

1.6 Grant/Permit Certificate. Application to remove / transfer land not registered under a deed, to be completed by the applicant

Number: Grant/Permit Certificate / Portion of the grant/permit to be removed from a portion of the land

1. Details of the Grant/Permit and the Family Unit

i. Full name of the grant certificate holder :-	
ii. Address :-	ii. Grama Niladhari division of residence :-
iv. Telephone number :-	v. National identity card number :-
vi. Is the grant certificate holder married? :- Yes / No	vii. Is the spouse alive? :- Yes / No
viii. If married, full name of the spouse :-	
ix. Details of children (list in order of age) :- Number of children :-	

Serial Number	Name	Permanent address	Age	Marital Status		Alive or Diseased	
				Yes	No	Yes	No
01				Yes	No	Yes	No
02				Yes	No	Yes	No
03				Yes	No	Yes	No
04				Yes	No	Yes	No
05				Yes	No	Yes	No

2. Details of the land

i. Total land extent:		ii. Nature of the land: Plinth/Low-lying	
iii. Grama Niladhari Division where the land is located:		iv. Plot number (if measured):	
v. Details of other land in the name of the grantee or deceased if the entire land is being alienated:			
Owner's name:			
Deed number:	Land extent:	Nature of the land: Land/Muddy land	

3. Details of the grantee(s)

Serial Number	Name of the Grantee / Beneficiary	Whether by Blood Relation / Farming Class / Cultivation	If by Blood Relation, the Nature of Relationship	If Allocating a Portion of the Land, Proposed for Allocation To		Land Area
				Plot Number	Survey/ Number	

I hereby certify that the information provided by me above is correct and request permission for the allocation.

.....
Date

.....
Signature of the applicant

Section B.

Recommendation of the Grama Niladhari of the area where the land is located.

1. Details regarding the land:

Grant/Permit Number:	Grama Niladhari Division:		
Village:	Survey Plan Number:		
Plot Number:	Intermediate Plot Number:	If measured, Section Number:	
Land Extent/Area:	Nature of Land: Garden / Paddy Field	Minimum Partition Limit:	
Currently, who is enjoying/occupying the land:			
Has a successor been appointed? Yes / No			
Is there any dispute regarding the land? Yes / No			
If there is a dispute, provide details:			
If any portion of this land has been previously alienated, provide details:			
If a portion of the land is to be alienated or allocated to two or more beneficiaries, provide a general map showing how the land should be sub-divided.			

(Note: The land must be personally inspected and fully verified by the Grama Niladhari of the division in which the land is located. Any disputes or issues must be reported.)

In Section A, item 02 of the above application, I recommend whether the information provided by the applicant and the information I have provided is **true/false**, and whether it is **appropriate/inappropriate** to grant the relevant allocation.

Special notes:

.....
.....

.....
Date

.....
Grama Niladhari's Signature & Official Stamp

Certification by the Grama Niladhari of the applicant's residence

I certify that the information provided in Section A, item 01 of the above application is **true/false**.

Special notes:

.....
.....

.....
Date

.....
Grama Niladhari's Signature & Official Stamp

**Section C.
Affidavit Declaration**

I, residing at in the Grama Niladhari Division of, in the Divisional Secretariat Division No., in the District of, Province of, being the registered owner of the deed/plot No., located in the Grama Niladhari Division of, Village A.G.P. No., Katthi No., with a total extent of acres, roods, perches / hectares, bearing grant certificate / deed No., intend to allocate the entire land / a portion of the land of acres:, roods:, perches: / hectares: to my relative / a person of the agricultural class / a tenant farmer, namely

.....
Since I am the owner of a portion / alternative plot of land bearing deed No., measuring, in my / my tenant's name, and the family members below have given their consent regarding this allocation by signing, I solemnly declare that by allocating the entire land / portion of the land belonging to this grant certificate, neither I nor any member

of my family will be left helpless or orphaned. I make this declaration with full sincerity and truthfulness.

.....

Signature of the grant/permit holder

Name and signature of the witness:

.....

Names and signatures of family members:

- i.
- ii.
- iii.
- iv.
- v.

After the above statement had been read out to them in their language and duly explained in my presence, it was signed before me on day.

.....

Grama Niladhari's Signature and Official Seal

Affidavit

I, residing at in the **Grama Niladhari Division of**, within **Division No. of the District in the Province**, holding the **land deed / plot No.** in the **Grama Niladhari Division of**, village, **Survey Block No.**, with a total extent of **Acres Roods Perches / Hectares**, and holding **Grant Certificate / Ownership No.**, intend to allocate the **entire land / part of the land (Acres ... Roods ... Perches ... / Hectares**) belonging to the Grant Certificate / owner to the following persons, who are either **relatives / members of the farming community / heirs**:

.....

