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THE TAMIL NADU URBAN LAND TAX RULES, 1966

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[1]THE TAMIL NADU URBAN LAND TAX RULES, 1966

(G.O.P. No. 2661, Revenue, 23rd August, 1966)

S.R.O. No. A-758 of 1966 - In exercise of the powers conferred by Section 42 of the Tamil Nadu Urban Land Tax Act, 1966 the Governor of Tamil Nadu hereby makes the following rules:-

1. Short title. - These rules may be called the TAMIL NADU URBAN LAND TAX RULES, 1966.

2. Definitions. - In these rules, unless the context otherwise requires–

(a) "Act" means the Tamil Nadu Urban Land Tax Act, 1966 (Tamil Nadu Act, 12 of 1966);

(b) "Form" means a form appended to these rules; and

(c) "Section" means a section of the Act.

3. Determination of Market value of urban land by Assistant Commissioner under sections 10 and 11. (1) The orders of the Assistant Commissioner on the determination of market value of the urban land under sub-section (1) of section 10 and the urban land tax payable thereon shall be in Form 3.

(2) The notice under clause *(a)* of sub-section (2) of section 10 shall be in Form2[2] [or Form 2-A].

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1 Published in the "Tamil Nadu Government Gazette (Extraordinary) Part V dated 25th August, 1966, Pages 1 to 24.

2 Added by G.O. Ms. No. 2969 Rev. dated 27th July 1993

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(3) The orders of the Assistant Commissioner on the determination of market value of the urban land under clause *(b)* or *(c)* of sub-section (2) of section 10 and the urban land tax payable thereon shall be in Form 3.

(4) The notice under sub-section (l) of section 11 shall be in Form 4.

(5) The orders of the Assistant Commissioner on the determination of market value of the urban land under sub-section (2) or (3) of section 11 and the urban land tax payable thereon shall be in Form 5.

4. Manner of service of order under section 10 or 11.– Any order passed under section 10 or 11 shall be served on the owner of the urban land in the following manner, namely :-

(a) In the case of any company, society or association of individuals, whether incorporated or not, be served -

(i) on the secretary or any director or other principal officer of the company, society or association of individuals, as the case may be; or

(ii) by leaving it or sending it by registered post acknowledgment due, addressed to the company, society or association of individuals, as the case may be, at the registered office, or if there is no registered office, then, at the place where the company, society or association of individuals as the case may be, carried on business;

(b) in the case of any firm, be served -

(i) upon any one or more of the partners; or

(ii) at the principal place at which the partnership business is carried on, upon any person having at the time of service the control or management of the partnership business;

(c) in the case of a family, be served upon the person in management of such family or of the property of such family, in the manner specified in clause *(d);*

(d) in the case of an individual person, be served -

(i) by delivering or tendering the order to the person concerned or his counsel or authorised agent; or

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(ii) by delivering or tendering the order to some adult member of the family; or

(iii) by sending the order to the person concerned by registered post acknowledgment due; or

(iv) if none of the aforesaid modes of service is practicable by affixing the order in some conspicuous part of the last known place of residence or business of the person concerned.

[1][**5. Notice of Demand of urban land tax, and penalty to individual assessee under section 14 read with section 40-A.**– The notice of demand of urban land tax and penalty under section-14 read with section 40-A shall be in Form 6].

[2][**6. Levy of urban land tax escaping assessment under section 16. -** The Assistant Commissioner may at any time within thirty years from the date of commencement of the fasli year from which the assessment is due, serve on an urban land owner, whose land has escaped assessment or has been wrongly or incorrectly assessed for any fasli year, a notice in Form 7 and proceed to assess or re-assess the Urban Land].

7. Recovery from the occupier of urban land in certain cases under section 18.- Where it is decided to recover the urban land tax [3][and penalty] from an occupier under sub-section (1) of section 17, the recovery shall be made either monthly, quarterly, half-yearly or annually, as the case may be, depending on the terms of the covenant or lease agreement between the occupier and the owner regarding the payment of rent and the recovery shall be effected only on or after the date(s) on which such rent falls due:

Provided that where the urban land tax [3][and penalty] exceeds such monthly, quarterly, half-yearly or annual rent, the recovery shall be in such number of instalments depending on the quantum of the monthly, quarterly, half-yearly or annual rent as the case may be payable

1 Substituted by G.O. Ms. No. 4514 Rev. dated 27th July 1973
2 Substituted by G.O. Ms. No. 416, Rev. dated 18th February 1981
3 Added by G.O. Ms. No. 4514 Rev. dated 27th July 1973

by the occupier to the owner in terms of the said covenant or lease agreement between the occupier and the owner.

8. Obligation of transferor and transferee to give notice of transfer of urban land to Urban Land Tax Officer under section 19-(*1*) The notice of transfer of title of urban land to be given by the transferor and the transferee to the Urban Land Tax Officer under sub-section (1) of section 19 shall be in Form 8.

(2) The notice of transfer of title of urban land to be given under sub-section (2) of section 19 by the successor of a deceased person who is primarily liable to the payment of urban land tax shall be in Form 9.

9. Appeal to Tribunal under section 20. - (1) An appeal preferred under section 20 shall be in Form 10 and shall be accompanied by the original or certified copy of the order appealed against.

(2) The appeal shall be signed by the appellant or by his authorised agent and presented to the Tribunal in person or by his authorised agent at any time during office hours on any working day or sent by registered post acknowledgment due. The authorisation of the agent presenting the appeal shall be in writing and shall accompany the appeal unless the agent holds a power of attorney.

(3) The Tribunal may, before disposing of an appeal, make such further enquiry as it thinks fit or obtain such further information as it requires from the Urban Land Tax Officer.

(4) A copy of the order passed in respect of an appeal by the Tribunal under section 20 shall be communicated to the assessee and to the Commissioner of Urban Land Tax in the manner laid down in rule 4.

(5) A fee of Five Rupees shall be paid in respect of each appeal by an assessee and the appeal shall be accompanies by a treasury receipt evidencing the payment of the amount of the fee.

(6) Notice to the appellant under section 20 shall be in Form 11.

10. Refund of excess payment of urban land tax [1][and penalty] under section 21.- (1) The form of intimation for refund or adjustment

1 Added by G.O. Ms. No. 4514, Rev. dated 27th July, 1973

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of urban land tax for subsequent fasli year under section 20 shall be in Form 12.

(2) No claim to any refund of urban land tax [and penalty] shall be allowed unless it is made within three years from the date of service of notice of demand of urban land tax under section 14.

(3) The notice of demand of urban land tax [1][and penalty] under clause *(b)* of sub-section (1) of section 21 shall be in Form 13.

11. Survey of urban land under section 22. - The extent of boundaries of urban land covered by any order passed by any authority or officer in any proceedings under the provisions of this Act shall be subject to any changes consequent on the determination of the fair area and map-plotting by the survey authorities.

12. Concession in respect of owner-occupied buildings under section 26. - (1) Within a period of sixty days from the date of service of Notice of Demand under section 13 any owner-occupier of a building claiming the concession under section 26 on the ground that the building is wholly occupied by the owner for residential purposes only, shall make an application in Form 14 to the Urban Land Tax Officer:

Provided that the Urban Land Tax Officer may entertain an application after the expiry of the said period of sixty days if he is satisfied that there was sufficient cause for not making it within that period.

[2][On receipt of the said application and on making such enquiry as he may consider necessary, the Urban Land Tax Officer shall either reduce the urban land tax as provided for in the said section 26 and issue an order in Form 15 or Form 15-A as the case may be or refuse to do so for reasons to be recorded in writing]

(3) Where the building has been occupied by the owner for residential purposes for less than six months in a fasli year, the owner -occupier shall not be entitled to any concession under section 26.

1 Added by G.O. Ms. No. 4514, Rev. dated 27th July, 1973
2 Substituted by G.O. Ms. No. 4515, Rev. dated 27th July 1973

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(4) Where any building in respect of which concession has been granted under section 26 ceases to be occupied wholly by the owner for residential purposes, the owner shall give notice of such change to the Urban Land Tax Officer in Form 16 within sixty days from the date of such change and the owner shall not be entitled to the concession from the date of such change :

Provided that the Urban Land Tax Officer may admit a notice after the expiry of the said period of sixty days if he is satisfied that there was sufficient cause for not giving it within that period.

(5)*(a)* Where in respect of an urban land liable to full assessment, the owner occupies the building thereon wholly for residential purposes in the course of the fasli year he shall, if he claims the concession under section 26, prefer a petition stating the particulars mentioned in sub-rule (1) within sixty days from the date of such owner occupation :

Provided that the Urban Land Tax Officer may entertain a petition after the expiry of the said period of sixty days if he is satisfied that there was sufficient cause for not preferring it within that period.

(b) In respect of any such application the procedure laid down in the above sub-rules shall be followed.

(6)*(a)* If it comes to the notice of the Urban Land Tax Officer that a building in respect of which the concession under section 26 has been granted ceases to be occupied by the owner for residential purposes, in the fasli year and a notice has not been given by the owner as required by sub-rule (4), the Urban Land Tax Officer shall, after due notice to the assessee and taking into consideration such submissions as the owner may wish to make, cancel the concession and levy the full assessment for the entire fasli year. The notice mentioned above shall be in Form 17.

(b) Notwithstanding anything contained in Form 17, the Assistant Commissioner may consider the objections made by the owner in reply to the show-cause notice given in the said Form 17 after the expiry of the period referred to therein if he is satisfied that there was sufficient cause for not making it within that period.

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[1][(7) Notwithstanding anything contained in sub-rules (1) and (2) in a case where the owners occupier of a building has applied for and has been granted the concession specified in section 26, no fresh application need be made every fasli year for obtaining the concession provided that such owner-occupier continues to occupy the building without any break. In such a case, he shall send a declaration in Form 14 A to the Urban Land Tax Officer, who shall be competent to grant such concession].

13. Revision by Commissioner of Land Reforms under section 30.- The notice by Commissioner of Land Reforms to any party under section 30 shall be in Form 18.

14. Rectification of any error apparent on the face of the record under section 32. - (1) The notice to the assessee by the Urban Land Tax Officer, the Assistant Commissioner, the Commissioner of Land Reforms or the Tribunal under sub-section (1) of section 32 shall be in Form 7.

(2) The Form of intimation for refund or adjustment of urban land tax for subsequent fasli year under sub-section (2) of section 32 shall be in Form 12.

15. Power to call for information from a person by an Urban Land Tax Authority or Officer under section 34.- The notice to call for information for determining urban land tax payable by an assessee under section 34 shall be in Form 19.

16. Book of assessment under section 42.- The book of assessment of urban land tax, under Section 42 shall be in Form 20.

17. Forms and Registers under the Act. - (1) The application for inspection or for a copy of public records shall be in Form 21.

(2) The Urban land enumeration register shall be in Form 22.

[2][(3) The revenue accounts for urban land tax and penalty levied under the Act shall be in Forms 23, 23A, 24, 26, 28 and 29].

1 Added by G.O. Ms. No. 3758, Rev. dated 7th November 1974
2 Substituted by G.O. Ms. No. 1811, Rev. dated 6th November 1982

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(4) Every objection or application under the Act shall, in addition to the particulars necessary to support it, also state the grounds on which the objection or application is made.

(5) Every objection or application shall be in duplicate and it shall be presented in person or by an authorised agent or sent by post to the Urban Land Tax Authorities.

[1][(6) The Form of intimation of exemption under section 29-A by the Assistant Commissioner shall be in Form 5-A.

(7)The orders of the Assistant Commissioner on the assessment in the revised rates shall be in Form 5-B.

(8)The notice for levy of penalty for failure to submit the return under section 7-A shall be in Form 7-B.

(9)The notice for levy of penalty for filing incomplete and incorrect return under section 7-A shall be in Form 7-C.

(10)The Form of register for imposing penalty under section 40-A shall be in Form 7-D].

(11) (i) The Register of returns received under section 7-A shall be in Form 30.

(ii) The Register showing non-receipt of returns under section 7-A shall be in Form 31.

[2][(12) The order of the Assistant Commissioner of Urban Land Tax levying penalty under section 40-A shall be in Form 7-E];

[3][(13) The order of the Assistant Commissioner on the determination of market value on urban land tax under sub-section (1) of section 10 of the Act and the urban land tax payable thereon shall be in Form 1-A.

(14) The notice calling for further particulars on returns received under section 7 of the Act shall be in Form 2-B.

(15) The order of the Assistant Commissioner on the determination of market value of the urban land under section 10(2) *(b)* or 10(2) *(c)* read with section 40-A of the Act shall be in Form 3-A.

(16) The notice under section (1) of section 11 read with section 40-A of the Act shall be in Form 4-A.

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1 Added by G.O. Ms. No. 3910 Rev. dated 30th November, 1971
2 Added by G.O. Ms. No. 235, Rev. dated 1st February 1973
3 Added by G.O. Ms. No. 4514, Rev. dated 27th July 1973

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(17) The order of Assistant Commissioner under sections 11 (2)/11(3) read with section 40-A of the Act shall be in Form 5-D.

(18) The book of assessment of urban land tax under section 42 of the Act shall be in Form 20-A].

[1](19) The register of returns received under section 7-B shall be in Form 32.

(19-A)The return under section 7-B shall be in Form 33.

[2](19-B) The return under section 7-C shall be in Form 33-A.

[3] (19-C) The return under section 7-D of the Act shall be in Form 33-B.

(20) The register showing the non-receipt of return under Section 7-B shall be, in Form 34.

(21) The order of the Assistant Commissioner on the determination of the amount of urban land tax payable under sub-section (1) of section 10 read with section 5-C of the Act, shall be in Form 1-C.

(22) The notice for calling further particulars on returns received under Section 7-B of the Act shall be, in Form 2-C.

