

CHECKLIST FOR MISCELLANEOUS NOC



PROJECT DETAILS

Project Name: _____
 Project Location (Number): _____
 Purpose of Application: _____

APPLICANT DETAILS

Applicant's Name: _____
 Applicant's Company Name: _____
 Applicant's E-mail Address: _____ Applicant's Contact: _____

| Requirements Checklist: | Submitted | Not Submitted | Not Applicable |
|---|--------------------------|-----------------------------------|-----------------------------------|
| Cover Letter from contractor / owner, indicating reason for NOC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Contractor appointment letter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Copy of first two pages of Sale/ lease agreement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Drawings required. (2 hard copies of size A3 and 2 soft copies in PDF and CAD format) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| a. Drawing highlighting proposed modifications (Architectural, MEP, Fire Fighting) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Note: (i) Ensure that all modifications/proposals are highlighted/ clouded on the drawings (ii) Ensure all documents submitted (hard copy) are included along with the drawings while submitting soft copy | | | |
| FOR DMC USE ONLY | | | |
| Submission Status | | <input type="checkbox"/> Accepted | <input type="checkbox"/> Rejected |
| Reasons for rejection (if any): | | | |
| Received By: | Signature: | | |
| Received Date: | Follow up date: | | |
| For Further queries contact: | | | |
| Note: Copy of this form to be retained with client | | | |