

Declaration by the Tenant Member

1. I _____ Tenant Member of the Tenement No. _____ on the _____ floor of the building No. _____ hereby confirm that my proposed Alterations/Repairs/Renovation plan mentioned in this requisition will be carried out by me through reputed contractor at my cost and risk.
2. I shall not tamper with the columns /beams & slabs i.e. R.C.C structure of the building.
3. I assume responsibilities for any damage to the Society's property, at any time later, arising out of the above said repairs/renovation/alterations which will be properly corrected by me at my cost.
4. I shall take due cognizance of any complaint of alleged damage leakage etc. from the adjoining tenant or the tenant just above or below my tenement arising out of the repairs/alterations/renovation carried out in my premises which will be attended to, rectified and reinstated at my cost to the fullest satisfaction of the complainant within 24 hours of receipt of the complaint. A written confirmation in this regard from the complainant will be submitted to the society.
5. Any concealed plumbing joints shall be pressure tested to recommended water bars.
6. The water proofing of the toilet flooring shall be floor tested for 24 hours.
7. I shall keep debris at the specified place in gunny bags allotted to me by the society till the work is completed. It is entirely my responsibility to remove the debris within 72 hours (3 days) from the date of completion of the repairs/renovations work failing which society can forfeit my deposit kept separately for debris.
8. I shall instruct contractor not to carry out any work after 7.00 PM.
9. I shall ensure that wooden furniture will be made at the contractors/carpenters workshop and only assembling/fixing of the furniture will be carried out in the premises.
10. I shall take every care to reduce inconvenience caused to neighbours (particularly senior citizens) due to work being carried out in my premises.
11. I shall fully co-operate with the managing committee members who are having every right to inspect the work being carried out, during its progress and after completion, and if found contrary to the permission granted then, managing committee shall have the right to stop the work-in-progress and take necessary action (including demolition) as deemed fit.
12. I shall not deviate from the proposed plan of alteration / repairs/renovation and shall not create any situation whereby peace of neighbours in particular and other residents in the wadi in general is disturbed.
13. I am willing to pay Society's Architects Fees of Rs 500/- through Society for his three visits to the repair site (Initial / Work in progress / on Completion of work)
14. I am willing to pay additional dues as determined by the Society if the area of my tenement is increased due to alterations /repairs /renovation from date of completion of work.
15. I am a responsible tenant member of this esteemed society and shall abide by the norms of the society. I shall not start proposed repairs/renovations/alterations until I get written approval from the society and shall honour the decision of the Managing Committee.

REQUIREMENTS FROM THE TENANT MEMBER

1. Plan / Layout (please write specifically enclosed / not enclosed)	
2. Permission from BMC (please write specifically enclosed / not enclosed)	
<p>3. NOC FROM NEIGHBOURS</p> <p>(Few circumstances are mentioned below for guidance . However each case will be scrutinized on the basis of facts & type of Repairs / Renovation or Alterations proposed to be carried out in the tenement & Managing Committee may insist tenant member to obtain required NOC from the neighbour(s) accordingly).</p>	
3.1 Immediate Neighbour (e.g. Repairs involving common partition wall either of bathroom/toilet/passage & similar situation between two adjoining tenements)	
3.2 All the Tenant Members on the Floor (e.g. enclosing common space/ passage & similar situation)	
3.3 Below your Tenement (e.g. Bathroom -Toilet repairs -replacing flooring - laying wall or floor tiles etc)	
4 Name of the Contractor to whom the work is awarded by the Tenant Member 5	
6 Address of the Contractor	
7 Contact No. of the Contractor	

SOCIETY'S HON. ARCHITECT'S COMMENTS AND APPROVAL	
8. Effect on the structure of the building	
9. Visualize any damage to the building and surrounding area.	
10. Specific care to be taken by the tenant	
11. Specific material to be used.	
12. Municipal Permission (required/not required so as to direct the tenant member accordingly)	
13. Any other comment	
14. Architect's recommendation & decision	
15. Architect's Visits to the site	Signature / date / Remarks if any
1 st VISIT : To know the type of work proposed to be carried out	
2 nd VISIT: Whilst work in progress	
3 rd VISIT : After Completion of Work	
If space is not sufficient, please use additional sheets	