(23) The order of the Assistant Commissioner on the determination of the amount of urban land tax payable under section 10(2) *(b)* or 10(2)(c) read with sections 5-B and 40-A of the Act, shall be in Form 3-B.

(24) The notice under sub-section (1) of section 11 read with sections 7-*B* and 40-A of the Act shall be in Form 4-B.

(25) The order of the Assistant Commissioner on the determination of amount of urban land tax under section 11 (2)/l 1(3), read with sections 5-B and 40-A of the Act shall be in Form 5-E.

(26) The book of Assessment of Urban Land Tax under section 42 of the Act, shall be in Form 20-B],

(27) The register of returns received under section 7-C shall be in Form 32-A.

(28) The register showing details of land for which returns have not been received under section 7-C shall be in Form 34-A.

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1. Added by G.O. Ms. No. 4515 Rev. dated 27th July, 1973
2. Added by G.O. Ms. No. 2014, Rev. dated 18th September 1975
3. Added by G.O. Ms. No. 837, Rev. dated 3.8.92

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(29) The order of the Assistant Commissioner on the determination of the amount of urban land tax payable under Section 10 read with section 5-C shall be in Form 1-C.

(30) The order of the Assistant Commissioner on the determination of the amount of urban land tax and penalty, if any, payable under section 10(2) *(b)* or 10 (2) *(c)* read with sections 5-C and 40-A shall be in Form 3-C.

(31) The order of the Assistant Commissioner on the determination of amount of urban land tax and penalty, if any, payable under sub-sections (2) and (3) of section 11 read with sections 5C and 40A, shall be in Form 5-F.

(32) The book of assessment to be prepared under section 42 of the Act, shall be in Form 20-C.

[1](33) The order of the Assistant Commissioner on the determination of the amount of Urban Land Tax payable under sub-section (1) of section 10, read with section 5-D of the Act shall be in Form 1-D.

(34) The notice for calling further particulars on returns received under section 7-D of the Act shall be in Form 2-D.

(35) The order of the Assistant Commissioner on the determination of the amount of Urban Land Tax payable under clause *(b)* or clause (c) of sub section (2) of section 10, read with sections 5-D and 40-A of the Act shall be in Form 3-D.

(36) The notice under sub-section (1) of section 11 read with section 7-D and 40-A of the Act shall be in Form 4-C.

(37) The order of the Assistant Commissioner on the determination of amount of Urban Land Tax payable under sub-section (2) or (3) of section 11 read with sections 5-D and 40-A of the Act shall be in Form 5-G.

(38) The register of return received under section 7-D shall be in Form 32-B.

(39) The register showing the details of land for which returns have not been received under section 7-D shall be in Form 34-B.

(40) The Book of assessments to be prepared under section 42 read with section 7-D of the Act shall be in Form 20-D].

18. Fees payable in respect of applications and petitions under the Act. - The fees leviable in respect of applications under the Act shall be at the rate specified in the **Table**. The fee shall be paid in the form of Court-fee stamps.

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1 Added by G.O. Ms. No. 837, Rev. dated 3rd August 1992

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[1]THE TABLE

Section	Description of document	Fee
(1)	(2)	(3)
		Rs.P.
7	Return by the owner of urban land to the Assistant Commissioner	Nil
21	Application to the Urban Land Tax Officer for refund of excess payments of urban land tax	2 00
30(1)	Application to the Commissioner of Land Reforms.	5 00
30(2)	Application to the Commissioner of Land Reforms to stay execution of any decision or order.	5 00
32	Application to Urban Land Tax Authorities to rectify any error apparent on the face of the record.	Nil
	Application for inspection or for a copy of a public document under the provisions of the Act.	2 00
	Application or petition other than those specified above -	
	To the Government	5 00
	To the Commissioner of Land Reforms	5 00
	To the Tribunal	5 00
	To the Director of Urban Land Tax	2 50
	To the Assistant Commissioner	2 50
	To the Urban Land Tax Officer	2 50
	To any other Officer or Authority	2 50

[1] Substituted by G.O.Ms.No.189, Rev. dated 17th February, 1992.

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19. Manner of rounding off of total amount of urban land tax due from an assessee.- The total amount of urban land tax due from an assessee shall be rounded off to the nearest multiple of ten paise taking five and more paise to the next higher multiple of ten paise.

[1]**[20. Power to apportion the urban land tax conferred on Urban Land Tax Officer.-** Where an urban land for which the market value and the amount of urban land tax payable thereon had been determined under Section 10 or 11 of the Act, is subsequently sub-divided or its title is transferred under section 19 of the Act, the Urban Land Tax Officer may apportion the urban land tax determined for the land amongst the actual owners after such sub-division or transfer of title and issue notices of demand accordingly.]

21. Demand Register.- The Assistant Commissioner shall hand over a Demand Register which shall be in Form 36, to the Urban Land Tax Officers concerned with the details of assessment levied on the urban lands in the jurisdiction of the Urban Land Tax Officer.

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1 Inserted by G.O. Ms. No. 2357, Rev. dated 24th July 1970

FORM 1

[*See* rule 3(1)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 10(1) of the Tamil Nadu Urban Land Tax Act, 1966.

In accordance with the return submitted by you, I determined the urban land tax payable by you as follows:-

District		Taluk		Village	Division / Ward	
Serial Number	Name of Street	Corporation or Municipal door number	Re-Survey / Town Survey / Survey and Sub-division number	Extent Ground / Square feet Acre / Cents	Name of Owner	Market value of urban land in the opinion of owner per ground/cent
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Market value of Urban Land as determined by Assistant Commissioner, per ground / cent	Amount of Urban Land tax [1][at the rate specified in the schedule]	Urban land tax for extent in column (5)	Reasons for determination of market value as in column (8) by Assistant Commissioner
(8)	(9)	(10)	(11)

Place:

Date: *Assistant Commissioner of Urban Land Tax*

1. Substituted by G.O. Ms. 2051, Rev. dated 17th July, 1972

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[1]FORM 1-A

[See rule 17(13)]

Form of Order of the Assistant Commissioner of Urban Land Tax under section 10(1) of the Tamil Nadu Urban Land Tax Act, 1966.

In accordance with the return submitted by you, I determine the urban land tax payable by you as follows:

District	Taluk	Village	Division / Ward

(1)	Serial Number	
(2)	Name of street	
(3)	Corporation or Municipal door number	
(4)	Re-survey / Town Survey/Survey and sub-division number	
(5)	Extent	Ground Square feet
		Acre Cent
(6)	Name of owner	
(7)	Market value of urban land in the opinion of owner per ground/cent.	
(8)	Market value of urban land as determined by Assistant Commissioner per ground/cent.	
(9)	Slab rate in which the amount of urban land tax has to be fixed in this case.	
(10)	Amount of urban land tax as finally determined by the Assistant Commissioner.	
(11)	Reasons for determination of market value as in column 8 by Assistant Commissioner	
(12)	Payment.	

Place :

Date : *Assistant Commissioner of Urban Land Tax*

1 Inserted by G.O. Ms. No. 4514, Rev. dated 27th July 1973.

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[1][FORM 1-B

[*See* rule 17(21)]

Form of Order of the Assistant Commissioner on the determination of the amount of Urban Land Tax payable under sub-section (1) of section 10 read with section 5-B of the Tamil Nadu Urban Land Tax Act, 1966.

In accordance with the return submitted by you, I determine the Urban Land Tax payable by you as follows:-

District	**Taluk**	**Village**	**Division / Ward**

1. Serial Number	
2. Name of street	
3. Corporation or Municipal door number	
4. Re-survey / Town Survey/ and the sub-division number	
5. Extent	Ground Square feet Acre Cent
6. Name and address of the owner	
7. Date of receipt of return under section 7-B of the Act	

8. Market value of the urban land as determined by the Assistant Commissioner**:-**

Ward Number	**Block Number**	**Town Survey Number**	**Extent.**	**Rate per Ground**	**Value of the land in Column (4)**
(1)	(2)	(3)	(4)	(5)	(6)

1 Inserted by G.O. Ms. No. 4515, Rev. dated 27th July, 1973

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9. Details of land having the lowest market value exempted under section 22-A (as amended in Amendment Act 1972)

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (4)
(1)	(2)	(3)	(4)	(5)	(6)

10. Details of land liable for urban land tax under Tamil Nadu Urban Land Tax Amendment Act, 1972.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (4)
(1)	(2)	(3)	(4)	(5)	(6)

11. Slab rate in which the land involved has to be assessed

Note: The slab rate has to be fixed with reference to the total extent of holding including the exempted limit and not with reference to the extent liable for tax.

12. Amount of Urban Land Tax fixed in this case

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (4)
(1)	(2)	(3)	(4)	(5)	(6)

13. Payment:- The Urban Land Tax should be paid to the Urban Land Tax Officer for every fasli year commencing from 1st July, 1972.

Place:

Date: *Assistant Commissioner of Urban Land Tax*

Note: Where any building is occupied wholly by the owner for residential purpose only and where such owner makes an application to the Urban Land Tax Officer (Tahsildar), that officer shall subject to relevant rules after satisfying himself about the facts reduce the tax by fifty percentum the amount of Urban Land Tax payable on the urban land on which the building has been constructed and on the urban land appurtenant to such building (Section 26 of the Tamil Nadu Urban Land Tax Act, 1966).

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[1]FORM 1-C

[See rule 17(29)]

Form of Order of Assistant Commissioner under sub-section (1) of section 10 read with section 5-C of the Tamil Nadu Urban Land Tax Act. 1966

In accordance with the return submitted by you. I determine the Urban Land Tax payable by you as follows:

District: Taluk:

(1) Assessment number as per the case register under Tamil Nadu Urban Land Tax (Amendment) Act, 1975.

(2) Name and address of the owner

(3) Date of receipt of return

(4) Details of Urban land as furnished in the return.

Village	Ward Number	Block Number	Re-Survey / Town Survey and the sub-division Number	Extent		Market value as furnished in the return
				Vacant or used for residential purposes	Used for non-residential purposes	
(i)	(ii)	(iii)	(iv)	(v-a)	(v-b)	(vi)

(5) Market value as determined by the Assistant Commissioner

				Extent		
Village	Ward Number	Block Number	Re-Survey / Town Survey and the sub-division Number	Vacant or used for residential purposes Gr. Sq.ft	Used for non-residential purposes Gr. Sq.ft	Market value determined per ground
(i)	(ii)	(iii)	(iv)	(v-a)	(v-b)	(vi)

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(6) Urban Land Tax payable as determined by the Assistant Commissioner

Village	Ward Number	Block Number	Town Survey Number	Extent	Market value for the land
(i)	(ii)	(iii)	(iv)	(v)	(vi)

Slab rate for the total extent	Amount of tax payable	Urban Land Tax Officer to whom tax is payable
(vii)	(viii)	(ix)

Residential: _____

Total: _____

Non-residential: _____

Total: _____

Note: The slab rate has to be fixed separately for residential and non-residential lands with reference to the total extent of lands under each category.

(7) Payments:- The Urban Land Tax should be paid to the Urban Land Tax Officer for every fasli year commencing from the 1st day of July 1975.

Note: (1) This order is issued subject to the provisions of sections 16 and 32.

(2) An appeal against the levy of Urban Land Tax in this order lies to the Tamil Nadu Urban Land Tax Tribunal under section 20(1)(a) of the Tamil Nadu Urban Land Tax Act, 1966 within thirty days from the date of receipt of this order.

Place: *Assistant Commissioner of Urban Land Tax*

Date:

1 Inserted by G.O. Ms. No. 2015, Rev. dated 18th September, 1975

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[1][FORM 1-D

[See rule 17(33)]

Form of Order of Assistant Commissioner of Urban Land Tax under sub-section (1) of section 10 read with Section 5-D of **the Tamil Nadu Urban Land Tax Act, 1966.**

In accordance with the return submitted by you, I determine the Urban Land Tax payable by you as follows :-

District : Taluk :

(1)	Assessment number as per the case register under Tamil Nadu Urban Land Tax (Amendment) Act, 1991.	
(2)	Name address of the owner.	
(3)	Date of receipt of return	

(4) Details of urban lands as furnished in the return

Village	Ward number	Block number	Resurvey Town Survey and Subdivision number	Extent Ground/Sq.ft.	Market value as furnished per ground
(1)	(2)	(3)	(4)	(5)	(6)

(5) Market Value as determined by the Assistant Commissioner:

Village	Ward number	Block number	Resurvey Town Survey and Subdivision number.	Extent Ground/Sq.ft.	Market value determined per ground.
(1)	(2)	(3)	(4)	(5)	(6)

Inserted by G.O. Ms. No. 837, Rev. dated 3rd August, 1992

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(6) Urban land tax payable as determined by the Assistant Commissioner:

Village	Ward Number	Block Number	Town Survey number	Extent	Market Value for the land	Slab rate for the total extent	Amount of tax payable	Urban Land Tax Officer to whom tax is payable
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)

(7) Payments :- The Urban Land Tax should be paid to the Urban land Tax Officer for every fasli year commencing from the 1st day of July 1991.

Note :-

(1) This Order is issued subject to the provisions of sections 16 and 32 of the Act.

(2) An appeal against the levy of urban land tax is this order lies to the Tamil Nadu Urban Land Tax Act, Tribunal under section 20 (I) (a) of the Tamil Nadu Urban Land Tax Act, 1966, within thirty days from the date of receipt of this order.

Place:

Date: *Assistant Commissioner of Urban Land Tax*

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FORM 2

[*See* rule 3(2)]

Notice under section 10(2)(a) of the Tamil Nadu Urban Land Tax Act, 1966.

