

WEST BENGAL VALUATION BOARD INSPECTION BOOK LAND AND BUILDINGS

Borough No..... Date of effect of revisional assessment..... Quarter

Ward No.....

Name of Street..... Width

Reference to Sketch Book No..... Reference to Land Use Map, if any.....

Name of Field Assistant.....

Name of Field Officer/Investigator

* * Use red ink for new entries or changes at the time of assessment.

+ + To be filled in red ink by the Valuation Officer.

● ● User - Residential = R ; Non- residential = NR Commercial = C ; Industrial = I.

Particulars of Locality			Premises No.	Character of Premises			Existing Annual Valuation (with Objection, if any)		Name and Address of the recorded owner/ lessee/sub-lessee/person liable to pay property tax.	Date of receiving statement under section 16		+ Revised annual valuation Rs.	+ Grounds of increase.(Sl.No. as in notice form)	Remarks
Approximate Distance From				Facing North/East/South/West	* No.of Storeys	* Type of building	Amount Rs.	Effective from		From owner	From lessee/sub-lessee/occupier			
Main traffic road	Market	School	5									6	7	8
1	2	3	4											
Short details of last assessment			Total area of Land	Area vacant land and/or common open space (if any)	Age and condition of the building/ floor	Floor No.	Covered area in each floor and proportionate common area (if any)	● ● User	Occupier's Name and accommodation (floorwise)				Monthly rent (with particulars and calculation of annual valuation)	
			16	17	18	19	20	21	22				Rs. 23	
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10	Col. 11	Col. 12	Col. 13	Col. 14	Col. 15
Short details of last assessment			Col. 16	Col. 17	Col. 18	Col. 19	Col. 20	Col. 21	Col. 22				Col. 23	

Full signature of Field Assistant
with date

Full signature of Field Assistant
with date