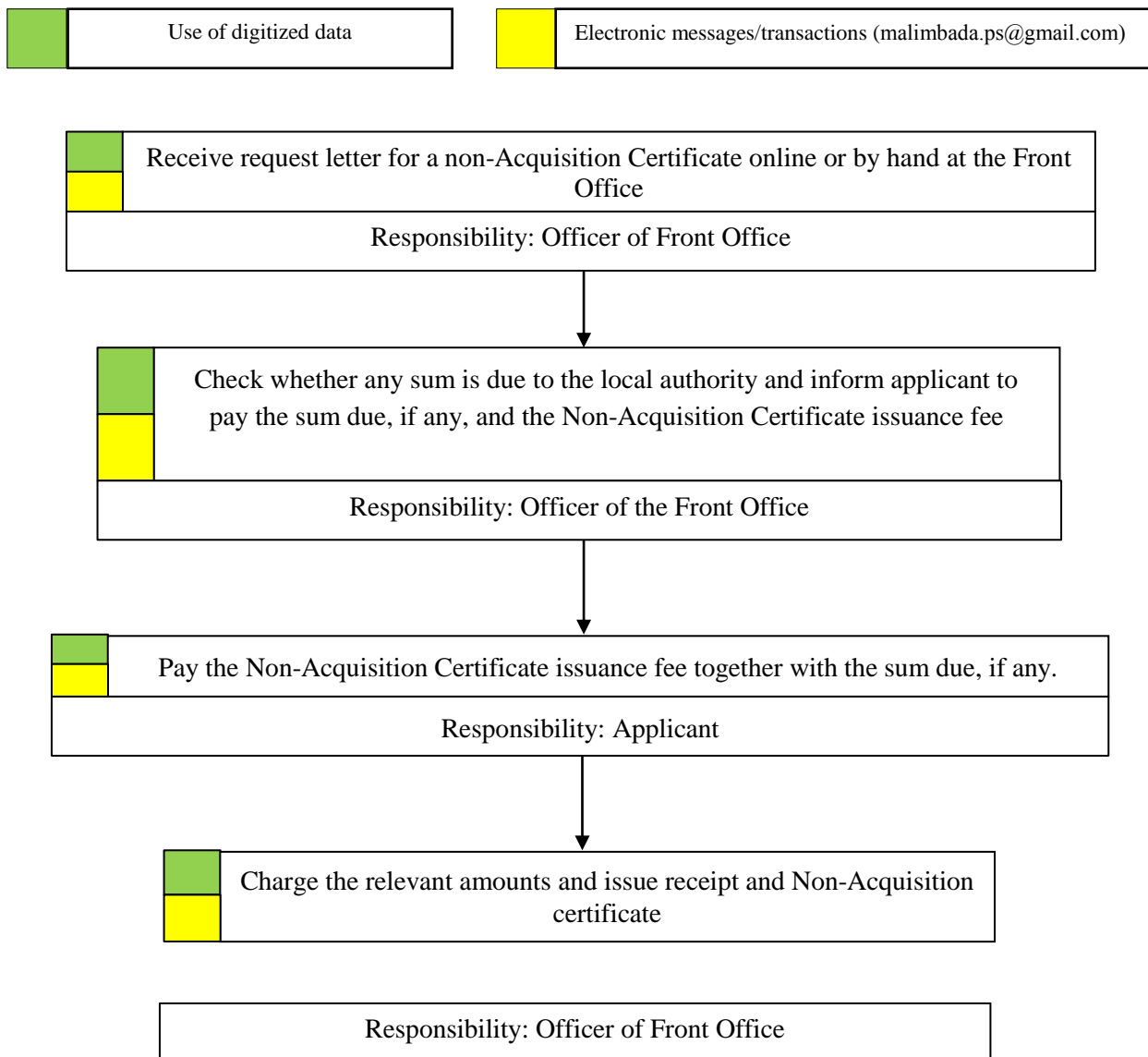


## 07. Issue of Non-Acquisition Certificates – Flow Chart



**Performance  
Indicator**



## **07. Issue of Non-Acquisition Certificates**

### **1. Introduction**

When a person mortgages or pledges his property and applies for a loan from a financial institution, the financial institution concerned requires the loan applicant to produce a Non-Acquisition Certificate obtained from the relevant local authority. Non-Acquisition Certificate is a certificate issued by the local authority to the effect that no condition has arisen affecting the acquisition of any immovable property. The local authority acquires any immovable property in case of default in payment of any amount due to the local authority. The relevant arrears will be recovered by the seizure and sale of the immovable property by the local authority. This certificate does not imply any connection with the process of land acquisition for any development work. This certificate is valid only for a period of 6 months from the date of issue.