To

Your return under section 7 of the Tamil Nadu Urban Land Tax Act, 1966 to the Assistant Commissioner of Urban Land Tax, relating to the urban land bearing Door No. _____ Street _____ Division Ward and Survey No. _____ Sub-division No. of Village _____ Taluk _____ District _____ has been received. I am not satisfied that the particulars contained therein are correct and complete. With reference to information available with us, I provisionally determine the market value of the Urban Land as Rs. _____ (Rupees) per ground/ cent.

You are required to lodge before the Assistant Commissioner of Urban Land Tax within fifteen days from the date of service of this notice a statement in writing of your objections, if any, to such fixation of market value. The Objections will be enquired into on _____ at _____a.m. / noon/p.m. when you will be at liberty to appear in person or by authorised agent and to adduce any oral or documentary evidence in support of your objections, failing which the provisional market value will be confirmed.

Place :

Date: *Assistant Commissioner of Urban Land Tax*

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[1]FORM 2-A

[*See* rule 3(2)]

Notice to the owner of urban land in the City of Madras under section 10(2) *(a)* of the Tamil Nadu Urban Land Tax Act, 1966.

To

Your return under section 7-A of the Tamil Nadu Urban Land Tax Act, 1966 to the Assistant Commissioner of Urban Land Tax _____ relating to the urban land specified below has been received. I am not satisfied that the particulars contained therein are correct and complete. With reference to the information available with us the following discrepancies have been noticed:-

Particulars as per the information available with the Assistant Commissioner

Name of the Village	Block Number	Sl. Number	Particulars as noted in the return		
			Extent	Name of the owner	Any other particulars
(1)	(2)	(3)	(4)	(5)	(6)

1 Inserted by G.O. Ms. No. 2969, Rev. dated 29th May, 1973

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Extent.	Name of the owner	Any other particulars.	Details of documentary evidence, if any, required to be produced by the assessee to prove the correctness of the particulars as noted in his return.
(7)	(8)	(9)	(10)

You are required to lodge before the Assistant Commissioner of Urban Land Tax within fifteen days from the date of service of this notice a statement in writing along with the documents referred to in column (10) above. You are hereby required to appear before the undersigned on _____ (date) _____ at _____ (hour) either in person or by an authorised agent and to adduce any oral or documentary evidence in support of your contentions. Take notice that if you fail to furnish the statement or information or file the documents on or before the date of enquiry, the enquiry will be proceeded with and the market value determined in your absence.

Place :

Date : *Assistant Commissioner of Urban Land Tax*

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[1]FORM 2-B

[*See* rule 17(14)]

Notice under section 10(2) *(a)* read with section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

To

Your return under section 7 of the Tamil Nadu Urban Land Tax Act, 1966, as amended in 1971, to the Assistant Commissioner of Urban Land Tax, _____ relating to the following urban land has been received. I am not satisfied that the particulars contained therein are correct and complete. With reference to the information available with us the following discrepancies have been noticed :-

Name of Vill-age	Block No.	Town Survey No.	Particulars as noted in the return			Particulars as per the information available with the Assistant Commissioner			Details of documentary evidence, if any, required to be produced by the assessee
			Extent	Name of owner	Any other parti-culars	Ex-tent	Name of owner	Any other parti-culars.	
(1)	(2)	(3)	(4a)	(4b)	(4c)	(5a)	(5b)	(5c)	(6)

1 Inserted by G.O. Ms. No. 4514, Rev. dated 27th July, 1973

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You are required to lodge before the Assistant Commissioner of Urban Land Tax within fifteen days from the date of service of this notice a statement in writing along with the documents referred to in column (6) above. The matter will be enquired into on _____ at _____ a.m. / noon / p.m., when you will be at liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your contention.

It is also proposed to levy a penalty of Rs. _____ for the return which has been filed with incorrect/incomplete particulars. You may lodge your explanation, if any, as to why this proposed penalty should not be confirmed. Failure to furnish the statement of information or file the documents on or before the date of enquiry will result in an *ex parte* assessment under the provisions of the Tamil Nadu Urban Land Tax Act and confirmation of the proposed penalty.

Place:

Date: *Assistant Commissioner of Urban Land Tax*

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[1]FORM 2-C

[See rule 17(22)]

Form of Notice under section 10(2)(a) read with section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

To

Your return under section 7-B of the Tamil Nadu Urban Land Tax Act, 1966, as amended by Tamil Nadu Urban Land Tax (Amendment) Act, 1972 to the Assistant Commissioner of Urban Land Tax, _____ relating to the following urban land has been received. I am not satisfied that the particulars contained therein, are correct and complete. With reference to the information available with us the following discrepancies have been noticed:

Name of Vill-age	Block No.	Town Survey No.	Particulars as noted in the return			Particulars as per the information available with the Assistant Commissioner			Details of documentary evidence, if any, required to be produced by the assessee
			Extent	Name of owner	Any other parti-culars	Ex-tent	Name of owner	Any other parti-culars	
(1)	(2)	(3)	(4a)	(4b)	(4c)	(5a)	(5b)	(5c)	(6)

Inserted by G.O. Ms. No. 4515, Rev. dated 27th July, 1973

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You are required to lodge before the Assistant Commissioner of Urban Land Tax _____ within fifteen days from the date of service of this notice a statement in writing along with the documents referred to in column 6 above. The matter will be enquired- into _____ at_____ a.m./noon/p.m. on _____ (date) _____ (Place), when you will be at liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your contention.

It is also proposed to levy a penalty of Rs. _____ for, the return has been filed with incorrect/incomplete particulars. You may lodge your explanation, if any, as to why this proposed penalty should not be confirmed. Failure to furnish the statement or information or file the documents on or before the date of enquiry will result in an *ex parte* assessment under the provisions of the Tamil Nadu Urban Land Tax Act and confirmation of the proposed penalty.

Place:

Date: *Assistant Commissioner of Urban Land Tax*

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[1]FORM 2-D

[See rule 17(34)]

Form of Notice under section *10(2)(a)* read with section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

To

Your return under section 7-D of the Tamil Nadu Urban Land Tax Act, 1966, as amended by Tamil Nadu Urban Land Tax (Amendment) Act, 1991, to the Assistant Commissioner of Urban Land Tax, relating to the following Urban Land has been received. I am not satisfied that the particulars contained therein are correct and complete. With reference to the information available with us, the following discrepancies have been noticed:

Name of Vill-age	Block No.	Town Survey No.	Particulars as noted in the return			Particulars as per the information available with the Assistant Commissioner			Details of documentary evidence, if any, required to be produced by the assessee
			Extent	Name of owner	Any other parti-culars	Ex-tent	Name of owner	Any other parti-culars	
(1)	(2)	(3)	(4a)	(4b)	(4c)	(5a)	(5b)	(5c)	(6)

Inserted by G.O. Ms. No. 837, Rev. dated 3rd August, 1992

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You are required to lodge before the Assistant Commissioner of Urban Land Tax.....within fifteen days from the date of service of this notice a statement writing along with the documents referred to in column 6 above. The matter will be enquired into.....at.....a.m./noon/p.m.(date)..... .....(Place), when you will be at liberty to appear in person or by an authorized agent and to adduce any oral or documentary evidence in support your contention.

It is also proposed to levy a penalty of Rs.....for, the return has been filed with incorrect/incomplete particulars. You may lodge your explanation, if any, as to why this proposed penalty should not be confirmed. Failure to furnish the statement or information or file the documents on or before the date of enquiry will result in an *ex parte* assessment under the provisions of the Tamil Nadu Urban Land Tax Act and confirmation of the proposed penalty.

Place :

Date : *Assistant Commissioner of Urban Land Tax*

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FORM 3

[See rule 3(3)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 10(2)(b)/10 (2) *(c)*of the Tamil Nadu Urban Land Tax Act, 1966.

District		Taluk	Village	Division/Ward
Serial Number.	Name of Street.	Corporation or Municipal door Number.	Re-survey/Town survey/Survey and sub-division Number.	Extent Ground/Square feet Acre / cents
(1)	(2)	(3)	(4)	(5)

. Name of owner.	Market value of urban land in the opinion of owner per ground/cent.	Date of service of notice in Form 2.	Date of hearing.	Whether assesse appeared or not.
(6)	(7)	(8)	(9)	(10)

Market value of urban land as determined by the Assistant Commissioner per ground/ cent.	Amount of Urban Land Tax at the rate specified in the schedule to the Act.	Urban Land Tax for the extent in column (5)	Reasons for determination of market value as in column 11 by the Assistant Commissioner.
(11)	(12)	(13)	(14)

Place :

Date :

Assistant Commissioner of Urban Land Tax

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[1]FORM 3-A

[See rule 17(15)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 10(2)(b)/10 (2) *(c)*read with Section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division / Ward

(1) Serial Number		
(2) Name of Street		
(3) Corporation or Municipal door Number		
(4) Re-survey / Town Survey / Survey and sub-division Number		
(5) Extent	Grounds	Square feet
	Acre	Cents
(6) Name of the owner		

1. Inserted by G.O.Ms. No. 4514, Rev. dated 27th July, 1973

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(7)	Market Value of urban land in the opinion of owner per ground / cent.	
(8)	Date of service of notice in Form 2-B	
(9)	Date of hearing	
(10)	Whether assessee appeared or not.	
(11)	Market value of urban land as determined by Assistant Commissioner per ground/cent.	
(12)	Slab rate in which land involved in this case has to be assessed.	
(13)	Amount of urban land tax for the extent in column 5.	
(14)	Reasons for determination of market value as in column 11 by the Assistant Commissioner	
(15)	Amount of penalty imposed	
(16)	Payment	

Place :

Date : *Assistant Commissioner of Urban Land Tax*

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[1]FORM 3-B

[See rule 17(23)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 10(2) (b)/10(2) *(c)* read with Sections 5-Band 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division/Ward

(1) (i) Case Number under the Tamil Nadu Urban Land Tax Act, 1966 (Principal Act).	
(ii) Case Number under the Tamil Nadu Urban Land Tax (Amendment Act) 1972.	
(2) Name of the street.	
(3) Corporation or Municipal door Number	
(4) Re-survey / Town Survey/Survey and Sub-division Number.	
(5) Extent	Ground Square feet
(6) Name of the owner.	
(7) Date of receipt of return under section 7-B.	
(8) Date of service of notice in Form **2-C.**	
(9) Date of hearing.	

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(10) Whether assessee appeared or not	

1 Inserted by G.O.Ms. No. 4515, Rev. dated 27th July, 1973.

(11) Market value of urban land as determined by Assistant Commissioner.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(12) Details of land having the lowest market value exempted under section 29-A (as amended in Amendment Act), 1972.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(13) Details of land liable for Urban Land Tax under Tamil Nadu Urban Land Tax (Amendment) Act, 1972.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(14) Slab rate in which the land involved has to be assessed *

NOTE :- The slab rate has to be fixed with reference to the total extent of holding

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including the exempted limit and not with reference to the extent liable for tax.

(15) Amount of Urban Land Tax for the land in column (13)

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(16) Amount of penalty, if any, imposed.

(17) Payment: The Urban Land Tax and penalty, if any, levied should be paid to the Urban Land Tax Officer for every fasli year commencing from 1st July, 1972.

Place :

Date : *Assistant Commissioner of Urban Land Tax*

NOTE.-- (1) Where any building is occupied wholly by the owner for residential purpose only and where such owner makes an application to the Urban Land Tax Officer (Tahsildar), that officer shall subject to relevant rules and after satisfying himself about the facts reduce the tax by fifty percentum the amount of urban land tax payable on the urban land on which the building has been constructed and on the urban land appurtenant to such building (section 26 of the Act).

(2) An appeal against the levy of Urban Land Tax in this order lies to the Tamil Nadu Urban Land Tax Tribunal under section 20(l)(a) of the Tamil Nadu Urban Land Tax Act, 1966 within thirty days from the date of receipt of this order.

(3) A revision petition against the imposition of penalty in this order, can be filed before the Commissioner of Land Reforms (Urban) under section 30 of the Tamil Nadu Urban Land Tax Act, 1966 within three months from the date of receipt of this order.

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FORM 3-C

[See rule 17(30)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 10(2) ***(b)*** **and 10(2)** ***(c)*** **read with Section 5-C and 40-A of the Tamil Nadu Urban Land Tax Act, 1966.**

District : Taluk :

(1) Assessment number as per the case register under Tamil Nadu Urban Land Tax (Amendment) Act, 1975.	
(2) Name and address of the owner.	
(3) Date of receipt of return under section 7-C.	
(4) Date of Service of notice in Form 2-C.	
(5) Date of hearing.	
(6) Whether assessee appeared or not.	
(7) Result of enquiry and details of records filed by the owner and further particulars received.	
(8) Explanation of the owner for having filed incorrect or incomplete returns.	

(9) Details of urban lands owned.

Village	Ward Number	Block Number	Re-survey/Town survey and the sub-division Number	Extent		Market value as estimated by the owner
				Vacant or used for residential purposes	Used for non-residential purposes	
(i)	(ii)	(iii)	(iv)	(v-a)	(v-b)	(vi)
				Gr.Sq.Ft	Gr.Sq.Ft.	

(10) Market Value as determined by the Assistant Commissioner.

Village	Ward Number	Block Number	Re-survey/Town survey and the subdivision Number	Extent		Market value determination on ground
				Vacant or used for residential purposes	Used for non-residential purposes	
(i)	(ii)	(iii)	(iv)	(v-a)	(v-b)	(vi)
				Gr.Sq.Ft	Gr.Sq.Ft	

(11) Urban Land Tax payable as determined by the Assistant Commissioner.

Village	Ward Number	Block Number	Town Survey Number	Extent	Market Value for the land	Slab rate for the total extent	Amount of tax payable	Urban Land Tax Officer to whom tax is payable
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)

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Residential	
Total	
Non-residential	
Total	

NOTE.-The slab rate has to be fixed separately for residential and non residential lands with reference to the total extent of land under each category.

(12) Amount of penalty, if any, imposed.

