

APPENDIX-II

To

The Senior Town Planner,  
Deptt. of Urban Planning,  
Chandigarh Administration.

**Sub: - Application for the supply of Zoning Plan**

Sir,

I, the owner of plot given below the information and request you to supply  
\_\_\_\_\_ drawing mentioned therein.

1. Name of the Applicant \_\_\_\_\_
2. Address \_\_\_\_\_  
\_\_\_\_\_
3. Drawing required \_\_\_\_\_
4. Drawing Number \_\_\_\_\_  
Fresh/revised \_\_\_\_\_
5. Drawing No. \_\_\_\_\_
- Job No. \_\_\_\_\_

I also undertake the responsibility of quoting correct drawing numbers & job numbers. If I happen to quote wrong number and drawing are issued accordingly by the Government. I shall not claim or ask for replacement of prints issued to me.

I agree to collect the drawings within 30 days from the date of depositing the fee, failing which the drawings will become the property of the Department of Urban Planning and I shall not claim any refund of the amount deposited by me.

The drawings may be sent to me at the address given in No.2 above by Registered Post for which I am depositing Rs.50/- (Rupees Fifty Only) towards handling charges besides the cost of the prints.

Thanking you,

Yours faithfully,

(Signature of the applicant)

Remarks for the supply of Zoning Plan)

Yes/No

Assistant Town Planner

Cashier received Rupees \_\_\_\_\_ vide  
Receipt No. \_\_\_\_\_ dated \_\_\_\_\_.