

**MUNICIPAL CORPORATION OF GREATER MUMBAI**  
**DEMAND NOTE**

No. \_\_\_\_\_ dt. \_\_\_\_\_

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sub: Trench on \_\_\_\_\_

Ref:- 1) Circular No. MDB / 4259 Dated 14 March 2005

2) Your letter under No. \_\_\_\_\_

dt. \_\_\_\_\_

With reference to your above referred letter the site was visited and your request to take trench has been accepted in principle, subject to payment of Rs. \_\_\_\_\_ as follows:

Particulars	Balance Guarantee period	Length in.Mt.	Width in.Mt.	Area in Sq.Mt	Rate in Rs.	Per	Multi-plying factor.	Amount Rs. (5x6x8)
1	2	3	4	5	6	7	8	9
<b>(A) On footpath / Passages</b>								
<b>(B) On Carriageway</b>	a) Asphalt Macadam							
	b) Asphalt Concrete							
	c) Mastic Asphalt							
	d) Cement Concrete							
	e) Use of Duct	_____		_____	_____		_____	
	f) Others							
Total (A)								
Deposit as 50% of (A)								

---

You shall make payment to the office of Asstt. Commissioner \_\_\_\_\_ Ward M.C.G.M. by separate Cheque / D.D. for reinstatement charges and deposit in favour of Municipal Corporation of Greater Mumbai. On payment you shall present the copy of the receipt so that necessary permission can be granted. You shall make payment within **seven days** from receipt of this demand note failing which this demand note become will invalid.

Further it is to mention that payment of reinstatement charges do not guarantee the grant of permission.

Yours faithfully,

**A.E. (Maint) \_\_\_\_\_ Ward.**

-----  
Copy to :

You are requested to accept the above payment. Alongwith this the estimate and work order amounting to Rs. \_\_\_\_\_ of M/s. \_\_\_\_\_, Ward C.W.C. is sent herewith for forwarding to Accounts Officer

**A.E. (Maint). \_\_\_\_\_ Ward.**

**H.C. (Rev). \_\_\_\_\_ Ward.**

You are hereby requested to take note of payment of reinstatement charges and Deposit. Also book the liability amounting to Rs. \_\_\_\_\_, simultaneously and send it to A.E.(M) \_\_\_\_\_ Ward for issuing Work Order to Ward C.W.C. M/s. \_\_\_\_\_.

**H.C. (Rev.) \_\_\_\_\_ Ward**

**Accounts Officer \_\_\_\_\_ Ward**

Rs. \_\_\_\_\_ as reinstatement charges and Rs. \_\_\_\_\_ as deposit is received from Utility M/s. \_\_\_\_\_

The liability of Rs. \_\_\_\_\_ is booked for reinstatement of above trench.

---

A.E.M. \_\_\_\_\_ Ward may please issue work order to Ward C.W.C. M/s. \_\_\_\_\_ and submit the following documents at the time of submission of bill for payment.

1. Permit copy.
2. Certificate from A.E.M. regarding completion of work and levy of penalty if any.

Accounts Officer \_\_\_\_\_ Ward.

A.C. Ward / D.M.C.(Z )

\* Above proposal is sanctioned. You shall process further as per circular No. \_\_\_\_\_ dt. \_\_\_\_\_.

\* Since length of trench is more than 1000 mtr. and / or time for completion is more than seven days submitted for sanction please.

Asstt. Commissioner \_\_\_\_\_ Ward

D.M.C. (ZONE )

Sanction / Not Sanctioned

D.M.C. (ZONE )

A.C. \_\_\_\_\_ Ward

\* Strike out whichever is not applicable