

#### Form 4: Notice to the Competent Authority of Discontinuation as Person on Record

(See Regulation No.4.4.1, 4.4.2, 4.4.3, 4.4.4, and 4.4.5, 4.4.6)

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer  
Urban Development Authority / Municipal Corporation/ Area Development Authority/  
Nagarpalika

### Proposed building:

(Title of the work)

Plot No.: **Area of the Plot:**

Inward No.: Final Plot No.:

Sub Plot / Property No.: at Village:

Address of proposed building:

Name of the Owner / Developer:

Sir/Mm,

This is to bring to your notice that I have been relieved of my responsibility / have relieved myself of my responsibility as (Architect / Engineer / Structural Engineer / Clerk of Works / Supervisor of Works) on Record for the proposed building, with effect from (date).

I wish to place on record that with effect from the said date, I shall neither be associated with this building nor be responsible for its compliance to the sanctioned design and specifications and to the Development Regulations.

Name: \_\_\_\_\_

Registration No.:

Address:

Tel. No.: