



ཐིམ་ཕུག་ འོམ་སྒྲིལ།  
 ཡུལ་གྲིམ་ཡུལ་: ༠༨  
 སྐོར་འཛིན་ལམ་  
 ཐིམ་ཕུག་: ༡༡༠༠༡ འབྲུག་



**Thimphu Thromde**  
 Building Number: 08  
 Gongdzin Lam  
 Thimphu-11001: Bhutan



**Information to be submitted by plot owners to Development Control Division (Page 1 of 2)**

1. Is your plot empty? a) **YES**..... b) **NO**..... If **YES**, go to number **15**, If **NO**, please fill up the rest of the forms.
2. Type of structure on the plot(s) (please tick) a). **Traditional Building** ..... b). **Load Bearing**..... c)**RCC**..... d)**Semi Permanent** (Single Storey)..... or **Others** .....
3. Construction Approval given by (please tick): a) **Thromde**..... b)**Dzongkhag**.....  
(Attach Approval Letter)
4. Year of construction: .....
5. Attach four Recent Photograph of the structure(s): (Right; Left; Front & Back side of Building(s))
6. No. of Floors of structure (including basement and attic): .....
7. Total no. of car parking slots: .....
8. Total no. of shops in building: .....

9. Building Details:

No. of Floors	No. of Units	Flat Number(s).	No. of bed rooms	Parking/Commercial /Residential	Total units of Commercial
Basement					
Ground floor					
First Floor					Total units of Residential
Second Floor					
Third Floor					
Fourth Floor					
Fifth floor					
Sixth floor					
Attic					

*Note: If commercial or semi commercial pleases mention the name and type of business with license copy of the shop/commercial activity present.*

10. Electricity & Water Meter Number of each flats:

Flat No. →										
Electricity Meter No.										
Water Meter No.										



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 ཐིམ་ཕུག་ ༡༡༠༡ བུ་རྒྱལ



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Continue if anymore: Electricity & Water Meter Number of each flats:

Flat No. <input type="checkbox"/>										
Electricity Meter No.										
Water Meter No.										

10. Street Lam name where building is located: .....
11. Building number: .....
12. Does your building have an attic a) **YES** ..... b) **NO** ..... (Note: Is your attic regularized ? if **YES**, attach approval documents)
13. Does your property have a) **sewerage line connection** ..... b) **Septic tank** .....(tick)
14. Attach occupancy certificate (Mandatory).
15. Are there any unauthorized structures on your property? a) **YES** ..... b) **NO**..... if **YES**, go to next question  
 .....  
 .....
16. What type of structure is present? a) **store**..... b) **hut** ..... c) **toilet**  
 d) **garage**..... e) **others** (Please specify) .....
17. **New Thram No.:** ..... **Plot No.:** ..... **Contact No of Owner:** .....

I hereby declare that the above information provided is true and correct about my property. If any of the information is found to be incorrect I agree to be penalized as per the existing rules and regulations of Thimphu Thromde.

**Affix legal stamp**  
 (signature)  
 Name: .....

For clarification please contact: [pkhandu@thimphucity.gov.bt](mailto:pkhandu@thimphucity.gov.bt) or call  
 17894366/ 17363553/17331599/17539548



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Old Thimphu City/NCRP

Date:...../...../2016

**CLEARANCE FOR COLLECTION OF ORIGINAL LAND TITLE CERTIFICATE**

Thram Holder Name	:	.....	CID No.	:	.....
Thram No. (Old)	:	.....	New Thram No.	:	.....
Plot(s) No. (Old)	:	.....	New Plot(s) No.	:	.....
Area (Sq.ft)	:	.....	Urban Village	:	.....
Location	:	.....	Mobile No.	:	.....

Property Owner (Signature)

**Official Use**

Thromde Revenue Cell

Q. Any DUE TAXES till date: YES  NO

If  YES Remarks:  
 .....

*\*All the due taxes has to be paid/updated to obtain LAGTHRAM from Land Record, Thimphu Thromde.*

Revenue In-Charge (Signature)

Development Control Division (DCD)

Q. Any ISSUES on the plot(s): YES  NO

If  YES Remarks:  
 .....

Verified & Accepted by:

Building Inspector (Signature)

❖ Shall Lagthram be ISSUED or NOT: YES  NO

Chief, DCD (Signature)

*Note \*\*\* If any of the above Q is YES, the Lagthram [land Title Certificate] shall NOT be issued.*

Clearances demand by: *Land Record Section*