

MUNICIPAL CORPORATION OF HYDERABAD

Self-Assessment of Property Tax Form/Return

FORM B

(Fully Non-Residential or Partly Non-Residential Property)

(Information required to be filled by Owner/Occupiers(Owner/Tenant/Lessee)
under section 213 of the HMC Act, 1955

Property Tax Identification No (PTIN)
(To be filled up by MCH Office)

I Location Details

Circle No. Ward No Block No.

Locality Name Locality No.

Street Name Street No.

House No.

Area Pin Code No

Name of the Building

II Land Details

Land Area in Square Yards

If Own land, state

(a) Name of Owner (s)

(b) Address

If land is taken on Lease state
from whom lease taken

III Building Details :

Type of Building : Roof Code No

Flooring code No

(Code Numbers :

Roof: RCC 01

Tiled/Asbestos/Other 02

Thatched 03

Flooring : Partly of Fully Marble/Granite 01

Mosaic/Ceramic Tiles/Polished stone 02

Other 03

If Flat, Floor No. (Ground -G, First-01, Second-02, etc.)

If Individual House, No of Floors

Built- up (Plinth) Area of the Building /Flat in Square Feet

Year of Construction of Building /Flat

Use of the Building Code No. (In case Non-residential)

(Code No)

- Star Hotels 01
- Other Hotels/Lodging Houses/ Restaurants 02
- Commercial Complexes/ Markets/shops/office Complexes/Banks 03
- Cinema Theatres 04
- Kalyan Mandapam/Function Halls 05
- Hospitals/Nursing Homes/Clinics/Health/Care Establishments
/Diagnostic Centres 06
- Educational Institutions 07
- Industries/Factories 08
- Religious & Charitable Institutions 09
- Other Uses 10

IV Ownership Details :

Name of the Owner,
Address & Telephone No

Category of Ownership Code No.

(Code Numbers:

- Private: 01
- Private: 02
- State govt. 03
- Central govt. 04
- State Govt. Undertaking 05
- Central govt. Undertaking 06
- Other. 07

V. Occupancy Details:

Sl No.	Name of Occupant(s)	Area Occupied in Square Footage	If rental, Monthly Rent Paid/Rate per Square Feet	If Self employed Monthly Rent expected in let out / Rate per Square Feet Prevailing for similar Property in the Vicinity (MRV)
1				
2				
3				
4				
5				

VI. Existing Tax Details :

Whether assessed to Tax or not: Yes or No

If yes, Property Tax Assessment/Bill No

Half-yearly Tax in Rupees

Half-year up to which Tax is paid

**VII Self -Assessment Tax
(Proposed by Occupier (Owner/Tenant/Lessee):**

Total Plinth Area of Property (PA)

Monthly Rental Value (Prevailing Rent in Local Area
per Month)- MRV

Annual Tax payable (In Figures & Words)
(For Guide line, See annexure)

Amount Already paid for 1999-2000
(In Figures & Words)

Balance to be paid for 1999-2000
(In Figures & Words)

Cheque/Demand Draft by which Tax paid
Now (Name of Bank, Cheque/Draft No./Amount)

Acknowledgment

Received Self-Assessment Form along with Cheque/Demand Draft No. _____
Date _____ drawn on _____
(Name of Bank) from Shri _____
towards Self-Assessment Tax for the year _____ for property on Premises bearing
No. _____ situated at _____.

Date:

Receiver's Signature
Name
Designation
Owner/Occupier

VIII. Address for Correspondence:

Telephone No. O

R

DECLARATION

I/We _____ Son/daughter/wife of

Sri _____ solemnly declare that I/We am/are fully aware of the legal provisions contain in section 213 and other sections of HMC act , 1955 and other relevant acts and the above information is correct to the best of my/our knowledge and belief.

(SIGNATURE)

NAME OF THE OCCUPIER/OWNER _____

DATE :