



SOUTH DELHI MUNICIPAL CORPORATION  
LAND & ESTATE DEPARTMENT  
7th FLOOR, E-1 WING, Dr. SPM CIVIC CENTRE  
J.L. NEHRU MARG, NEW DELHI – 110002  
landestatesdmc@gmail.com  
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No. AC/L&E/SDMC/2022/D- 575

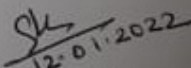
Dated: 12/01/2022

Circular

Subject:-Rationalization of levy of Damage charges and permission for division and amalgamation of L&DO/DoE Lease shops falling under the jurisdiction of SDMC.

1. The Corporation, SDMC vide resolution No 209 dated 22.12.2021, allowed rationalization in damage charge by charging 50% of the conversion charges for each floor subject to the condition that shopkeepers should have to submit an affidavit that either they will remove the unauthorized construction or get the same regularized from the concerned department within six months of execution of conveyance deed.
2. Division/amalgamation shall be allowed by charging Rs.5,00,000/- for each division and amalgamation and where amalgamation is observed for more than two shops then charges may be recovered from all such shops @ Rs. 10,00,000/- each amalgamation subject to Shopkeepers have to submit a Structural Safety Certificate from the registered Architect/Engineer and also submit the common ownership of shops proposed for amalgamation.
3. The Conversion charges shall be calculated on circle rates (Commercial) as per the established formula and circle rates (The formula is Conversion Charge = Circle Rates (commercial) X area X 10%).
4. The Circle Rates (commercial) means the rates notified by the Government of NCT of Delhi (GNCTD) for valuation of land and properties, available on the GNCTD website. The rebate/relaxation on circle rates offered vide Notification issued by GNCTD in this regard shall not be applicable for calculation of Conversion and Damage Charges.
5. The applicant has to submit an affidavit (enclosed) with the Demand Draft of Damage charges at the time of submission of application for conversion.
6. This is one time opportunity for a limited period for 6 months from the date of issue of orders may be afforded to all the lessees for above.

This issues with the approval of competent authority.

  
12-01-2022  
Assistant Commissioner  
Land & Estate Department/SDMC

Copy to:-

1. All Additional Commissioner, SDMC.
2. A&C SDMC.
3. Deputy Commissioner, L&E/SDMC.
4. Deputy Commissioner, Central, South, West and Najafgarh Zone, SDMC.
5. Chief Engineer (concerned)/ Central, South, West and Najafgarh Zone /SDMC.
6. Chief Town Planner, SDMC.
7. Director (IT)/SDMC with the request to kindly upload it on SDMC website.
8. Director (P&I), SDMC with the request to kindly publish it in the leading News Papers.

Copy for kind information to:-

- Hon'ble Mayor, SDMC.
- Hon'ble Chairman Standing Committee, SDMC.
- Hon'ble Leader of the House/SDMC.
- Hon'ble Leader of the Opposition.

Copy also for kind information to:-

- L&DO, Land & Development Office, MOUD, GOI, Nirman Bhawan, New Delhi.
- Vice chairman, DDA, Vikas Sadan, INA, New Delhi
- PS to Commissioner, SDMC for kind information of the Corporation.

### AFFIDAVIT (Self declaration)

I, "Name" son of "Father's Name", resident of "Address" do hereby undertake as under:-

1. That I am the allottee in physical possession of "Property/Shop Address", measuring about "Area in sqm" having shop No. \_\_\_\_\_.
2. That there is unauthorised construction in "\_\_\_\_" numbers of floors in the aforesaid Property/Shop. Recent photograph of the property including front elevation is submitted.
3. That there is no encroachment beyond the allotted area of property.
4. That I will remove the unauthorized construction or get the same regularized from the concerned department within six month of execution of conveyance deed else I am aware that the conveyance deed stands automatically cancelled/revoked after expiry of the period of six months on account of unauthorized construction.
5. That I am enclosing a Demand Draft of Damage Charges in respect of my Shop/Flat/stall etc. No. \_\_\_\_\_ and ready to follow the guidelines issued by the authority in this regards.