



Following documents are required to be submitted when applying for Subdivision/Amalgamation permit

- Recently surveyed Original survey plan and 5 nos. of true hard copies drawn to the scale of 1:1000 or one chain to an inch
- Copy of earlier approved sub division / amalgamation plan or all other relevant survey plans referred in the legend (same size as the original)
- Street line certificate issued within 01 year for the above survey plan by the City Planning Division of Colombo Municipal Council
- Clearance from Drainage Division of Colombo Municipal Council issued within 01 year for the above survey plan
- Clearance from National Water Supply and Drainage Board issued within 01 year for the above survey plan
- Clearance from the Sri Lanka Land Reclamation and Development Corporation if land abuts a canal
- Clearance from the Irrigation Department if the land abuts the Kelani river
- Clearance from the Sri Lanka Railway Department if land abuts a railway line
- Clearance from the Urban Development Authority if land abuts the Beira Lake
- Certified True copies of relevant Deeds & Folios (Folios issued within 01 month period)
- Municipal tax clearance (within nearest quarter)
- Confirmation letter for the assessment number from the Municipal Assessor's Department of Colombo Municipal Council – if necessary
- Letter of indemnity with copies of the NIC of Owner / Power of attorney holder / 02 witnesses ( format can be collected from City Planning Division)
- If application sign by the power of attorney holder
  - ❖ Certified True copy of the power of attorney
  - ❖ Affidavit
- If the land owner is a company,
  - ❖ Certified True copies of business registration and list of director board (form 20 & 41).
  - ❖ Certified true extracts of Board of resolution passed by the company (format can be collected from City Planning Division)

❖ Company articles if necessary