I hold a **title deed / equivalent land document No.** for a plot of land measuring in my name / the name of the owner, and, with the signatures of the family members below, I hereby state that they have given their consent for this transfer. I solemnly and truthfully declare that by transferring the **entire land / portion of the land belonging to this Grant Certificate**, neither I nor any member of my family will be rendered helpless or orphaned.

On a Rs. 50/= stamp

.....
Signature of the beneficiary of the grant / Signature of the licensee.....
Name and signature of the registrar

Names and signatures of family members

- i.
- ii.
- iii.
- iv.
- v.

The above statement was read aloud and explained in their presence, and after understanding it, they signed before me on date.

.....
Signature of the Justice of the Peace

SectionD

01. Details regarding the grantee :-

Full name of the grantee:	
Address:	
National Identity Card Number:	Telephone Number:
Divisional Secretariat Division of Residence:	Grama Niladhari Division of Residence:
Reason for allocating the land:	
Details of the grantee's family unit: (If married, complete 1, 2, 3 / If unmarried, complete 1, 4, 5)	

	Name	Address	Occupation	Monthly Income	Extent/size of the land:	
					Land	Muddy land
1	Grantee					
2	Spouse					
3	Unmarried children					
4	Father					
5	Mother					

I hereby declare that the above information is true. I am aware that if the information stated here is found to be false, it may be a reason to invalidate this submission, and I certify and sign this.

.....
Signature of the beneficiary

Recommendation of the Grama Niladhari of the beneficiary's residence:
I certify that the information provided regarding the above-named person
..... and their family
members is true / false, and whether this family unit belongs / does not belong to the
agricultural class, and whether he / she is / is not a blood relative of the grantee.

Special notes:
.....
.....

Date..... Signature and Official Stamp

Certification of the Divisional Secretary

(If the person resides in another Divisional Secretariat Division)

I hereby certify and sign that the allocation of the land tois
suitable / not suitable.

.....
Signature & Official Seal

Note of the Subject Officer

Application No. Since the application submitted for exclusion a
portion of the land from the granted land has been properly completed, the relevant office
copy of the permit and the ledger have been examined. Based on whether these available / do
not exist in the office, and whether the information in the application matches / does not
match the office copies, I submit it for recommendation and approval.

Date Signature

Recommendation of the Divisional Officer / Land Officer

I have examined all the documents presented along with the application for the alienation of
the land, which was submitted with the approved deed numbered

and the certified copy endorsed by the Divisional Secretary, as well as the statements provided.

I hereby certify whether:

- The beneficiary’s family unit owns any other land with deed number besides the land in question / or whether a portion remains from this land.
- This allocation poses a risk / does not pose a risk of leaving the beneficiary or any family member destitute.
- All family members have given / have not given their consent for this allocation.
- The beneficiary belongs / does not belong to the farming class.

01	Properly completed application forms – Sections A, B, C, D	
02	Letters of request from the grant certificate holder and the beneficiary.	
03	A copy of the grant certificate or a copy of the deed issued from the grant certificate / deed.	
04	All relevant documents from the beginning to the end (those obtained within a month).	
05	Birth certificate and marriage certificate of the grant certificate holder.	
06	Birth certificates of unmarried children of the grant certificate holder.	
07	Documents confirming relationship if the land is assigned to a relative (birth certificates), or a marriage certificate if assigned to the spouse.	
08	If the land is being assigned to an external party, an affidavit confirming that the beneficiary belongs to the farming community, and the beneficiary’s birth certificate.	
09	If the full grant certificate land is being assigned, a certified copy of the deed of any other land in the name of the grant certificate holder / deed holder / spouse, along with the original documents	
10	If a portion of the original land is being assigned, a newly measured and prepared survey plan of that portion.	
11	If there is any difference in spelling of the name, only the relevant affidavit is required.	

12	If the name differs according to the birth certificate, a copy of the corrected birth certificate reflecting the name change (any necessary actions regarding this can be done through the Registrar's department).	
13	Copies of the national identity cards of the grant certificate holder / deed holder and the beneficiary.	

The beneficiary is / is not a relative of the deceased.

Accordingly, I recommend that the allocation is suitable / not suitable.

Other remarks:

.....

.....

Date Signature and Official Seal

Assistant Divisional Secretary's Recommendation

I recommend/do not recommend the allocation of this land.

.....

Date Assistant Divisional Secretary's Signature & Official Seal

Divisional Secretary/Additional Divisional Secretary Approval

I approve/do not approve the allocation of this land.

.....

Date Divisional Secretary/Additional Divisional Secretary Signature & Official Seal

Documents to be submitted by applicants

All the photocopies of the above-mentioned documents must be certified as true copies by the Grama Niladhari.