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BRIHANMUMBAI MAHANAGARPALIKA

Circular No.:AC/ 01 /Stats/2024-25

01 APR 2024

Sub. : Revision of Schedule Fees for furnishing extracts
of records pertaining to the Assessment and Collection
Department from – 01.04.2024.

Item no.	Description of the Items	Existing fees (Rs.) 01.04.2023 to 31.03.2024	Revised fees (Rs.) 01.04.2024 to 31.03.2025
1.	Pointing Out (on the spot) a property	1320/-	1460/-
2.	Furnishing Ward No./ SAC No., Stt. No., Locality & Valuation	720/-	800/-
3.	Furnishing Cadastral Survey No. corresponding to Ward No./ SAC No. or New Survey No.	880/-	970/-
4.	Furnishing Ward No./ SAC No., corresponding to Cadastral No. or New Survey No.	720/-	800/-
5.	Marking Ward No./SAC No. on a plan	720/-	800/-
6.	1. For allowing search of the Assessment Book for Rateable Value and Names of the owners 2. For allowing search of the details of Rent in respect of any property which is let.	*880/-+ # 429/- *per property per year for the first three successive years # per each succeeding year	*970/-+ # 472/- *per property per year for the first three successive years # per each succeeding year
7.	For furnishing Certificate of payment of bills in respect of any property	880/-for a document + 253/- for attestation	970/-for a document + 279/- for attestation
8.	For furnishing details of Inspection Extract which comprises the details of rent estimated or stated, area, rate adopted for letting value of the portion of the property and working of Rateable Value	Rs. 1133/- per property per year (880/- for a document + 253/- for attestation)	Rs. 1249/- per property per year (970/- for a document + 279/- for attestation)
9.	For furnishing copy of Tabulated Ward Report (N.B.: Xerox copy of Tabulated Ward Report will be provided free of cost to the complainant at the time of hearing of Tabulated Ward Report complaint)	Rs. 1133/- (880/- for a document + 253/- for attestation)	Rs. 1249/- (970/- for a document + 279/- for attestation)

10.	Certificate for First Date of Assessment of the Property	Rs. 1133/- (880/- for a document + 253/- for attestation)	Rs. 1249/- (970/- for a document + 279/- for attestation)
11	Category Certificates (For Repair Cess Buildings)only in City Zone	Rs. 1133/- (880/- for a document + 253/- for attestation)	Rs. 1249/- (970/- for a document + 279/- for attestation)
12.	For furnishing copy of Complaint Extract (N. B.: Xerox copy of the Complaint Extract is provided free of cost to the complainant on disposal of the complaint)	Rs. 1133/- (880/- for a document + 253/- for attestation)	Rs. 1249/- (970/- for a document + 279/- for attestation)
13.	Certificate showing Rateable Value and names of the owners of the property from Assessment Book.	Rs. 1133/- (880/- for a document + 253/- for attestation)	Rs. 1249/- (970/- for a document + 279/- for attestation)
14.	For allowing inspection of a transfer of property case from transfer file	1320/-	1460/-
15.	For beating bataki	1320/-	1460/-
16.	For furnishing authenticated copy of Bataki Notice	1320/-	1460/-
17.	For furnishing a duplicate refund certificate	720/-	800/-
18.	Issuing duplicate copy of transfer certificate	314/-	346/-
19.	Extracts of records pertaining to Capital Value based Property Tax system i.e. computerized Annex. statements	29/- per page	32/- per page
20	System generated PTN ledger showing demand and collection of the property.	29/- per page	32/- per page
21	Duplicate property tax bill	29/- per page	32/- per page

All the staff concerned is directed to note the above orders. The Asst. A.&C.'s of the wards are directed to see that the fees are recovered as per the revised schedule w.e.f. 01st April, 2024.

Thus, the earlier Circular No. AC/ 06/Stats/2023-24 dated 31.03.2023 is superseded

N.B. : Please note that these fees are not related to Right to Information Act's fees. The fees under Right to Information Act are applicable as usual.


01.04.24
Assessor & Collector (I/C)