(13) Payment-The urban land tax should be paid to the Urban Land Tax Officer for every fasli year commencing from the 1st day of July, 1975.

The penalty levied should also be paid to the Urban Land Tax Officer along with the urban land tax.

NOTES.-(I) This order is issued subject to the provisions of sections 16 and 22.

(2) An appeal against the levy of urban land tax in this order lies the Tamil Nadu Urban Land Tax Tribunal under section 20(1)(a) of the Tamil Nadu Urban Land Tax Act, 1966, within 30 days from the date of receipt of this order.

(3) A revision petition against the imposition of penalty in this order, can be filed before the Commissioner of Land Reforms (Urban) under section 30 of the Tamil Nadu Urban Land Tax Act, 1966 within three months from the date of receipt of this order.

Place :

Date :

Assistant Commissioner of Urban Land Tax

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[1]**[FORM 3-D**

[See rule 17(35)]

Form of Order of Assistant Commissioner under section 10(2) *(b)* and 10(2) *(c)* read with Section 5-C and 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

District : Taluk :

(1) Assessment number as per the case register under Tamil Nadu Urban Land Tax (Amendment) Act, 1991.	
(2) Name and address.	
(3) Date of receipt of return under section 7-D.	
(4) Date of Service of notice in Form 2-D.	
(5) Date of hearing.	
(6) Whether assessee appeared or not.	
(7) Result of enquiry and details of records filed by the owner and further particulars received.	
(8) Explanation of the owner for having filed incorrect or incomplete returns.	

(9) Details of urban lands owned.

Village	Ward Number	Block Number	Re-survey/Town survey and the sub-division Number	Extent		Market value as estimated by the owner
				Ground	Square feet	
(1)	(2)	(3)	(4)	(5)		(6)

1 Inserted by G.O. Ms. No. 837 Rev. dated 3rd August 1992.

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(10) MarketValue as determined by the Assistant Commissioner.					
Village	Ward Number	Block Number	Re-survey/Town survey and the sub-division Number	Extent	Market value as determined per ground
				Ground / Square Feet	
(1)	(2)	(3)	(4)	(5)	(6)
					Rs.

(11) Urban Land Tax payable as determined by the Assistant Commissioner.								
Village	Ward Number	Block Number	Town Survey Number	Extent	Market Value for the land	Slab rate for the total extent	Amount of tax payable	Urban Land Tax Officer to whom tax is payable
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)

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(12) Amount of penalty, if any, imposed.

(13) Payment-The urban land tax should be paid to the Urban Land Tax Officer for every fasli year commencing from the 1st day of July, 1991.

The penalty levied should also be paid to the Urban Land Tax Officer along with the urban land tax.

NOTES.-(1) This order is issued subject to the provisions of sections 16 and 32.

(2) An appeal against the levy of urban land tax in this order lies to the Tamil Nadu Urban Land Tax Tribunal under section 20(1)(a) of the Tamil Nadu Urban Land Tax Act, 1966, within 30 days from the date of receipt of this order.

(3) A revision petition against the imposition of penalty in this order, can be filed before the Special Commissioner and Commissioner of Land Reforms under section 30 of the Tamil Nadu Urban Land Tax Act, 1966 within three months from the date of receipt of this order.

Place :
Date :

Assistant Commissioner of Urban Land Tax

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FORM 4

[See **rule** 3(4)]

Notice under section 11(1) of the Tamil Nadu Urban Land Tax Act, 1966.

To

Please take notice that you have failed to furnish the return under section 7 of the Tamil Nadu Urban Land Tax Act, 1966, and that an amount of Rs.....(Rupees.....) per ground/cent is the market value as provisionally determined by .....bearing Door No .....Street .....Division/Ward and Survey No..... sub-division No.....with an extent of .....ground.....square feet.....acre feet..... acre cents.....of..... village.....taluk..... district, for the following reasons:-

You are required to lodge before the Assistant Commissioner of Urban Land Tax within fifteen days from the date of service of this notice a statement in writing of your objections, if any, to such fixation of market value or to the extent of the urban land. The Objections will be enquired into on..... at.....a.m. /noon/p.m. when you will be at liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your objections, failing which the provisional market value will be confirmed.

Place :

Date :

Assistant Commissioner of Urban Land Tax

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[1]**FORM 4-A**

[See rule 17(16)]

Notice under section 11(1) read with section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

To

Please take notice that you have failed to furnish the return under section 7 of the Tamil Nadu Urban Land Tax Act, 1966, as amended in 1971 and that an amount of Rs.....(Rupees.....) per ground/cent is the market value as provisionally determined by the Assistant Commissioner of Urban Land Tax .....for the urban land detailed below:-

Name of the City or Town	Division or Ward	Block Number	Survey number subdivision Number	Extent
(1)	(2)	(3)	(4)	(5)

1 Inserted by G.O. Ms. No. 4514 Rev. dated 27th July 1973

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The reasons for this provisional valuation are as follows: -

You are required to lodge before the Assistant Commissioner of Urban Land Tax.....within fifteen days from the date of service of this notice a statement in writing of your objections, if any, to such fixation of market value or to the extent of the urban land.

It has also been proposed to impose a penalty of Rs..... for your failure to file the return under section 7 of the Act. You may also avail yourself of this opportunity to explain as to why this- proposed penalty should not be confirmed.

The Objections will be enquired into on ..... at…….a.m. /noon/p.m. when you will be at liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your objections, failing which the market value and the proposed imposition of penalty will be confirmed.

Place :
Date :

Assistant Commission of Urban Land Tax

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[1]**FORM 4-B**

[See rule 17(24)]

Form of notice under section 11(1) read with sections 7-B and 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

To

Please take notice that you have failed to furnish the return under section 7-B of the Tamil Nadu Urban Land Tax Act, 1966**,** as amended by the Tamil Nadu Urban Land Tax (Amendment) Act, 1972. The particulars of Urban Land in respect of which you, as the urban land owner, should have submitted the return under section 7-B, are furnished below:-

Name of the City or Town	Division or Ward	Block Number	Survey No. and Sub-division No.	Extent	Market value per ground
(1)	(2)	(3)	(4)	(5)	(6)

You are required to lodge before the Assistant Commissioner of Urban Land Tax.....within 15 days from the date of service of this notice a statement in writing of your objections, if any, to re-assessment of the abovementioned urban land under the provisions of the Amendment Act, 1972.

It has also been proposed to impose a penalty not exceeding half of the amount of urban land tax for your failure to file the return under section 7-B of the Act. You may also avail yourself of this opportunity to explain as to why this proposed penalty should not be confirmed.

The objections will be enquired into.....at..... a.m./noon/p.m .....on.....(date)..... (place) when you will be at liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your objections, failing which the amount of Urban Land Tax will be revised under the provisions of-the Amendment Act, 1972 on the basis of the particulars furnished above and the proposed imposition of penalty will also be confirmed.

Place :

Date : *Assistant Commissioner of Urban Land Tax*

1 Inserted by GO. Ms. No. 4515, Revenue, dated 27th July, 1973.

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[1]FORM 4-C

[See rule 17(36)]

Form of notice under section 11(1) read with sections 7-D and 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

To

Please take notice that you have failed to furnish the return under section 7-D of the Tamil Nadu Urban Land Tax Act, 1966, as amended by the Tamil Nadu Urban Land Tax (Amendment) Act, 1991. The particulars of Urban Land in respect of which you, as the urban land owner, should have submitted the return under section 7-D, are furnished below:-

Name of the City or Town	Division	Ward/ Block Number	Survey No. and Sub-division No.	Extent	Market value per ground
(1)	(2)	(3)	(4)	(5)	(6)

You are required to lodge before the Assistant Commissioner of Urban Land Tax ..... within 15 days from the date of service of this notice a statement in writing of your objections, if any, to re-assessment of the abovementioned urban land under the provisions of the Amendment Act, 1991.

It has also been proposed to impose a penalty not exceeding half of the amount of urban land tax for your failure to file the return under section 7-D of the Act. You may also avail yourself of this opportunity to explain as to why this proposed penalty should not be confirmed.

The objections will be enquired into..... at .....a.m./ noon/ p.m.....on.....(date) .....(place) when you will beat liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your objections, failing which the amount of Urban Land Tax will be revised under the provisions of the Amendment Act, 1991 on the basis of the particulars furnished above and the proposed imposition of penalty will also be confirmed.

Place :

Date :

Assistant Commissioner of Urban Land Tax

1 Inserted by G.O. Ms. 837, Revenue, dated 3rd August, 1992

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FORM 5

***[See* rule 3(5)]**

Form of order of Assistant Commissioner of Urban Land Tax under section 11(2)/11(3) of Tamil Nadu Urban Land Tax Act, 1966.

District		Taluk	Village		Division/Ward	
Serial Number	Name of street	Corporation or Municipal door Number	Re-survey/Town Survey/Survey and Sub-division Number.	Extent: Ground / Square feet: Acre / Cents	Name of owner	Market value of urban land as provisionally determined by Assistant Commissioner per ground/ cent
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Date of service of notice in Form 4	Date of final hearing][1]	Market value of urban land in the opinion of the owner per ground/cent: Market value not furnished	Market value of urban land as finally determined by the Assistant Commissioner per ground/cents	Amount of urban land tax at the rate of specified in the schedule to the Act	Urban land tax for the extent in column (5)	Reasons for final determination of market value as in column (10) by Assistant Commissioner
(8)	8(a)	(9)	(10)	(11)	(12)	(13)

Note: Column 8(a) need be used overleaf in cases falling under section 11(2).

Place :

Date : *Assistant Commissioner of Urban Land Tax*

1 Added by G.O. Ms. No. 1819, Revenue dated 12th June, 1970

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[1]**FORM 5-A**

[See rule 17(6)]

Form of intimation of Assistant Commissioner of Urban Land Tax under section 29-A of the Tamil Nadu Urban Land Tax Act, 1966

(1) Original Case Number	
(2) Name of the Village	
(3) Block Number	
(4) Town Survey No. and Sub-division Number	
(5) Extent	

As the extent of the urban land borne on the Records of this Office and after ascertaining intimation from other Assistant Commissioners is one ground/below one ground, the above urban land is exempt under section 29-A of the Act from the.....

Place :
Date :

Assistant Commissioner of Urban Land Tax

To

The Urban Land Tax Officer

1 Inserted by G.O. Ms. No. 3910, Rev. dated 30th November, 1971

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FORM 5-B

[See rule 17(7)]

Form of order of the Assistant Commissioner of Urban Land Tax .....under section 11 read with section 5 of the Tamil Nadu Urban Land Tax Act, 1966.

(1) Original Case Number	
(2) Name of the Village	
(3) Block Number	
(4) T.S.No. and Sub-division No.	
(5) Extent	
(6) Name and address of the owner	
(7) Market value determined already	
(8) Particulars of other lands owned by him	
(1) Sl.No.	
(2) Village	
(3) Block No.	
(4) T.S.No.	
(5) Extent.	

(9) Order:

(i) The assessee owns a total extent of grounds Sq.ft. of urban land in the City of Madras as mentioned above. The rate of urban land tax to be levied in this case is percentum. Based on the above rate, the urban land tax determined in this case is ..... from the.....

Assistant Commissioner of Urban Land Tax

To

The Owner.

Copy to: The Urban Land Tax Officer.

Copy submitted to the Commissioner

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[1]FORM 5-D

[See rule 17(17)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 11(2)/11(3) read with Section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division/Ward

(1) Serial Number	
(2) Name of street	
(3) Corporation or Municipal door number	
(4) Re-survey / Town survey and Sub-division Number	
(5) Extent	Ground Square feet
	Acre Cent
(6) Name of Owner	

1 Inserted G.O. Ms. No. 4514, Rev. dated 27th July, 1973.

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(7) Market value of urban land as provisionally determined by the Assistant Commissioner per ground/cent	
(8) Date of service of notice in Form 4A	
(9) Market value of urban land in the opinion of the owner per ground/cent	
(10) Market value of urban land as finally determined by the Assistant Commissioner per ground/cent	
(11) Slab rate in which the urban land involved in this case has to be assessed	
(12) Amount of urban land tax for the extent in column 5	
(13) Reasons for final determination of market value as in column 10 by the Assistant Commissioner	
(14) Amount of penalty imposed	
(15) Payment	
Place : Date : *Assistant Commissioner of Urban Land Tax*	

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[1]**[FORM 5E]**

[See rule 17(25)]

Form of Order of Assistant Commissioner of Urban Land Tax under section 11(2) / 11(3) read with Sections 5-Band 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Ward

(1) (i) Case Number under the Tamil Nadu Urban Land Tax Act, 1966 (Principal Act).	
(ii) Case Number under the Tamil Nadu Urban Land Tax (Amendment) Act, 1972.	
(2) Name of the street	
(3) Corporation or Municipal door Number	
(4) Re-survey / Town Survey/Survey and Sub-division Number	
(5) Extent	Ground Square feet
(6) Name of the Owner	
(7) Date of receipt of return under section 7-B	
(8) Date of service of notice inform 4-B	
(9) Date of hearing	
(10) Whether assessee appeared or not	

1 Inserted by G.O.Ms. No. 4515, Rev. dated 27th July, 1973.

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(11) Market value of urban land as determined by the Assistant Commissioner.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(12) Details of land having the lowest market value exempted under section 29-A as amended in (Amendment) Act, 1972.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(13) Details of land liable for Urban Land Tax under the Tamil Nadu Urban Land Tax (Amendment) Act, 1972.

Ward Number	Block Number	Town Survey Number	Extent.	Rate per Ground	Value of the land in Column (3)
(1)	(2)	(3)	(4)	(5)	(6)

(14) Slab rate in which the land involved has to be assessed

(15) Amount of urban land tax for the land in column 13

Ward Number	Block Number	Town Survey Number	Extent.	Value of the urban land	Amount of the urban land tax
(1)	(2)	(3)	(4)	(5)	(6)

*NOTE: The slab rate has to be fixed with reference to the total extent of holding including the exempted limit and not with reference to the extent liable for tax.

