

## Form 4: Notice to the Competent Authority of Discontinuation as Person on Record

(See Regulation Nos. 3.5.1, 3.5.2, 3.5.3, 3.5.4, and 3.5.5)

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer  
Urban Development Authority / Municipal Corporation/ Area Development Authority/  
Nagarpalika

Proposed building: \_\_  
(Title of the work)

Plot No.: .

Area of the Plot: \_

Survey No.: \_\_\_ City Survey No.: \_

Inward No.: \_\_\_ Final Plot No.: \_\_

Sub Plot / Property No.: \_\_ at Village: \_

Address of proposed building: \_\_

Name of the Owner / Developer: \_\_

Sir/Mm,

This is to bring to your notice that I have been relieved of my responsibility/have relieved myself of my responsibility as (Architect/Engineer/Structural Engineer/Clerk of Works/Supervisor of Works) on Record for the proposed building, with effect from \_\_ (date).

I wish to place on record that with effect from the said date, I shall neither be associated with this building nor be responsible for its compliance to the sanctioned design and specifications and to the Development Regulations.

Name: \_\_\_\_\_

Registration No.: \_\_\_\_\_

Address: \_\_\_\_\_

Tel. No.: Signature: Date: \_\_\_\_\_

UD & UHD