### **2. Applicable Legislation**

- (a) Sections 252, 253, 255, 256, 257, and 259 of the Municipal Councils Ordinance (Chapter 252);
- (b) Sections 252, 253, 255, 256, 257, and 259 of the Municipal Councils Ordinance to be read with Section 166 of the Urban Councils Ordinance (Chapter 255);
- (c) Sections 158, 159, 161, 162, 163, 164, 165, and 166 of the Pradeshiya Sabhas Act, No. 15 of 1987.

### **3. Eligibility**

- (a) The person whose name is mentioned as the legal owner of the property in the assessment register will be entitled to request for the certificate.
- (b) If such certificate is requested by any person who is not the legal owner of the property, the legal owner shall have authorized him in writing to do so.
- (c) By the date of application for the certificate, all fees due to the local authority must have been paid.

### **4. Fees**

A fee as determined and published in the gazette by the local authority from time to time will be charged.

Note: the fee charged should be reasonable.

### **5. Documents to be Submitted**

- (a) A request made in the form of a letter mentioning the address and assessment number of the property

Note: (1) When the applicant is not the legal owner of the property, a letter issued by the legal owner and attested by a Justice of the Peace, stating that the owner has no objection to the release of the information to the applicant and that the applicant is duly authorized to obtain the information.

(2) All amounts due to the local authority at the time of application should have been settled

## 6. Application Procedure

| <b>procedure</b>  | <b>Duration</b>                      | <b>Responsibility</b>   |
|---|--------------------------------------|-------------------------|
| Receive request letter for  |                                      | Officer of Front Office |
| Check whether any amount is due to the local authority and inform applicant to pay Non-Acquisition Certificate issuing fee and the dues if any. | At the time of receiving application | Officer of Front Office |
| Charge relevant fees and issue a receipt  | At the time of receiving application | Officer of Front Office |
| Issue Non-Acquisition Certificate   | At the time of receiving application | Officer of Front Office |

Note: The Non-Acquisition Certificate will be issued on the specimen format in the Annexure hereof.

My No.: .....

..... Pradeshiys Sabha,

.....

On this ..... day of .....20 ...

Mr./Mrs./Miss .....,

Dear Sir / Madam,

### **Non-Acquisition Certificate**

This refers to your application dated ..... 20 .

- 02.** Since all assessment and other taxes of all nature payable to the ..... Municipal/Urban Council/Pradeshiya Sabha in respect of the following properties situated within the limits of the local authority up to ..... day of ..... 20.. have been paid in full, I do hereby certify that no action will be taken to acquire the said property to this local authority under Sections 252, 253, 255, 256, 257, and 259 of the Municipal Councils Ordinance (Chapter 252) / Sections 252, 253, 255, 256, 257, and 259 of the Municipal Councils Ordinance to be read with Section 166 of the Urban Councils Ordinance (Chapter 255) / Sections 158, 159, 161, 162, 163, 164, 165, and 166 of the Pradeshiya Sabhas Act, No. 15 of 1987\*.

1. Location of the land (Address) .....

2. Assessment No.: ..... (assessment No. with road name) .....

- 03.** This certificate is issued subject to following conditions:

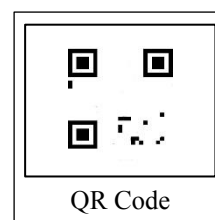
1. this certificate does not cover acquisitions carried out under the Land Acquisition Act on any road widening or any other purpose.
2. This certificate will be valid only for a period of six (06) months from the date of issue.

Yours sincerely,

..... (Name) .....

Officer of Front Office,

For Accountant/Secretary



..... Municipal/Urban Council/Pradeshiya Sabha

(Place the official stamp)