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(16) Amount of penalty, if any, imposed.
(17) **Payment:** The Urban Land Tax and penalty, if any, levied should be paid to the Urban Land Tax Officer for every fasli year commencing from 1st July, 1972
Place : Date : *Assistant Commissioner of Urban Land Tax* NOTE.-- (1) Where any building is occupied wholly by the owner for residential purpose only and where such owner makes an application to the Urban Land Tax Officer (Tahsildar), that Officer shall subject to relevant rules and after satisfying himself about the facts reduce- the tax by fifty percentum the amount of urban land tax payable on the urban land on which the building has been constructed and on the urban land appurtenant to such building (section 26 of the Act). (2) An appeal against the levy of urban land tax in this order lies to the Tamil Nadu Urban Land Tax Tribunal under section 20(1 *)(a)* of the Tamil Nadu Urban Land Tax Act, 1966 within 30 days from the date of receipt of this order. (3) A revision petition against the imposition of penalty in this order, can be filed before the Commissioner of Land Reforms under section 30 of the Tamil Nadu Urban Land Tax Act, 1966 within three months from the date of receipt of this order.

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[1]**FORM 5-F**

[See rule 17(31)]

Form of Order of Assistant Commissioner under section 11(2)/ 11(3) read with Section 5-C and 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

District : Taluk :

(1) Assessment number as per the case register under Tamil Nadu Urban Land Tax (Amendment) Act, 1975

(2) Name and address of the owner

(3) Date of Service of notice in Form 4-B

(4) Date of hearing

(5) Whether assessee appeared or not

(6) Result of enquiry and details of records filed by the owner and further particulars received

(7) Explanation of the owner for not filing the return under section 7C

(8) Details of urban lands owned

Village	Ward Number	Block Number	Re-survey/Town survey and the sub-division Number.	Extent		Market value as estimated by the owner
				Vacant or used for residential purposes.	Used for non-residential purposes	
(i)	(ii)	(iii)	(iv)	(v-a)	(v-b)	(vi)
				Gr.sq.ft	Gr.Sq.ft	

1 Inserted by G.O.Ms. No. 2015, Rev. dated 18th September, 1975

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(9) Market value as determined by the Assistant Commissioner						
Village	Ward Number	Block Number	Re-survey / Town Survey and the sub-division Number.	Extent		Market value determined per ground
				Vacant or used for residential purposes.	Used for non-residential purposes	
(i)	(ii)	(iii)	(iv)	(v-a)	(v-b)	(vi)
				Gr.Sq.ft	Gr.Sq.ft	

(10) Urban Land Tax payables as determined by the Assistant Commissioner								
Village	Ward Number	Block Number	Town Survey number	Extent	Market Value for the land	Slab rate for the total extent	Amount of tax payable	Urban Land Tax Officer to whom tax is payable
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)

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Residential	
Total	
Non-residential	
Total	

NOTE.-The slab rate has to be fixed separately for residential and non-residential lands with reference to the total extent of land under each category.

(11) Amount of penalty, if any, imposed.

(12)Payments.-The urban land tax should be paid to the Urban Land Tax Officer for every fasli year commencing from the 1st day of July, 1975.

The penalty levied should also be paid to the Urban Land Tax Officer along with the Urban Land Tax.

NOTES. - (1) The order is issued subject to the provisions of sections 16 and 32.

(2)An appeal against the levy of urban land tax in this order lies the Tamil Nadu Urban Land Tax Tribunal under section 20(l)(a) of the Tamil Nadu Urban Land Tax Act, 1966 within 30 days from the date of receipt of this order.

(3) A revision petition against the imposition of penalty in this order, can be filed before the Commissioner of Land Reforms under section 30 of the Tamil Nadu Urban Land Tax Act, 1966 within three months from the date of receipt of this order.

Place :

Date : *Assistant Commissioner of Urban Land Tax*

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[FORM 5-G

[See rule 17(37)]

Form of Order of Assistant Commissioner under section 11(2)/11(3) read with Section 5-C and 40-4 of the Tamil Nadu Urban Land Tax Act, 1966.

District : Taluk :

(1) Assessment number as per the case register under Tamil Nadu Urban Land Tax (Amendment) Act, 1991.	
(2) Name and address of the owner.	
(3) Date of Service of notice in Form 4-C.	
(4) Date of hearing.	
(5) Whether assessee appeared or not.	
(6) Result of enquiry and details of records filed by the owner and further particulars received.	
(7) Explanation of the owner for not filing the returns under section 7-D.	

(8) Details of urban lands owned.

Village	Block Number	Ward Number	Re-survey/Town survey and the sub-division Number	Extent		Market value as estimated by the owner
				Ground	Square feet	
(1)	(2)	(3)	(4)	(5)		(6)

I Inserted by G.O. Ms. No. 837 Rev. dated 3rd August 1992.

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(9) Market Value as determined by the Assistant Commissioner.

Village	Block Number	Ward Number	Re-survey/Town survey and the subdivision Number	Extent		Market value determined per ground
				Ground	Square feet	
(1)	(2)	(3)	(4)	(5)		(6)

(10) Urban Land Tax payable as determined by the Assistant Commissioner.

Village	Block Number	Ward Number	Town Survey Number	Extent		Market Value for the land	Slab rate for the total extent	Amount of tax payable	Urban Land Tax Officer to whom tax is payable
				Ground	Square feet				
(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	(9)
							Rs.	**Rs.**	**Rs.**

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(11) Amount of penalty, if any, imposed.

(12) Payments-The urban land tax should be paid to the Urban Land Tax Officer for every fasli year commencing from the 1st day of July, 1991.

The penalty levied should also be paid to the Urban Land Tax Officer along with the Urban Land Tax.

NOTES.-(1) This order is issued subject to the provisions of sections 16 and 32.

(2) An appeal against the levy of urban land tax in this order lies to the Tamil Nadu Urban Land Tax Tribunal under section 20(1)(a) of the Tamil Nadu Urban Land Tax Act, 1966, within 30 days from the date of receipt of this order.

(3) A revision petition against the imposition of penalty in this order, can be filed before the Special Commissioner and Commissioner of Land Reforms, Madras-5 under section 30 of the Tamil Nadu Urban Land Tax Act, 1966 within three months from the date of receipt of this order.

Place :
Date :

Assistant Commissioner of Urban Land Tax

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[1]**[FORM 6]**

[*See* rule 5]

Form of notice of demand of urban land tax to an assessee under section 14 read with section 40-A **of the Tamil Nadu Urban Land Tax Act,** 1966.

To

Please take notice that for fasli year/part of the fasli year.....the sum of Rs ..... (Rupees.....) has been determined to be payable by you under section 14 of the Tamil Nadu Urban Land Tax Act, 1966 amended in 1971 for your land bearing Door No..... Street.....Division/Ward and Survey No.....and Sub-division No..... with an extent of ground.....and Sq.ft.....of village.....taluk .....district, as urban land tax. In addition to this, you have to pay a sum of Rs.....(Rupees.....) being the penalty imposed under section 40-A of the Act. As such, totally you have to pay Rs.....(Rupees.....).

2. You are required to pay the above sum within fifteen days from the date of service of this notice to the Treasury Officer/ Sub-Treasury Officer/Reserve Bank/State Bank of India at.....

3. A challan is enclosed for the purpose.

Place :

Date :

Urban Land Tax Officer

1 Substituted by G.O. Ms. No.4514, Rev. dated 27th July, 1973

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FORM 7

[See rules 6 and 14(1)]

Form of notice to an assessee in case of urban land escaping assessment or being wrongly or incorrectly assessed under sections 16 and 32(1) of the Tamil Nadu Urban Land Tax Act, 1966.

To

Please take notice that the urban land bearing Door No..... Street.....Division/Ward and Re-survey/ Survey No.....with an extent of ..... ground ..... square feet..... acre ..... cents of ..... village.....taluk, ... district has escaped assessment / wrongly/incorrectly been assessed at Rs..... (Rupees .....) for fasli year (s).....for the following reasons:-

The Assistant Commissioner of Urban Land Tax, proposes to assess or re-assess the urban land under the provisions of the Tamil Nadu Urban Land Tax Act, 1966, in the manner specified below:~

[Here enter particulars of assessment or re-assessment.]

You are required to lodge before the Assistant Commissioner within fifteen days from the date of service of this notice a statement in writing of your objections, if any, to such assessment or re-assessment. The objections will be enquired into on .....at .....when you will be at liberty to appear in person or by an authorised agent and to adduce any oral or documentary evidence in support of your objection.

Place :

Date :

Assistant Commissioner of Urban Land Tax.

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[1]**[FORM 7-A]**

[See rule 7(2)]

Form of notice of demand of urban land tax and penalty to an occupier under section 18(1) read with section 40-A **of the Tamil Nadu Urban Land Tax Act, 1966.**

To

Please take notice that for fasli year/part of the fasli year..... the sum of Rs.....(Rupees.....) determined to be payable by the owner Thiru/Tmt/Selvi.....under Section 14 read with Section 40-A of the Tamil Nadu Urban Land Tax Act, 1966, amended in 1971, for the land bearing Door No.....Street.....Division/Ward and Survey No……..and Sub-division No.....with an extent of ground Sq.ft …….acre.....cent of.....Village.....Taluk……District, has not been paid.

As the owner of the urban land is not the occupier thereof and is also in default of payment of urban land tax and penalty, you, as occupier of the urban land, are required to pay the above sum under sub-section (1) of section 18 of the Tamil Nadu Urban Land Tax Act, 1966 amended in 1971, within 15 days from the date of service of this notice, to the Treasury Officer/Sub-Treasury Officer/Reserve Bank/State Bank of India at.....

A challan is enclosed for the purpose.

Place :

Date : *Urban Land Tax Officer*

NOTE**.-** Where the owner of any urban land is himself not the occupier thereof and is in default of payment of the urban land tax, such tax may be recovered from the occupier of such urban land and the occupier who has paid the urban land tax shall be entitled to deduct the amount so paid from the amount of rent or any other sum due, from time to time, to the owner or intermediary, if any.

1 Substituted G.O. Ms. No. 4514, Rev. dated 27th July, 1973.

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[1]FORM 7-B

[See rule 17(8)]

Notice under section 40-A of the Tamil Nadu Urban Land Tax Act, 1966

To

Please take notice that you have failed to furnish the return under section 7-A of the Tamil Nadu Urban Land Tax Act, 1966 for the following urban land owned by you.

Name of the village	Block No.	Door No.	Survey No.	Extent	Market value	Urban Land tax
(1)	(2)	(3)	(4)	(5)	(6)	(7)

It is therefore proposed to levy a penalty of Rs. _____ as provided in section 40-A of the Act.

You are required to lodge before the Assistant Commissioner of Urban Land Tax _____ within fifteen days from the date of service of this notice, your objections if any, to such levy of penalty. The objections will be enquired into on _____ at _____ a.m/noon/p.m., when you will be at liberty to appear in person or by an authorized agent and make any representation failing which it will be presumed that you have no representation to make and the proposed penalty will be confirmed.

Place :

Date : *Assistant Commissioner of Urban Land Tax.*

1 Inserted by G.O. Ms. No. 3910, Rev. dated 30th November, 1971

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[1]**FORM 7-C**

[See rule 17(9)]

Notice under section 40-A of the Tamil Nadu Urban Land Tax Act, 1966

To

Your return under section 7-A of the Tamil Nadu Urban Land Tax Act, 1966 to the Assistant Commissioner of Urban Land Tax, relating to the following particulars of Urban Land as furnished by you, were found incorrect / incomplete.

Name of the village	Block No.	Street No.	Door No.
(1)	(2)	(3)	(4)

T.S. No.	Extent	Market Value	Urban land Tax
(5)	(6)	(7)	(8)

With reference to the information available with us, the correct / complete particulars are as follows:

Therefore, I provisionally determine the rate of Urban Land Tax at Rs. _____ per ground, from fasli year and the penalty under section 40-A of the Act at Rs. _____ [from fasli year _____.]

You are required to the lodge before the Assistant Commissioner of Urban Land Tax within 15 days from the date of service of this notice a statement in writing of your objections, if any, to such fixation of rate and levy of penalty. The objections, will be enquired into on _____ at _____ a.m when you will be at liberty to appear in person or by authorized agent and to adduce any oral or documentary evidence in support of your objections, failing which the provisional rate and the penalty will be confirmed.

