

APPLICATION FOR MUTATION AND ISSUE OF PARCHA AFTER
REGISTRATION OF LAND

So/-

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To,

The District Collector
East District
Gangtok

Sir,

Kindly issue Parcha in my name on the basis of the information as under :-

1. Name of the applicant :
2. Father's/Husband's name :
3. Resident of :
4. Xerox & certified copy of the concerned Sale Deed/ Gift Deed Document
5. Original Parcha of the seller/ donor alongwith an attested copy of the same
6. Latest land Khazana receipt
7. Bank Receipt of Rs. 20/- as parcha fee in MH 0029/LR
8. Attested copy of SSC/ COI/ Citizenship Certificate of the applicant.

Signature and name of the Applicant

PROCESS SHEET

(for official use)

- A. The following attested/ certified documents have been submitted by the applicant.
- i. Certified copy of the Sale deed/ Gift deed document
 - ii. Original Parcha of the Seller/ Doner
 - iii. Khazana receipt
 - iv. Bank Receipt No. dt.(in MH 0029/LR)
 - v. SSC/ COI/ Citizenship Certificate
 - vi. Report of concerned Amin.

B. Remarks if any.

Revenue Supervisor

C. Proposed Action.

Head Surveyor

D. Orders

District Collector, East

E. Follow up action :

- a. Entries made in issue Register videdate.....
- b. Issue No. entered in Certificate. Yes/No.
- c. Certificate issued after taking proper receipt. Yes/No.