



GOVERNMENT OF ASSAM  
REVENUE AND D M (REGISTRATION) DEPARTMENT  
JANATA BHAWAN, DISPUR GUWAHATI-06

**NOTIFICATION**

Dated Dispur the 15-10-2024

**No. 230016/ 2022/281** : Governor of Assam is pleased to deploy a citizen service of NOC for registration of lease / renewal of lease of government land held by authorized parastatals of Government of Assam e.g. AIDC, AIIDC, ASIDC, ATDC etc. with provision of role based accounts of the authorized representatives of allottees and allotting organizations.

Allotting organizations will authenticate the land parcels owned by them by suitable flagging in the land records. This service will enable application for fresh lease as well as renewal of lease. On completion of the application process the application will be forwarded to the account of jurisdictional Revenue Circle Officer for suitable processing, flagging and recommendation to grant the NoC or otherwise. The recommendation of Revenue Circle Officer will be strictly on the basis of available information with the application. No queries shall be asked. Rejection of application once will not be a bar for re-application. All applications where NoC is not possible to be given, reasoned grounds citing deficiencies be conveyed to the applicant.

**Documents to be annexed with Application:**

- 1) TAN/PAN card of lessor and lessee
- 2) Id and address proof of lessor and lessee
- 3) Agreement between lessor and lessee

**User Charge for the NOC service :**

Fees of Rs.2500/- as applicable

**Time-line :**

30 working days excluding the time taken for presentation of the lease deed before the jurisdictional Sub Registrar Office.

Principal Secretary to the Government of Assam  
Revenue and Disaster Management

Department

Memo No. 230016/2022

15-10-2024

Copy to:

1. The Director of Land Records and Surveys, Assam, Rupnagar, Guwahati-32 for kind information and necessary action.
2. The Inspector General of Registration, Assam, Rupnagar, Guwahati-32 for kind information and necessary action.
3. PS to the Hon'ble Minister, Revenue & D.M. Department for kind information of the Hon'ble Minister.
4. PS to the Secretary (Coordination) Chief Secretary Office, Dispur for kind information to the Chief Secretary, Assam.
5. All District Commissioner cum District Registrar for information and necessary action.
6. AIDC, AIIDC and ASIDC for information and necessary action.
7. All Deputy Registrar/Sr.Sub Registrar/Sub-Registrar for information and necessary action.

By order etc.

Joint Secretary to the Government of Assam  
Revenue and D M Department

