

Citizen Charter of TSIIC



Sl No.	Subject	Stipulated Period
1	Replies to queries about information with regard to the Industrial plots/sheds etc	Within 3 days
2	Finalization of action on the valid applications for allotment of land/sheds	Within 7 days
3	Issue of Provisional Allotment letter along with site plan after taking decision on allotment	Within 7 days
4	Issue of Final Allotment letter on receipt of the entire cost of the plot/shed	Within 7 days
5	Execution and Registration of Agreement for Sale of the land on receipt of the documents in the prescribed form from the date of Final Allotment order	Within 21 days
6	Handing over of physical possession of the land after registration of Agreement for sale of the land.	Within one day
7	Change in Name of the Company / Firm on receipt of valid application	Within 7 days
8	Change in Line of Activity of the Company / Firm on receipt of application in full form	Within 7 days
9	Change in Constitution of the Company / Firm Transfer of allotment on receipt of application in full form	Within 30 days
10	No Objection Certificate for obtaining loans from Banks/ APSFC etc., NOC/NOC-cum-sale deed ...	Within 30 days
11	Execution and Registration of Sale Deed on receipt of the documents in the prescribed format	Within 30 days
12	Refund of money to the applicants / allottees from the date of request	Within 30 days
13	General grievances pertaining to other issues	Within 30 days

*** The days are to be treated as working days.**