

**FORM NO. 16**

**COMPLETION REPORT**

Reference No.

Owner's Name:  
Submitted on:

Location:  
Received on:

To

.....

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Sir,

The work of erection/re-erection of building as per approved plan is completed under the Supervision of Architect/Construction Engineer who have given the completion certificate which is enclosed herewith.

We declare that the work is executed as per the provisions of the Act and Development Control Regulations / Byelaws and to our satisfaction. We declare that the construction is to be used for \_\_\_\_\_ the purpose as per approved plan and it shall not be changed without obtaining written permission.

We hereby declare that the plan as per the building erected has been submitted and approved. We have transferred the area of parking space provided as per approved plan to an individual/association before for occupancy certificate.

Any subsequent change from the completion drawings will be our responsibility.

Yours faithfully,

(Developer's / Builder's Signature)

(Owner's Signature)

Name of Developer / Builder

Name of Owner

Date:

Address:

Encl: Completion Certificate