

Chief
Development Regulatory Division
Phuentsholing Thromde

Subject: Application for Renovation/Maintenance of Structure (Building/House/Others)

Sir,

Kindly arrange to issue a permit for Renovation of my (Building/House/Others) on plot
.....registered under Thram No..... located in.....
LAP Phuentsholing Throm.

The details of the works to be carried out are follows:

1.
2.
3.
4.
5.

Applicant name & Signature:

CID & Contact no.:

Date of application:

***Documents to be attached:**

1. **Two sets (A3/A4) of drawings duly signed by the designer and owner if applying for major renovation (Roofing & Change in layout).**
2. **Authorization letter if the applicant is not the registered owner.**