

Ref.....

Dated.....

To
 The Chairman
 Dzongkhag Land Lease Committee
 Dzongkhag Administration.

Subject: requesting land lease for Business Activity

Sir/Madam,

I hereby submit the application along with relevant documents for lease of land for establishment of Business/Service oriented activity. The details are as follows:

1. Details of the Applicant

For Individual/Family	For Organization/ Institution/ Community/ Group
a) Name:..... b) Identity card No:..... c) Chiwog /Village:..... d) Gewog:..... e) Dungkhag/Dzongkhag/Throm:.... f) Contact Number:.....	a) Organization/Dept./Agency/Community/Group name: b) Post Box..... c) Address:..... d) Contact Number:..... Fax Number:.....

2. Details of Land requested for lease:

Attributes	Details
Name/location of the land	
Area (acres)	
Village/ Gewog	
Dungkhag/ Dzongkhag	
Proposed activity	
Lease Period	

3. Attachments Enclosed:

No	Attachments	Tick
1	Preliminary layout plan of the proposed activity supported by sketch map	
2	Application and project proposal (where necessary)	
3	Recommendation letter from relevant agency (LoI)	

Thanking you,

Yours faithfully,

Name and signature of applicant