

PART II
Appendix A

(Position and Address of the Building Official)
Form for Land Use/Development/Building Permit
First Application to Develop, Erect, Demolish or to Make
Alteration in any Part of the Building

Type of intended work: Develop ☐ Erect ☐ Demolish ☐ Alter ☐

(Check one)

Name of the owner: _____

Contact address: _____

Post code: _____

Telephone no: _____

Name, address and qualification of the engineer, architect or planner involved in the proposed work:

For planning: _____

For architectural design: _____

For structural design: _____

For civil works design: _____

For other services design: _____

Address of the site

Plot number: _____ Holding number: _____

Dag/Khatian number: _____ Mouza/Block/Sector: _____

Street name: _____ Municipal ward number: _____

Documents enclosed along with this form:

	Name of document	Number of sheets	Number of copies
1.	Key plan	_____	_____
2.	Site plan	_____	_____
3.	Subdivision/layout plan	_____	_____
4.	Building plan	_____	_____
5.	Services plan	_____	_____
6.	Specifications	_____	_____
7.	Ownership title	_____	_____

Date

Signature of the owner

For use of the Building Official. Do not write anything below this line.

Reference number: _____

Date: _____

(To be referred to in all subsequent correspondences)

Received by: _____

PART II
Appendix B**Form for Certificate of Supervision**

Reference number: _____

Address of the site:

Plot number: _____ Holding number: _____

Street name: _____

Municipal ward number: _____

Type of intended work (Check one) :

Develop ☐Erect ☐Demolish ☐Alter ☐

Name of the owner: _____

Contact address: _____

Post code: _____

Telephone no: _____

I hereby certify that the building for which the location, the type of work, and the name and address of owner appear above will be supervised by me as per the provisions of the Bangladesh National Building Code.

Signature of the engineer, architect, planner or supervisor_____
Name of the engineer, architect, planner or supervisor_____
Address_____
Qualification_____
Date