

SCHEDULE - III
(See rule 19)

From _____

To : The Member Secretary,
West Bengal Valuation Board
Camp Office.....
Municipal Corporation / Municipality / Notified Area Authority.

Subject : Statement regarding rent, area, description etc. in respect of Premises No.....
.....
.....

Municipal Corporation / Municipality/

Under _____

Notified Area Authority

Sir,

As required under section 16 of the West Bengal Valuation Board Act, 1978 and rules made thereunder, I /we file the statement as per annexed proforma, for your information and record.

I / we declare that the information furnished in the enclosed statement are true to the best of my / our knowledge and that I am / we are the present owner (s) / occupier (s) of the above premises.

Encl : As stated

Address _____

Yours faithfully

Dated, the _____

Signature

**Form of Statement regarding land or bulding for determination of
annual valuation.**

(In filling up the form separate sheet may be used where necessary)

A. General Information

I. Identification of premises

1. Borough No. _____
2. Ward No. _____
3. Premises No. _____
4. Name of street _____
5. Name and address of owner (s) _____

6. Date of effect of the last valuation _____

7. Amount of the last valuation _____

II. Description of land or building

8. Area of land in the preises _____

9. Market value of land per cottah _____
10. No. of storey in the building _____
11. Estimated present cost of erecting the building _____
12. Year of construction of the building _____
13. Nature of use of the land or building or portion thereof - whether residential, or industrial, commercial or non-residential, viz. warehouse, place of public worship, office, godown, school, cinema house etc. _____

14. Covered area and accommodation viz. No. of bedroom, toilet, drawingroom, diningroom, kitchen, store, garage, outhouse etc. in occupation of the owner(s) for own residence _____

15. Name of tenant(s), sub-tenant(s) or tenants of lower degree with respective covered area and accommodation, viz. No. of bedroom, toilet, drawingroom, diningroom, kitchen, store, grage, servants' quarters etc. in occupation _____

III. **Rent particulars**

16. Respective amount of monthly rent realised or realisable in respect of each area in occupation of tenant(s), sub-tenants(s) or tenants of lower degrees as at(15) above _____

17. Respective amount of charges of space for car parking, servants' quarters, outhouses etc. in the premises, if realised or realisable separately from the tenant(s), sub-tenant(s) or tenants of lower degrees as at (15)above _____

18. Respective amount of charges for services, furniture, fittings and fixture, if any(to be shown item-wise) realised along with rent or otherwise from the tenant(s),sub-tenant(s) or tenants of lower degrees as at(15) above _____

19. Respective amount incurred or to be incurred by, or realised or realisable with rent or otherwise from the tenant(s) sub-tenant(s) or tenants of lower degree as at (15) above towards cost of repairs and maintenance of the land or building _____

IV. **Changes since last valuation**

20. Name of previous owner(s) in the case of change in ownership since last valuation _____

21. Particulars of change in tenancy, if any, since last valuation _____

22. Particulars of change in respect of the nature of use of the premises or portion thereof, if any, since last valuation _____

23. Particulars of addition, alteration, demolition or redevelopment of the premises or portion thereof, if any, since last valuation _____

24. Name and address of the transferee and details of area, price, date of transfer etc. of the portion of the land or building is transferred since last valuation _____

25. Date of new construction, if any, since last valuation _____

B. **Additional information**

V. **To be furnished in the case of multistoreyed buildings/co-operative/apartment houses**

- (a) Total area of land _____ sq. mtr
- (b) Plinth area _____ sq. mtr
- (c) In case of open area under common use
 - (i) apportioned to owner(s) _____ sq. mtr
 - (ii) apportioned to allottee(s) _____ sq. mtr

- (iii) apportioned to tenant(s) _____ sq. mtr.
- (d) Vacant area other than the plinth area
and/or area of the common open spaces _____ sq. mtr
- (e) Covered area occupied by the owner(s),
including proportionate common area _____ sq. mtr
- (f) Floorwise respective covered area
occupied by each allottee for own
residence, including proportionate common area _____ sq. mtr
- (g) Floorwise respective covered area
occupied by each tenant, including
proportionate common area _____
_____ sq. mtr.
- (h) Floorwise covered area under each
non-residential occupation, if any _____

_____ sq. mtr.

VI. To be furnished only when the premises or
portion thereof is used as a public cinema
house or theatre or other similar place of
public resort, recreation or amusement :

Amount of gross annual receipts including
receipts from rent, advertisement and sale
of admission tickets, but excluding taxes on
the sale of each tickets, for three consecutive
accounting years, preceding the date
of submission of the statement in respect
of the land or building or part thereof in
such use _____

VII. **Lands under Thika tenancy**

In the case of any land comprised in the
thika tenancy but not built upon, either in a
bustee or otherwise, the name and address
of the thika tenant and the annual rent of
the land payable to the State-Government
under the Calcutta Thika Tenancy
(Acquisition and Regulation) Act. 1981 _____

N.B. : Information in respect of item no. VI is not required.