Place :

Date : *Assistant Commissioner of Urban Land Tax.*

1 Inserted byG.O. Ms. No. 3910, Rev. dated 30th November, 1971

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[1]FORM 7-D

[See rule 17(10)]

Register Showing Levy of Penalty

Sl. No. and Case Register No.	Door No.	Survey No.	Extent	Name of the owner of the urban lands	Date of issue of notice under section 40-A
(1)	(2)	(3)	(4)	(5)	(6)

Date of hearing	Date of order	Date of despatch of order to		
		Assessee	Commissioner of Urban Land Tax	The urban Land Tax Officer
(7)	(8)	(9)	(10)	(11)

Market value of the urban land as already determined	Urban Land Tax due on the land	Amount of penalty levied	Remarks
(12)	(13)	(14)	(15)

1 Inserted by G.O. Ms. No. 3910, Rev. dated 30th November 1971

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[1]FORM 7-E

[See rule 17(12)]

Form of order of the Assistant Commissioner of Urban Land Tax under section 40-A of the Tamil Nadu Urban Land Tax Act, 1966

1.	Name and address of the assesse						
2.	Particulars of urban lands for which notice was issued to the assessee in Form 7-B /7-C						
Serial Number	Original case Number	Name of the urban area	Name of the Village	Block Number	Town Survey Number	Extent Ground Square feet	Penalty proposed
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
3. Date of service of notice							
4. Date on which the 15 days time expired							
5. Date of hearing							
6. Extent of land admitted by the assessee to be owned by him							
7. Extent of urban land, amount of tax and penalty as finally determined by the Assistant Commissioner							

Serial Number	Original case Number	Name of the urban area	Name of the village	Block number	Town survey number
(1)	(2)	(3)	(4)	(5)	(6)

1 Inserted by G.O. Ms. No. 235, Rev. dated 1st February 1973

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Extent Ground Square feet	Amount of market value	Rate of tax (per cent)	Amount of tax	Penalty levied
(7)	(8)	(9)	(10)	(11)
8. Reasons for final determination of the extent of urban land, amount of tax, and penalty as levied by the Assistant Commissioner in item 7 above. (a) Extent of urban land and amount of tax (b) Penalty				Total

A notice in Form 7-B / 7-C was issued levying penalty for failure to submit the return under section 7-A / filing incomplete or incorrect return was served on the owner of the urban land on _____ and the owner was asked to appear for an enquiry on _____ 19___. The owner of the urban land did not appear / appeared for enquiry (in appeared cases here discuss the merits of objections). No written explanation was also received from the owner for failure to submit the return filing incomplete or incorrect return. The proposal to levy the penalty is confirmed and a penalty of Rs. _____ (Rupees _____ only) is levied on the owner for the fasli year and is payable to the Tahsildar.

Assistant Commissioner of Urban Land Tax

NOTE: An appeal against this order lies to the Madras Urban Land Tax Tribunal under section 20(1) (a) of the Tamil Nadu Urban Land Tax Act, 1966 within thirty days from the date of receipt of the copy of this order.

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FORM 8

[See rule 8(1)]

Form of notice of transfer of title of urban land by transferor and transferee in Urban land Tax Officer under section 19(1) of the Tamil Nadu Urban Land Tax Act, 1966

To

The Urban Land Tax officer

"Please take notice that the title to the urban land(s) referred to in the schedule below and registered in the name of _____ has been transferred to the name of _____ residing at _____ _____ with effect on and from _____

THE SCHEDULE

District _____

Taluk _____

Village _____

Division/Ward. _____

Door No. .....and Street_____

Re-Survey/Town Survey/Survey and Sub-division No. _____

Extent: Ground _____

Square feet: _____

Acre _____

Cents _____

Document number and date of registration _____

Transferor *Transferee*

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FORM 9

[See rule 8(2)]

Form of notice of transfer of title of urban land by successor of a deceased assessee under section 19(2) of the Tamil Nadu Urban Land Tax Act, 1966

To

The Urban Land Tax Officer,

"Please take notice that the title to the urban land(s) referred to in the schedule below and registered in the name of _____ on account of his demise, stands / stand transferred to my name _____ with effect on and from _____

THE SCHEDULE

District _____

Taluk _____

Village _____

Division/Ward. _____

Door No. _____

and Street _____

Re-Survey/Town Survey/Survey and Sub-division No. _____

Extent _____ Ground Square feet
_____ Acre Cents

Signature of Successor

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FORM 10

[See rule 9(1)]

Form of appeal to the Urban Land Tax Tribunal under section 20 of the Tamil Nadu Urban Land Tax Act, 1966

BEFORE THE TAMIL NADU URBAN LAND TAX TRIBUNAL, MADRAS

APPEAL No. _____ OF 19 _____

_____ Appellant

Vs

_____ Respondent

(1)	Assessment year		
(2)	Date of receipt of copy of the Order of the Assistant Commissioner under section 10 or 11 of the Tamil Nadu Urban Land Tax Act, 1966		
	Date of receipt of the notice of demand relation to assessment under section 14 of the Tamil Nadu, Urban Land Tax Act, 1966		
(3)	Date of payment of urban land tax with particulars of remittance		
(4)	Particulars of urban land		
	District		
	Taluk		
	Village		
	Division / Ward		
	Door number and street		
	Re-Survey / Town Survey / Survey and sub-division number		
	Extent	Ground	Square feet
		Acre	Cents

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(5)	Market value of urban land per ground / cent at determined by the Assistant Commissioner		
(6)	Address at which the appellant undertakes to receive notices		
(7)	Address to which notices should be issued to the respondent		
(8)	Relief claimed on appeal		

GROUNDS OF APPEAL

(1)

(2)

(3)

(4)

Signature of Appellant

Signature of the authorized agent, if any

DECLARATION

I, _____ the appellant, do hereby declare that what is stated above is true to the best of my information and belief.

Signature of Appellant

N.B (1) The appeal should be in triplicate

(2) The appeal should be written in English and should set forth concisely under district heads the grounds of appeal without any argument or narrative and each grounds should be numbered consecutively.

(3) The form of appeal should be signed

(a) in the case of an individual, by the individual himself;

(b) In the case of a Hindu undivided family, undivided Aliyasanthana family or branch or undivided Marumakkattayamtarvad or tavazhi, by the manager or Karta or Karnavan;

(c) in the case of a company, by the principal officer;

(d) in the case of a firm, by a partner; and

(e) in the case of any other association, by a member of the association.

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FORM 11

[See rule 9(6)]

Form of notice appellant under section 20 of the Tamil Nadu Urban Land Tax Act, 1966

BEFORE THE TAMIL NADU URBAN LAND TAX TRIBUNAL, MADRAS

APPEAL No. _____ OF 19 _____

_____ Appellant

Vs

_____ Respondent

To

The above named appellant _____

The appeal before the Tribunal against the order of the Assistant Commissioner under section 10 or 11 of the Tamil Nadu Urban Land Tax Act, 1966, in respect of the urban land bearing Door No. _____ Street _____ Division / Ward _____ and Re-survey / Town Survey / Survey No. _____ with an extent of _____ ground square feet _____ acre _____ cents of _____ village _____ taluk _____ district _____ stands posted for hearing on _____ at the Tribunal.

Please take notice that if you do not appear at _____ a.m/noon/p.m on the above date or any other date to which the hearing may be adjourned either in person or by authorised agent in support or your appeal, it will be disposed of on merits *ex parte*.

Given under my hand and seal of the Tribunal

Date:

Seal of the Tribunal *Tribunal*

Copy to the respondent with two copies of the appeal. He is informed that if he does not appear on the above date or any other day to which the hearing may be adjourned, either in person or by pleader or by authorized representative in support of his defence, the appeal will be decided *ex parte*.

NOTE: If any person other than the assessee appears before the Tribunal he should produce a letter of authority (a duly stamped vakalat or power of attorney, as the case may be).

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FORM 12

[See rules10(1) and 14(2)]

Form of intimation for refund or of adjustment of urban land tax for subsequent fasli year(s) under sections 21 and 32(2) of the Tamil Nadu Urban Land Tax Act, 1966

Name of the assesse	Village	Street and door number	Re-Survey, Town Survey / Survey number	Extent Ground / Square feet Acre / cents	
(1)	(2)	(3)	(4)	(5)	
Urban land tax collected for fasli	Urban land tax due for fasli	Amount refunded with date	Amount to be adjusted for fasli or faslis	Serial number and date of demand	Remarks
(6)	(7)	(8)	(9)	(10)	(11)

Place :

Date : *Urban Land Tax Officer*

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FORM 13

[See rule 10(3)]

Form of notice of demand of urban land tax to an assessee under section 14 read with section 21(1)(b) of the Tamil Nadu Urban Land Tax Act, 1966.

To

Please take notice that for the fasli year/part of the fasli year _____ as a result of the order of the Tribunal under section 20(5)of the Tamil Nadu Urban Land Tax Act, 1966, the urban land tax payable for your land bearing door No _____ street……. division/ward _____ and Re-Survey/Town Survey/Survey No _____ of _____ village, _____ taluk,……district is Rs. _____ (Rupees _____)

It is in excess of the urban land tax Rs . _____ (Rupees _____ _____) paid/payable by you with reference to the list of demand under section 14 of the Act.

You are, therefore, required to pay the excess sum/sums of' Rs. _____ (Rupees _____) within fifteen days from the dateof service of this notice, to the Treasury Officer/Sub-Treasury Officer/Reserve Bank/State Bank of India at _____.

A challan is enclosed for the purpose.

Place :

Date : *Urban Land Tax Officer*

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[1]**FORM 13-A**

[See rule 10(3)]

Form of notice of demand of urban land tax to an asseesee under section 14 read with section 21(1)(b) and 40-A of the Tamil Nadu Urban Land Tax Act, 1966

To

Please take notice that for the fasli year/part of the fasli year as a result of the order of the Tribunal under section 20(5) of the Tamil Nadu Urban Land Tax Act, 1966, the urban land tax payable for your land bearing Door No _____ street _____, division/ward _____ and Re-Survey/Town Survey/Survey No. _____ of _____ village, _____, taluk, _____,district is Rs. _____ (Rupees _____).

It is in excess of the urban land tax Rs. _____ (Rupees _____ _____) paid/payable by you with reference to the list of demand under section 14 of the Act.

You are, therefore, required to pay the excess sum/sums of Rs. _____ (Rupees _____) within fifteen days from the date of service of this notice, to the Treasury Officer/Sub-Treasury Officer/ Reserve Bank/State Bank of India at _____.

A challan is enclosed for the purpose.

Place :

Date : *Urban Land Tax Officer*

1 Inserted by G.O. Ms. No. 4514, Rev. dated 27th July, 1973

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FORM 14

[See rule 12(1)]

Form of application by an owner-occupier of a building to the Urban Land Tax Officer for Concession under Section 26 of the Tamil Nadu Urban Land Tax Act, 1966

(1)	Name of the owner	
(2)	Description of urban land containing the building in respect of which the concession under section 26 is claimed (here furnish particulars of door number, street, division/ward, village, survey number and sub-division number- sufficient to identify the land.	
(3)	Extent of urban land (as specified in notice of demand under section 14)	
(4)	Annual urban land tax (as specified in notice of demand under section 14)	
(5)	Date from which the building is wholly occupied by the owner for residential purposes.	
(6)	(i) Plinth area of the building; (ii) Total area of the land including appurtenances on which the building stands.	
(7)	Any other particulars supporting the application.	

Place :

Date : *Signature of the applicant and address*

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[1]FORM 14-A

[See rule 12(7)]

Form of declaration by an owner-occupier of a building to the Urban Land Tax Officer for concession under section 26 of the Tamil Nadu Urban Land Tax Act, 1966

I continue to occupy the house fully and intend to do so at least for six months in the current fasli 13 _____ and I undertake to inform the Urban Land Tax Officer if any portion of the house is let-out subsequently during the fasli. I hereby furnish the details of the urban land as follows, namely:-

1. Name of the owner	
2. Description of the urban land : (a) Door number/Street/Division or Ward	
(b) Village	
(c) Block number and Survey number and Sub-division number	
3. Extent of the urban land	
4. Number and date of the assessment order	
5. Number and date of the order of the Urban Land Tax Office in which concession was already granted	

Place :

Date : *Signature of the applicant with full address*

[1] Inserted by G.O.Ms.No.3758 Rev. dated 7th November 1974.

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FORM 15

[See rule 12(2)]

Form of order Urban land Tax Officer in respect of owner-occupied building under section 26 of the Tamil Nadu Urban Land Tax Act, 1966

To

1. Under section 26 of the Tamil Nadu Urban Land Tax Act, 1966, the Urban Land Tax Officer _____ sanctions a reduction of 25 percent of sum of Rs. _____ (Rupees _____) being the urban land tax payable in respect of the land bearing Door number _____ Street _____ Division/Ward _____ and Re-Survey/Town Survey, Survey No. of _____ village,_____, taluk _____,district, as the building and the land appurtenant to it are occupied wholly by the owner. The reduced urban land tax payable will be Rs. _____ (Rupees _____) for the entire/part of fasli year.

2. The owner-occupier is also informed that he should give notice of letting out of the entire or a part of the building and/or the whole or part of the land appurtenant to it to the Urban Land Tax Officer _____,within sixty days from the date of such change of occupation, failing which the reduction of urban land tax sanctioned in paragraph 1 above, shall be cancelled and the owner shall be liable to pay the full urban land tax for the entire/part of the fasli year.

3. A notice in Form 16 is enclosed for the purpose.

Place :

Date : *Urban Land Tax Officer*

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[1]**FORM 15-A**

[See rule 12(2)]

Form of order Urban land Tax Officer in respect of owner-occupied building under section 26 of the Tamil Nadu Urban Land Tax Act, 1966

To

1. Under section 26 of the Tamil Nadu Urban Land Tax Act, 1966, as amended by the Tamil Nadu Urban Land Tax (Amendment) Act, 1972 the Urban Land Tax Officer _____ sanctions a reduction of 50 percent of the sum of Rs. _____ (Rupees _____) being the urban land tax payable in respect of the land bearing Door number _____ Street _____ Division/Ward _____ and Re-Survey/Town Survey, Survey No. of _____ village _____, taluk _____, district, as the building and the land appurtenant to it are occupied wholly by the owner. The reduced urban land tax payable will be Rs. _____(Rupees _____) for the entire/part of fasli year.

2. The owner-occupier is also informed that he should give notice of letting out of the entire or a part of the building and/or the whole or part of the land appurtenant to it to the Urban Land Tax Officer, within sixty days from the date of such change of occupation, failing which the reduction of urban land tax sanctioned in paragraph 1 above, shall be cancelled and the owner shall be liable to pay the full urban land tax for the entire/part of the fasli year.

