

मुंबई पत्तन प्राधिकरण
MUMBAI PORT AUTHORITY

Annexure-1

APPLICATION FORMAT

To
The Estate Manager,
Estate Division,
Mumbai Port Authority.

Sub : Application for Tenantable Repairs

I, _____ wish to carry out tenantable repairs in the premises, details of which are as follows :

| | | |
|---|--|--|
| 1. Code No. | | |
| 2. Plot/ RR No. | | |
| 3. Name of the lessee/tenants | | |
| 4. Sanctioned User | | |
| 5. Whether Structure/ Building is authorised /Unauthorised and Year of Construction | Authorised (____)/Unauthorised (____) Year of construction _____ | |
| 6. Nature of the repair work proposed to carry out in the lease premises. (Yes / No) | i. providing guniting to the structural members or walls | |
| | ii. plastering, painting, pointing | |
| | iii. Changing floor tiles | |
| | iv. Repairing W.C., bath or washing places | |
| | v. Repairing or replacing drainage pipes, maps, manholes and other fittings. | |
| | vi. Repairing or replacing sanitary, water plumbing, or electrical fittings. | |
| | vii. Replacement of roof with the same material | |
| | viii. Replacing the existing water proofing treatment without increasing the dead load | |
| 7. Timeline for completion of tenantable repair Work. | _____ months / _____ days | |

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You are requested to issue a NOC to the undersigned to carry out the above listed tenantable repairs, to keep the premises in habitable condition.

(Signature of the Applicant)
(Name : _____)

Note: Following fees will be payable by the applicant on receipt of intimation from Estate Division

- i. Non-refundable fee of Rs. 5000/- for processing the application.
- ii. Refundable deposit of Rs. 10,000/- shall be payable by the applicant towards clearing off debris if found on work completion.

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