



# PUNJAB TRANSPARENCY AND ACCOUNTABILITY ACT 2018

Facilitation Charges = ₹ 200/-  
Stipulated Time = 10 Working Days

Details of 'Saanjh' Kendra :- Name of Centre \_\_\_\_\_

District \_\_\_\_\_

Service asked for :- **TENANT VERIFICATION (Resident of Local Area)**

Fill in CAPITAL LETTERS

Date 

D	D	M	M	Y	Y	Y	Y
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### OWNER DETAILS :-

First Name \_\_\_\_\_

Middle Name \_\_\_\_\_

Last Name \_\_\_\_\_

Relation S/o  D/o  W/o

Relation Name \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email ID \_\_\_\_\_ Occupation \_\_\_\_\_

State \_\_\_\_\_ District \_\_\_\_\_ Police Station \_\_\_\_\_

Sector/Village/Colony/Society \_\_\_\_\_ St. No./Name \_\_\_\_\_

Home/Flat/Plot/Property No. \_\_\_\_\_ Pincode \_\_\_\_\_

Photo ID Type- Driving Licence  Pan Card  Voter Card  Passport  Aadhar Card  Ration Card

Bank Pass Book  Any Other  Photo ID No. \_\_\_\_\_

### Property Detail to be Rented :-

Type of Property:- Commercial  Residential

Home/Flat/Plot/Property No. \_\_\_\_\_ St. No./Name \_\_\_\_\_

Sector/Village/Colony/Society \_\_\_\_\_ Pincode \_\_\_\_\_

Police Station \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_

### TENANT DETAILS :-

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Alias Name \_\_\_\_\_ Relation S/o  D/o  W/o  Relation Name \_\_\_\_\_

Gender M  F  Trans  Mobile No. \_\_\_\_\_ Email ID \_\_\_\_\_

D.O.B \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Religion \_\_\_\_\_ Occupation \_\_\_\_\_

Aadhar No. \_\_\_\_\_

### Present Address Of Tenant :-

Home/Flat/Plot/Property No. \_\_\_\_\_ St. No./Name \_\_\_\_\_

Sector/Village/Colony/Society \_\_\_\_\_ Pincode \_\_\_\_\_

Police Station \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_

### Permanent Address Of Tenant :-

Home/Flat/Plot/Property No. \_\_\_\_\_ St. No./Name \_\_\_\_\_

Sector/Village/Colony/Society \_\_\_\_\_ Pincode \_\_\_\_\_

Police Station \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_

Living:- Alone  Couple  Family  Friends  Live-in  Others \_\_\_\_\_

Rent-Deed:- Yes  No  (If yes, attach copy)

Photo ID Type- Driving Licence  Pan Card  Voter Card  Passport  Aadhar Card  Ration Card

Bank Pass Book  Any Other  Photo ID No. \_\_\_\_\_

**REFERENCES OF TENANT :-**

**Native Place**

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Relation S/o  D/o  W/o  Relation Name \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email ID \_\_\_\_\_ Occupation \_\_\_\_\_

State \_\_\_\_\_ District \_\_\_\_\_ Police Station \_\_\_\_\_

Sector/Village/Colony/Society \_\_\_\_\_ St. No./Name \_\_\_\_\_

Home/Flat/Plot/Property No. \_\_\_\_\_ Pincode \_\_\_\_\_

Photo ID Type- Driving Licence  Pan Card  Voter Card  Passport  Aadhar Card  Ration Card

Bank Pass Book  Any Other  Photo ID No. \_\_\_\_\_

**Local**

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Relation S/o  D/o  W/o  Relation Name \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email ID \_\_\_\_\_ Occupation \_\_\_\_\_

State \_\_\_\_\_ District \_\_\_\_\_ Police Station \_\_\_\_\_

Sector/Village/Colony/Society \_\_\_\_\_ St. No./Name \_\_\_\_\_

Home/Flat/Plot/Property No. \_\_\_\_\_ Pincode \_\_\_\_\_

Photo ID Type- Driving Licence  Pan Card  Voter Card  Passport  Aadhar Card  Ration Card

Bank Pass Book  Any Other  Photo ID No. \_\_\_\_\_

**EMPLOYMENT DETAILS OF TENANT :-**

Type \_\_\_\_\_ Name of Establishment/Owner \_\_\_\_\_

Address of Work \_\_\_\_\_

Landline \_\_\_\_\_ Mobile \_\_\_\_\_

**PARTICULARS OF PREVIOUS EMPLOYMENT :-**

Nature/Type \_\_\_\_\_ Particular of previous employer with Mobile No. \_\_\_\_\_

Address \_\_\_\_\_

**FAMILY MEMBERS DETAIL RESIDING WITH TENANT:-**

Sr No.	Name	Age	Sex	Relation	Relation Name	Occupation	Photo ID Copy

**FOR OFFICIAL USE ONLY :-**

Acknowledgment Receipt No. \_\_\_\_\_ Date \_\_\_\_\_

Last Date by which service to be provided \_\_\_\_\_ Name of Designated Officers (D.O) \_\_\_\_\_

Designation \_\_\_\_\_ Location \_\_\_\_\_

Sign. of D.O/Receiving Officer \_\_\_\_\_