

TAXATION SECTION

SR. NO.	NAME OF SERVICE	REQUIRED DOCUMENTS TO AVAIL THE SERVICE
1.	TRANSFFER OF PROPERTY	1) Sale Deed/ Gift Deed/ Release Deed Copy (For Flat) 2) Confirmed Order or Property Card / Site Plan (House) Issued by City Survey Department 3) Heir Ship Certificate issued By Mamlatadar 4) House Tax Receipt 5) Application
2	COMMERCIAL LICENSE	1) Copy of Lease Agreement - mansion with property area (If Property is Rented) 2) N.O.C (If license is for food related activities) issued by Health Office, P.H.C, Daman 3) Owner & Tenant ID Proof with photo & address 4) House Tax Receipt 5) Application
3	RENEWAL OF LICENSE	1) Copy of license issued 2) Copy of Agreement 3) Owner & Tenant ID proof with photo & address 4) House Tax Receipt
4	CHANGE OF ADDRESS (LICENSE)	1) Application 2) Copy of Agreement (If Property on rented) 3) Owner & Tenant ID proof with photo & address
5	CHANGE OF NAME & STYLE	1) Application 2) Owner & Tenant ID proof with photo & address
6	CANCELATION OF LICENSE	1) Application 2) Copy Of License and House Tax Receipt 3) Owner & Tenant ID proof with photo & address
7	PERMISSION FOR MUNICIPAL GROUND	1) Application 2) Owner & Tenant ID Proof with Photo & address
8	PERMISSION FOR PARTITION OF PROPERTY	1) Application 2) Confirm Order or Property Card 3) Site Plan issued by City Survey Department 4) House Tax Receipt