APPENDIX ‘J’

REFUSAL OF OCCUPANCY CERTIFICATE


To,

i) Owner : Shri. …………………………………………………
……………………………………………………………………
……………………………………………………………………
……………………………………………………………………

ii) Architect, Licensed Engineer/Structural Engineer/Supervisor
Shri. ……………………………………………………………
……………………………………………………………………
……………………………………………………………………
……………………………………………………………………

Sir,

The part / full development work / erection re-erection / or alteration in of building / part
building No. ………………… Plot No. ……………, Revenue Survey No. ……… Kh. No.
……………. Mouza ………………. Tah. ……………. situated at Road/Street …………… Society
………………………… Completed under the supervision of ……………………………………….
Architect, Licensed Engineer / Structural Engineer / Supervisor / License No. ……………………. is not
allowed to be occupied because of the following reasons.

1. The set of completion carried out by you does not conform to the sanctioned plans.

2. …………………………………………………………………………………………………………..

3. …………………………………………………………………………………………………………..

As set of completion plan is retained with this office and remaining sets are regretfully returned
herewith.

Encl. : As above.

Yours Faithfully

Assistant Engineer (N-S-E-W)
Nagpur Metropolitan Region Development
Authority, Nagpur.

Copy to :- Building Engineer (1 / 2), Nagpur Metropolitan Region Development Authority, NIT Cultural
complex, 3rd Floor, near NIT Swimming Tank, North Ambazari Road, Nagpur-440033.