3. A notice in Form 16 is enclosed for the purpose.

Place :

Date : *Urban Land Tax Officer*

1 Inserted by G.O.Ms.No.4515 Rev. dated 27th July 1973.

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FORM 16

[See rule 12(4)]

Form of notice by an assessee to Urban Land Tax Officer intimating letting out of building and / or land for which concession has been granted under section 26 of the Tamil Nadu Urban Land Tax Act, 1966

To

The Urban Land Tax Officer,

Please take notice that for the entire or a part of the building and / or the whole or part of the land appurtenant to it bearing Door number ..... Street .....Division / Ward ..... and Re-Survey / Town Survey / Survey number .....of village, ...taluk, ...district, ... in respect of which concession under section 26 of the Tamil Nadu Urban Land Tax Ac, 1966, was sanctioned in the Order No..... dated the .....of the Urban Land Tax Officer.....have / has been let out with effect on and from .....

I pray that a revised demand of urban land tax may be issued to me for the entire/part of fasli year.

Place :

Date : *Signature of Assessee and address*

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FORM 17

[See rule 12(6)]

Form of notice issued by the Urban Land Tax Officer to an assessee when he ceases to be owner-occupier under section 26 of the Tamil Nadu Urban Land Tax Act, 1966.

To

It has come to my notice that you who were enjoying the concession under section 26 of the Tamil Nadu Urban Land Tax Act, 1966 in respect of building in Door number Street ,.....Division/Ward..... and Re-Survey/Town Survey/Survey No ..... of,.....village, taluk.....district, have ceased to be an owner-occupier with effect on and from .....

.....

You are, therefore, called upon to show cause within fifteen days from the date of receipt of this notice why the concession enjoyed by you so far should not be withdrawn and full assessment levied for the entire fasli under rule 12(6) of the Tamil Nadu Urban Land Tax Rules, 1966.

Place :
Date :

Urban Land Tax Officer.

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FORM 18

***[See* rule 13]**

Notice by Commissioner of Land Reforms to any party under section 30 of the Tamil Nadu Urban Land Tax Act, 1966.

To

Your application to the Commissioner of Land Reforms against the Order…….
dated .....
of the.....
relating to urban land bearing Door number.....
Street,.....
Division/Ward.....
and Re-Survey/Town Survey/Survey No..... of .....
village, ...
taluk, ...
district, ...
stands posted for hearing on……
in the .....

Please take notice that if you do not appear at.....a.m./noon/p.m. on the above date or any other date to which the hearing may be adjourned, either in person or by authorised agent in support of your application, it will be disposed of on merits *ex parte.*

Place :
Date :

Additional Secretary,
Commissioner of Land Reforms

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FORM 19

[See rule 15]

Form of notice to call for information under section 34 of the Tamil Nadu Urban Land Tax Act, 1966.

Station :

Date :

No.

Urban Land Tax for fasli year

Urban Land Tax Authority or Officer :

To

In pursuance of the provisions of section 34 of the Tamil Nadu Urban Land Tax Act, 1966, you are hereby required to furnish a statement or information on the points specified below to the undersigned within one month from the date of receipt of this notice:-

(Here enter the points)

Failure to furnish the statement or information required by this notice will result in an *ex parte* assessment under the provisions of the Act.

Urban Land Tax Authority or Officer.

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FORM 20

[*See* rule 16]

Form of book of assessment under section 42 of the Tamil Nadu Urban Land Tax Act, 1966

District	Taluk	Village	Division / Ward

Serial number	Name of Street	Corporation or municipal door number	Re-Survey, Town Survey and sub-division	Extent: Ground / Square feet; Acre / cents
(1)	(2)	(3)	(4)	(5)

Name of registered holder	Name of occupier	Marker value of urban land per ground/cent	Amount of urban land tax at [at the rate specified in the schedule to the Act]	Urban Land Tax for the extent in column(5)	Remarks
(6)	(7)	(8)	(9)	(10)	(11)

NOTE: The fasli for which the penalty is payable should be noted in the Remarks column.

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[1]FORM 20-A

[See rule 17(18)]

Form of book of assessment under section 42 of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division / Ward
1. Serial Number			
2. Name of street or the locality			
3. Corporation or Municipal Door number or Plot number			
4. Block Number			
5. Re-survey / Town Survey/ Survey and sub-division			
6. Extent		Ground Acre	Square feet Cent
7. Name of the registered holder or assessee and address			
8. Market value of urban land per ground/cent			
9. Amount of urban land tax as per the slab rate prescribed in the schedule			
10. Amount of penalty levied, if any			
11. Remarks			

NOTE: The faslis for which the penalty is payable should be noted in the Remarks column.

1 Inserted by G.O. Ms. No. 4514, Rev. dated 27th July 1973

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[1]FORM 20-B

[See rule 17(26)]

Form of book of assessment under section 42 of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division / Ward
1. Serial Number			
2. Name of street or the locality			
3. Corporation or Municipal Door number or Plot number			
4. Block number			
5. Re-survey / Town Survey/ Survey and sub-division			
6. Extent		Ground Acre	Square feet Cent
7. Name of the registered holder or assessee and address			
8. Market value of urban land per ground/cent			
9. Amount of urban land tax as per the slab rate prescribed in the schedule			
10. Amount of penalty levied, if any			
11. Remarks			

NOTE: The faslis for which the penalty is payable should be noted in the Remarks column.

1 Inserted by G.O. Ms. No. 4514, Rev. dated 27th July 1973

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[1]**FORM 20-C**

[See rule 17(32)]

Book of assessment under section 42 of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division/Ward/ Block number

Serial number (1)	Serial number in enumeration register (2)	Name and address of the assessee (3)	Serial number of and date of receipt of return (4)	Assessment case number (5)

Details of urban land.

In this Jurisdiction

other areas

Name of the village 6 (a)	In this Block re-survey number 6(b)	Block number 6 (c)	Re-survey number 6(d)

In the Jurisdiction of other Assistant Commissioners

Name of the village 6(e)	Block number 6(f)	Re-survey number 6(g)

Extent

Vacant or used for residential purposes

Ground	7 (a)	Square feet

Used for Non-residential purposes

Ground	7 (b)	Square feet

1 Inserted by G.O. Ms. No. 2015, Rev. dated 18th September 1975

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FORM 20C – (CONTD.)

Slab rate											
Market value of the land	Vacant or used for residential purposes	Used for non-residential purposes	Date of reciept of particulars					Date of hearing			
(8)	9(a)	9(b)	(10)					(11)			
Date order passed	Date of hearing						Amount of tax				
							In this block	In other areas			
							Rs. p.	Rs.p.			
(12)	(13)						14(a)	14(b)			
Amount of penalty, if any	Date of service of the order on the assessees	Date of communication of the order to the commissioner of Urban Land Tax — Urban Land Tax Officer					Date of handling over file to record	Remarks			
Rs.p. (15)	(16)	(17)					(18)	(19)			

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[1]**FORM 20-D**

[See rule 17(40)]

Book of assessment under section 42 read with section 7-D of the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Division/Ward/ Block	Number

Serial number (1)	Serial number in enumeration register (2)	Name and address of the assessee (3)	Serial number of and date of receipt of return (4)	Assessment case number (5)

Details of urban land.

In this Jurisdiction				In the Jurisdiction of other Assistant Commissioners		
In this Block re-survey number						
Name of the village 6 (a)	Block number 6(b)	Re-survey number 6 (c)	Other areas 6(d)	Name of the village 6(e)	Block number 6(f)	Re-survey number 6(g)
Extent						
Ground		(7)		Square feet		

1 Inserted by G.O. Ms. No. 837, Rev. dated 3rd August 1992.

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FORM 20D – (CONTD.)

Market value of the land	Slab rate	Date of issue of notices	Date of reciept of particulars	Date of hearing	Amount of tax		Date order passed	Amount of penalty, if any	Date of service of the orders on the assessees	Date of communication of the order to the Director of Urban Land (Ceiling) and Urban Land Tax Officer	Date of handing over file to record	Remarks
					In this block	In other areas						
					Rs. p.	Rs.p.		Rs.p.				
(8)	(9)	(10)	(11)	(12)	14(a)	14(b)	(13)	(15)	(16)	(17)	(18)	(19)

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[1]**FORM 21**

[See rule 17(1)]

Form of application for inspection on for a copy of Public Records under the Tamil Nadu Urban Land Tax Act, 1966.

[[1](Two Rupees) Court-fee stamp].

To

The Commissioner of Land Reforms/The Tamil Nadu Urban Land Tax Tribunal.

The Commissioner of Urban Land Tax.

The Assistant Commissioner of Urban Land Tax

The Urban Land Tax Officer

1. Name and address of applicant	
2. Description of records as far as possible	
3. Purposes for which inspection or copy is required	
4. Any other information to indicate interest of applicant for inspection of copy	

Place :

Date :

Signature of Applicant.

1 Substituted by G.O.Ms. No.189, Rev. dated 17th February, 1992.

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[1]**FORM 22**

[See rule 17(2)*]*

Form of Urban Land Enumeration Register under the Tamil Nadu Urban Land Tax Act, 1966.

District	Taluk	Village	Block Number

AS PER REVENUE ACCOUNTS

Survey Number	Sub-division Number	Extent: Ground Square Feet	Tenure, Quit rent, Ground rent, Exempted poramboke, etc.	Assessment	Name of the Registered holder / enjoyer, and if Poramboke, description
(1)	(2)	(3)	(4)	(5)	(6)

AS PER ENQUIRY AND VERIFICATION

Name of the Street and Door Number	Name of the present owner	Nature of use	Extent: Vacant or used for residential purposes	Extent: Used for non-residential purposes	Name of the occupier	Details of urban lands owned elsewhere in this Urban areas	Details about receipt of return Assessment case Number, etc., to be noted	Remarks
			Ground. Square feet.					
(7)	(8)	(9)	10(a)	10(b)	(11)	(12)	(13)	(14)

1Substituted by G.O.Ms. No.2015, Rev. dated 18th September, 1975.

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FORM 23

[See rule 17(3)

Form of Demand, Collection and Balance Statement of Urban Land Tax for the month of .....

Number and Name of the Division	Demand.				Collection			Balance	Amount written off	Amount under correspondence	Amount for which personal property distrained	Amount for which real property attached	Amount to which demands 1 to 4 issued
	Arrears at the beginning of the year	Upto the last month	In the month	Total,	Upto the last month	In the month	Total						
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)

Arrears :

Current :

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[1]F ORM 23-A

[See rule 17(3)]

Form of demand, collection and balance of penalty levied under section 40-A of the Tamil Nadu Urban Land Tax Act, 1966.

1.	Number and name of the division	
2.	Arrears at the beginning of the year Demand	Arrears Current.
3.	Upto the last month	
4.	In the month	
5.	Total collection	Arrears Current.
6.	Upto the last month	
7.	In the month	
8.	Total	
9.	Balance	
10.	Amount written off	
11.	Amount under correspondence	
12.	Amount to which demands 1 to 4 issued	
13.	Amount for which personal property distrained	
14.	Amount for which real property attached	

1 Inserted by G.O. Ms. No. 4514, Rev. dated 27th July, 1973.

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[1]FORM 24

[See rule 17(3)

Form of Insert Register of Urban Land Tax Payments from fasli 13 to fasli 13.

Particulars of land assessed.						Extent assessed.		Assessment per fasli	Fasli 13			Payment for fasli 13		
Name and address of the assessee	Assistant Commissioner of Urban Land Tax assessment number and date	Street.	Door number	Re-survey number	Sub-division number	Gr.	Sq.ft		Penalty, if any.	Total	Previous arrears, if any	Assessment	Chellan number and date	Amount Paid
(1)	(2)	(3)	(4)	(5)	(6)	(7)		(8)	(9)	(10)	(11)	(12)	(13)	(14)

Fasli 13			**Fasli 13**			**Fasli 13**			**Fasli 13**			
Assessment	Challan number and date	Amount paid	Assesment	Challan number and date	Amount paid	Assessment	Challan number and date	Amount paid	Assessment	Challan number and date	Amount paid	Remarks
(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)	(26)	(27)

1 Substituted by G.O.Ms. No.415, Rev. dated 18th February, 1981.

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[1]FORM 25 *[See* rule 17(3)] Form of process register for ..... division for Fasli.....		
1.	Serial Number	
2.	Resurvey Number	
3.	Name of Owner	
4.	Amount of assessment due	
4.(a)	Amount of penalty due	
4. (b)	Total	
Details of Demands Issued		
5.	Process No.1 Date :	
6.	Manner of service	
7.	Process No. II Date :	
8.	Manner of service	
9.	Process No. IV Date of Service	
10.	Process No. V Date of Service	
11.	Remarks with date of payment	
1 Substituted by G.O. Ms. No. 4514, Rev. dated 27th July, 1973.		

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FORM 26

[See rule 17(3)]

Form of remittance roll of collection in division No.....

Taluk ..... dated .....

