

## GADAG District Urban Local Bodies Citizen Charter

Sl No	Services Provided at ULBs	Procedure & Required Documents	Concerned Section	Time Limit	Downloadable Forms
01	Khata Transfer	<ol style="list-style-type: none"> <li>1. Application</li> <li>2. SAS paid receipt and Form-2</li> </ol>	Revenue Section	45 Days	<a href="#">Application Form</a>
02	Birth & Death	<ol style="list-style-type: none"> <li>1. Application</li> </ol>	Health Section	03 Days	<a href="#">Birth certificate Application Form</a> <a href="#">Death certificate Application Form</a>
03	New Trade License	<ol style="list-style-type: none"> <li>1. Application</li> <li>2. NOC from neighbour property owners</li> <li>3. NOC from Police/Fire station/pollution control board for new trade license for bombs and any other dangerous materials</li> </ol>	Health Section	15 Days	<a href="#">Trade Licence Form</a>
04	Building License	<ol style="list-style-type: none"> <li>1. Application</li> <li>2. Ownership certificate</li> <li>3. Blueprints 06 copies</li> <li>4. Detailed estimate copy</li> <li>5. SAS paid receipt</li> <li>6. Form 3</li> </ol>	Engineering & Revenue Section	30 Days	<a href="#">Building Licence Form</a>
05	Water connection	<ol style="list-style-type: none"> <li>1. Application</li> <li>2. License copy of plumber</li> <li>3. SAS paid receipt</li> <li>4. Form-3</li> <li>5. Sketch copy</li> </ol>	Engineering Section	15 days	<a href="#">Tap Connection Form</a>