



**MAJLIS PERBANDARAN KOTA SAMARAHAN**

94300 KOTA SAMARAHAN, BAHAGIAN SAMARAHAN

Tel : 082-669000 Fax: 082-669029

Laman web: <http://www.mpks.sarawak.gov.my>

emel:mpks@sarawak.gov.my

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**APPLICATION FORM FOR PHOTOSTATING PLAN**

Plan No. ....

The Municipal Architect,  
Planning & Development Division,  
Samarahan Municipal Council,  
94300 Kota Samarahan.

Dear Sir,

**Re: \*Building Plan/ Occupation Permit/ Structural Plan**

On Lot(s)..... Section/Block.....

at.....Kota Samarahan

I/We the owner(s) of the above-mention property wish to photocopy.....  
(No. of set/copy) **\*Building Plan/ Occupation Permit/ Structural Plan** for my/our reference/ housing loan.

I/We will pay for the charges.

.....  
Signature(s) & Company' Chop.

Name of Owner(s).....

(In Block Letter)

Identity Card No. ....

Telephone No. .... Date.....

Enclosed:- Photocopy of Land Title/ Original Extract Title from Lands and Surveys/ Certified True Copy Sales & Purchase Agreement showing ownership of land.  
A photocopy of Identity Card to be submitted.

*\*Please delete those not applicable.*

Remark by the Municipal Architect:-

## **BUILDING BY-LAWS**

- 11.-(1) An approved plan may be inspected in the office of the local authority subject to the payments of the prescribed fee.
- (2) An approved plan may be copied in the office of the local authority subject to the applicant submitting with his application to copy such plan the written consent of the owner of the building.
- (3) The fees payable shall be as follows -
- (a) *For inspecting an approved plan* - *RM 10.00 per sheet subject to a minimum of RM 50.00.*
- (b) *For copying and endorsement of an approved plan* - *RM 10.00 per sheet subject to a minimum of RM 50.00.*
- (4) *The fee for an endorsement by the local authority to certify and copy as a true copy of an approved plan shall be RM 50.00 per copy.*
16. *The fee for each additional copy of any notice, certificate or permit shall be RM 50.00.*

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### AMENDMENT ON BUILDING BY-LAW, 2001

Inspection, copying and certification of prescribed *Forms A, B, C, D, E, F, G, H & I.*

- 18-(1) Any prescribed form in Schedule B which has been submitted to the local authority or which has been issued by it, as the case may be inspected and copied in the office of the local authority on payment of the following fees:-
- (a) *For inspecting a prescribed form* - *RM 10.00 per form.*
- (b) *For copying a prescribed form* - *RM 10.00 per form.*
- (2) The fees for an endorsement by the local authority to certify any copy of a prescribed form in Schedule B which has been submitted to the local authority or issued by it as a true copy, shall be *RM 20.00 per form.*