1. Date of collection	
2. Survey number	
3. Sub-division number	
4. Name of parties	
5. Fasli	
6. Urban Land Tax	
6(a) Amount of Penalty	
6(b) Total	
Demand Fees	
7(a) I	
7(b) IV	
7(c) V	
8. Total	
9. Remarks	

1 Substituted by G.O. Ms'. No. 4514, Rev. dated 27th July, 1973.

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[Form 27 omitted by G.O. Ms. No.1811 Rev. dated 6th November 1982]

FORM 28

[See rule 17(3)

Form of Treasury / Cheque Collections under Urban Land Tax penalty for the taluk for the month of _____ 19 _____

Date	Division No.1	Division No.2	Division No.3	Division No.4	Division No.5	Division No.6	Division No.7	Division No.8	Division No.9
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P

Division No.10	Division No.11	Division No.12	Division No.13	Division No.14	Division No.15	Remarks	
						Arrear Collections	Excess of other adjustments
(11)	(12)	(13)	(14)	(15)	(16)	17(a)	17(b)
Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	Rs. P	

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[1]FORM 29

[See rule 17(3)]

Form of Register of Statement showing the particulars of arrears of Urban Land Tax reported to be irrecoverable in the division of ..... Taluk ..... for the Fasli

(1)	Re-Survey Number and Name of the individual	
(2)	Fasli	
(3)	Demand	
(4)	Collection upto date	
(5)	Balance	
(6)	Certificate of Tahsildar	
(7)	Amount recommended by Tahsildar to be written off	
(8)	Order of Collector	
(9)	Remarks	

1 Substituted by G.O. Ms. No. 4514, Rev. dated 27th July, 1973.

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[1]**FORM 30** *[See* rule 17(2) (ii)] **Form of Register of returns received under section 7-A of the Tamil Nadu Urban Land Tax Act, 1966.**	
(1) Serial Number	
(2) Date of Receipt	
(3) Name of owner of the urban land and his address	
(4) Particulars of the Urban Land owned in the jurisdiction of the Assistant Commissioner	
(i) Name of the village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block No.	
(v) Survey and Sub-division No.	
(vi) Extent	
(5) Particulars of other lands held by him in the urban area in the jurisdiction of the other Assistant Commissioners.	
(i) Name of the village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block No.	
(v) Survey and Sub-division No.	
(vi) Extent	
(6) Remarks	
Assistant Commissioner of Urban Land Tax	
1 Inserted by G.O. Ms. No. 3910, Rev. dated 30th November, 1971.	

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FORM 31

[See rule 17(11)]

Form of Register showing non-receipt of return under section 7-A of the Tamil Nadu Urban Land Tax Act, 1966.

In accordance with the return submitted by you, I determine the urban land tax payable by you as follows: -

(1) Serial Number	
(2) Name of owner of the urban land and his addresses	
(3) Particulars of the Urban Land owned in the jurisdiction of the Assistant Commissioner	
(i) Name of the village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block Number	
(v) Survey and Sub-division No.	
(vi) Extent	
(4) Particulars of other lands held by him in the urban area in the jurisdiction of the other Assistant Commissioners.	
(i) Name of the village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block No	
(v) Survey and Sub-division No.	
(vi) Extent	
(5) Remarks	

Assistant Commissioner of Urban Land Tax

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[1]**FORM 32** *[See* rule 17(19)] **Form of Register of returns received under section 7-B of the Tamil Nadu Urban Land Tax Act, 1966.**	
1. Serial Number	
2. Date of Receipt	
3. Name of the owner of the urban land and his address	
4. Particulars of the Urban land owned in the jurisdiction of the Assistant Commissioner	
(i) Name of the Village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block Number	
(v) Survey and Sub-division No.	
(vi) Extent	
(5) Particulars of other lands held by him in the urban area in the jurisdiction of the other Assistant Commissioners	
(i) Name of the Village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block No.	
(v) Survey and Sub-division No.	
(vi) Extent	
(6) Remarks (Here enter the Serial number of the Case Register	
1 Inserted by G.O. Ms. No. 4515, Rev. dated 27th July, 1973.	

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[1]FORM 32-A

[See rule 17(27)]

Form of Register of returns received under section 7-C of the Tamil Nadu Urban Land Tax Act, 1966

Particulars of the Urban Land owned in the jurisdiction of the Assessing Assistant Commissioner :

Serial Number	Date of receipt of return	Name and address of the owner/ owners of the urban land	Name of the village	Name of the Street and Door No.	Name of the Division / Ward Number	Block Number	Survey / Sub-Division Number	Extent: Vacant or used for residential purposes	Extent: Used for non-residential purpose	Remarks
(1)	(2)	(3)	4(i)	4(ii)	4(iii)	4(iv)	4(v)	4(v)(a) Gr.sq.ft	4(v)(b) Gr.sq.ft.	

Particulars of other lands owned by him in the jurisdiction of the other Assistant Commissioner.

Name of the Village	Name of the Serial and door number	Name of the division or ward number	Block number	Survey and sub-division number	Extent: Vacant or used for residential purposes	Extent: Used for non-residential purpose	Assessment case number to be noted
5(i)	5(ii)	5(iii)	5(iv)	5(v)	5(vi) (a) Gr. Sq.ft	5(vi) (b) Gr. Sq.ft	(6)

1 Inserted by G.O. Ms. No. 2015, Rev. dated 18th September, 1975

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[1]FORM 32-B *[See* rule 17(38)*]* **Form of Register of returns received under section 7-D of the Tamil Nadu Urban Land Tax Act, 1966.**	
1. Serial Number	
2. Date of Receipt of return	
3. Name and address of the owner / owners of the urban land	
4. Particulars of the Urban land owned in the jurisdiction of the assessing Assistant Commissioner	
(i) Name of the Village	
(ii) Name of the Street and Door No.	
*(iii)*Name of the Division or Ward No.	
(iv) Block Number	
(v) Survey / Sub-division No.	
(vi) Extent	Ground Square feet
(5) Particulars of other owned by him in the jurisdiction of the other Assistant Commissioners	
(i) Name of the Village	
(ii) Name of the Street and Door No.	
(iii) Name of the Division or Ward No.	
(iv) Block No.	
(v) Survey and Sub-division No.	
(vi) Extent	Ground Square feet
(6) Remarks (Assessment case no. to be noted).	
1 Inserted by G.O.Ms. No.837, Rev. dated 3rd August, 1992.	

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[1]FORM 33 [See rule 17 (19A)] **Form of return received under section 7-B of the Tamil Nadu Urban Land Tax Act,1966**		
(Particulars as they stood on 1st July, 1972 should be furnished)		
(1)	Name and present address of the urban land owner or owners.	
(2)	Name of the Municipality or Corporation	
(3)	Particulars of the urban land held by him in Municipality / Corporation Note --- Particulars should be furnished in one return for all lands held by him in Municipality / Corporation.	
(4) (i)	Name of the Revenue Village where the Urban land is located	
(ii)	Number of Survey Ward or Block Number	
(iii)	Name of the Street and Door Number	
(iv)	Town Survey Number and Sub-division Number	
(v)	Extent to each Urban Land owned by him/her	
(iv)	Case number, if any, in which Urban Land Tax has been levied for previous fasli.	
To The Assistant Commissioner of Urban Land Tax		
1 Inserted by G.O. Ms. No.4515, Rev. dated 27th July, 1973.		

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[1]FORM 33-A

[See rule 17 (19B)]

Form of return under section 7-C of the Tamil Nadu Urban Land Tax Act, 1966

(1)	Name and present address of the Urban Land Owner or Owners.	
(2)	Name of the Municipality or Corporation	
(3)	Particulars of the Urban Land owned in the Fasli	

	Name of the Revenue Village	Ward Number	Block Number	Town Survey Number	Door Number and Name of the Street
	(1)	(2)	(3)	(4)	(5)
1.					
2.					
3.					
4.					
5.					

Extent of land vacant or used for residential purposes		Extent of land used for non-residential purposes		Market value as estimated by the owner or as already determined by the Assistant Commissioner
Ground.	Square feet	Ground.	Square feet	
(6)		(7)		(8)

1 Inserted by G.O. Ms. No.2014, Rev. dated 18th September, 1975

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(9) Case Number or Number, if any, in which Urban Land Tax has been levied for previous Faslis.	

DECLARATION

I hereby declare that to the best of my knowledge and belief the particulars furnished in the return are correct and complete

Signature of the Owner or his Authorized Agent

Note - (1) Their return should be filed before the Assistant Commissioner within whose jurisdiction the owner owns the major extent of urban lands.

(2) Attention is drawn to Section 40-A of the Tamil Nadu Urban Land Tax Act,1966, under which penalty not exceeding one half of the amount of urban land tax due shall be payable for failure to file return or filing incomplete or incorrect return.

(3) Particulars of urban lands liable to urban land tax in each fasli commencing from the 1st July, 1975 should be furnished.

(4) Single return should be filed giving details of all urban lands in an urban area.

(5) The City of Madras and the area within 16 kilometres of outer limits of Madras from one urban area.

(6) Particulars must be furnished separately for each Survey number or Sub-division number.

(7) In respect of survey numbers for which market value has not been so far determined, the urban land owner shall furnish the market value as on the 1st July, 1975 as estimated by him for each urban land.

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[1]**FORM 33-B**

[See rule 17 (19-C)]

Form of return under section 7-D of the Tamil Nadu Urban Land Tax Act, 1966

1. Name and present address of the Urban Land Owner or Owners.	
2. Name of the Municipality or Corporation	
3. Particulars of the Urban Land owned in the Fasli	

Name of the Revenue Village (1)	Ward Number (2)	Block Number (3)	Town Survey Number (4)	Door Number and Name of the Street (5)	Extent Ground. Square feet (6)	Market value as estimated by the owner or as already determined by the Assistant Commissioner (7)
1.						
2.						
3.						
4.						
5.						

1 Inserted by G.O. Ms. No. 837, Rev. dated 3rd August, 1992.

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(8) Case Number or Number, if any, in which Urban Land Tax has been levied for previous Faslis.	

DECLARATION

I hereby declare that to the best of my knowledge and belief the particulars furnished in the return are correct and complete

Signature of the Owner or his Authorized Agent

Note - (1) This return should be filed before the Assistant Commissioner within whose jurisdiction the owner owns the major extent of urban lands.

(2) Attention is drawn to Section 40-A of the Tamil Nadu Urban Land Tax Act,1966, under which penalty not exceeding one half of the amount of urban land tax due shall be payable for failure to file return or filing incomplete or incorrect return.

(3) Particulars of urban lands liable to urban land tax in each fasli commencing from the 1st July, 1991 should be furnished.

(4) Single return should be filed giving details of all urban lands in an urban area.

(5) The City of Madras and the area within 16 kilometres of outer limits of Madras from one urban area.

(6) Particulars must be furnished separately for each Survey number or Sub-division number.

(7) In respect of survey numbers for which market value has not been so far determined, the urban land owner shall furnish the market value as on the 1st July, 1981 as estimated by him for each urban land.

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[1]FORM 34

[See rule 17 (20)]

Form of Register showing non-receipt of returns under section 7-B of the Tamil Nadu Urban Land Tax Act, 1966

(1) Serial Number	
(2) Name of owner of the urban land and his addresses	
(3) Particulars of the Urban Land owned in the jurisdiction of the Assistant Commissioner	
(i) Name of the Village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block Number	
(v) Survey and Sub-division No.	
(vi) Extent	
(4) Particulars of other lands held by him in the urban area in the jurisdiction of the other Assistant Commissioners.	
(i) Name of the Village	
(ii) Name of the Division or Ward No.	
(iii) Name of the Street and Door No.	
(iv) Block Number	
(v) Survey and Sub-division No.	
(vi) Extent	
(5) Remarks (Here enter the Serial number of the Case Register)	

1 Inserted by G.O. Ms. No.4515, Rev. dated 27th July, 1973.

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[1]FORM 34-A

[See rule 17 (28)]

Form of Register showing the details of lands for which returns have not been received under section 7-C of the Tamil Nadu Urban Land Tax Act,1966

(1) Name of the Village	
(2) Block Number	

(3) Details of the Urban Lands

Serial Number	Survey and Sub-division Number.	Extent				Name of the Street and Door No.	Name and address of the urban land owner as per enumeration register	Remarks
		Vacant or used for residential purposes		Used for non residential purposes				
(1)	(2)	3(i)		3(ii)		(4)	(5)	(6)
		Ground	Square feet	Ground	Square feet			

1 Inserted by G.O. Ms. No.2015, Rev. dated 18th September, 1975.

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[1]FORM 34-B

[See rule 17 (39)]

Form of Register showing the details of lands for which returns have not been received under section 7-D of the Tamil Nadu Urban Land Tax Act,1966

Name of the Village						
Details of the Urban land		Extent		Block Number		Remarks
Serial Number	Survey and Sub-division Number	Ground	Square feet	Name of the Street and Door No.	Name and address of the urban land owner as per enumeration register	
(1)	(2)	(3)		(4)	(5)	(6)

1 Inserted by G.O. Ms. No.837, Rev. dated 3rd August, 1992.

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[1]FORM 35

[See rule 8 (3)]

Form of returns by the owner of Urban Land for assessment or re-assessment under section 19(5)(b) of the Tamil Nadu Urban Land Tax Act,1966

1. Name and Address of the owner	

2. Particulars of changes in the aggregate extent of urban land owned.

Number and name of the village	Ward Number	Block Number	Town Survey Number	Original Extent	
				Ground	Square Feet
(1)	(2)	(3)	(4)	(5)	

1 Inserted by G.O. Ms. No.2014, Rev. dated 18th September, 1975.

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Present Extent				Cause of change in the extent
Residential		Non –residential		
Ground	Square feet	Ground	Square feet	
6(a)		6(b)		7

Form 35 – Contd.

3. Case Number and date of original Assessment Order, if any	
4. Fasli year of previous assessment	
5. Fasli year for which the land is to be assessed or re-assessed	

Signature of the owner.

DECLARATION

I, the owner , do hereby declare that what is stated above is true to the best of my information and belief.

Signature of the Owner or his Authorized Agent

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FORM 36

[See rule (21)]

Form of Demand Register.

Taluk : Village : Block :

Serial Number	Town Survey Number	Extent		Name and address of the assessee	Assessment order number and date
		Vacant or used for residential purposes	Used for non-residential purposes		
		Ground Square feet	Ground Square feet		
(1)	(2)	3(a)	3(b)	(4)	(5)

Tax payable per fasli					
Date of service of order on the assessee	Date of communication of the order to the Urban Land Tax Officer	For land shown in column 3(a)	For land shown in column 3(b)	Penalty, if any, payable	Remarks
(6)	(7)	8(a)	8(b)	(9)	(10)

1 Inserted by G.O. Ms. No.2015, Rev. dated 18th September, 1975.

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