is currently being used for  
residential/ commercial/residential-cum-commercial/others/not put to any use.

I request that sanction may be accorded for the regularisation of the said reclamation.

The application fee of Rs.....only has

been remitted vide.....

The following documents are enclosed (in duplicate):- [tick wherever applicable]

- a) Documents to prove ownership of land;
  - i. ....
  - ii. ....
  - iii. ....
  - iv. ....
  
- b) any dated evidence issued by the Commissioner of Land Revenue or Collector or Revenue Divisional Officer or Tahasildar or Village Officer with respect to the unauthorised reclamation and/or any similar documentary evidence to this effect.
  - i. ....
  - ii. ....
  - iii. ....
  - iv. ....
  
- c) photographs of the land unauthorisedly filled up, signed by the owner, to the effect that ***“this is the paddy land which has been filled up unauthorisedly/ due to natural reclamation before the 12<sup>th</sup> day of August 2008”***;
  
- d) Orders obtained earlier, if any, granting permission to utilise the land for any other purpose issued under any law in force before 12<sup>th</sup> day of August 2008.
  - i. ....

ii. ....

iii. ....

iv. ....

Signature of Applicant.....

Name of the Applicant .....

(In Block letters)

Full address:

Place:

Date:

DECLARATION BY THE APPLICANT

I ----- hereby declare that the unauthorised reclamation was carried out before the 12<sup>th</sup> day of August 2008. I also declare that all the information furnished by me are true to the best of my knowledge and belief. I also agree unconditionally that the Collector/ Government can take any action as may deem fit if any of the information furnished by me does not confirm to facts.

Signature and name and Address of the owner

Place:

Date:

**DETAILED REPORT**

**Form 5**

*[See Rule 5(1)]*

*(to be used by the Collector based on the report of the concerned Village Officer(s) in duplicate)*

**Part I**

..... Village

..... Taluk

..... Corporation/ Municipality / Grama Panchayat

1. Particulars of application

1. Application received on :
2. Name and address of applicant :
3. Verified on :
4. Returned to applicant for completion :
5. Completed application received on :
6. Status of land in Draft/data bank :
7. Sent to Village Officer on :

**Part II**  
**Inspection & Verification Report**  
(to be furnished by the Village Officer,.....)

Date of receipt of Form 5 by the Village Officer.....

2. Particulars of land :

1 Sy Number :

2 Re Sy Number(if any) :

3 Extent of paddy land  
reclaimed :

4 Thandapper No: :

5 Thandapper holder :

6 Nature of land in BTR: :

3. Particulars of current usage of the reclaimed paddy land:  
(based on site inspection)

1. Current use of land : Lying fallow/Residential/ Commercial/Commercial-cum-residential/Others (*attach site mahassar also*)

2. Whether the photograph : Yes/No  
submitted by the applicant is  
genuine

3. If others, the particulars :  
thereof

4. Violations with regard to statutes, if any

Name of Statute	Section/ Rule/ Clause violated
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5. Whether the unauthorised  
reclamation was/were  
carried out before  
12<sup>th</sup> August 2008  
(with reference to draft/data bank)  
(Yes / No):

6. (i) Whether the nauthorised reclamation was stopped at any stage on receipt of complaint/ direction from Revenue authorities to stop the unauthorised reclamation (*Yes / No*):

(ii) If yes, specify the number and date of the Notice/Order, the authority who issued the Notice/order and the statute under which the Notice/Order was issued

7. Whether the reclamation can be regularised (*Yes / No*) :

8. If recommended for regularisation, conditions if any under which regularisation is recommended (*Please specify, if applicable*):

(i)

(ii)

(iii)

..

..

..

9. If not recommended, reasons for the same:

(i)

(ii)

(iii)

..

..

..

10. Fee to be remitted if regularised in

₹.....(Rupees ..... :  
.....)

.....)

(Total reclaimed area in Ares X 25% of the fair value) (enclose the calculation sheet certified by the Village Officer separately)

11. Date of return to the Collector:

Signature of the Village Officer with date and designation seal

*(office seal)*

## DECISION

Collector

.....



**Notice**  
**Form 6**  
*[See Rule 5(2)]*  
**To be issued to the applicant**

Sub: Regularisation of unauthorised reclamation of paddy land- Request-Reg:

Ref: 1. GO(Ms) No: \_\_\_\_\_ RD dated.    /..    ./2015

2. Your application for regularisation dated .....

With reference to your application referred above, you are requested to

pay a regularisation fee of Rs.....(Rupees

.....

.....) to the H/A..... and

to submit the chellan to this office on or before ..... . If the fee is

not remitted before ..... , your application is liable to be rejected without

assigning any reasons whatsoever.

It may be noted that remittance of the above fee shall not be deemed as an assurance for obtaining sanction for regularisation.

for Collector