

THE FOLLOWING DOCUMENTS/ PARTICULARS ARE TO BE
 REQUIRED BEFORE OBTAINING PUJA PERMISSION (WITHIN
 RANAGHAT MUNICIPAL AREAS) FROM S.D.O'S OFFICE,
 RANAGHAT IN CONNECTION WITH ENSUING DURGA PUJA & KALI
PUJA FESTIVALS DURING THE YEAR 2014

Sl. no.	PARTICULARS
1	Plain paper application address to S.D.O., Ranaghat through I/C Ranaghat P.S. for getting permission.
2	No objection from I/C. Ranaghat police Station, Nadia.
3	Clearance from Chairman, Ranaghat Municipality.
4	Clearance from O/C Ranaghat Fire Station.
5	Copy of money receipt for depositing electricity charges from WBSEDCL Authority (Electric supply)
6	Consent letter of Land Owner certificate of in cases private Land
7	Land Authentication clearance certificate of concerned BL&LRO & Sketch Map of the proposed puja site
8	Clearance of Licentiate Electrician
9	Submission of current year's Puja Budget with list of executive Members of Puja Committee along with Mobile Nos of President and Secretary
10	Copy of Last year Puja permission.
11	Clearance from PPL Authority.
12	Declaration of Club Secretary Mentioning that they should abide by Hon'ble High Court order for playing Microphone as per sound Limit and no forceful collection of subscription
13	Last date of submission of application for Puja permissions fixed on----- -----.
14	Immersion to be completed by----- if not done should be completed on-----

**Government Of West Bengal
Office Of the Sub-Divisional. Ranaghat
Ranaghat, Nadia.**

Memo. No.-----/G

Dated, Ranaghat, the-----/201---

PUJA/FESTIVAL PERMISSION

The permission for holding _____ Puja permission
from _____ to _____ at _____ P.S.-Ranaghat, Dist.-Nadia & immersion
of image thereof is granted to the Secretary, _____

Subject to the following terms & conditions with a view to maintaining peace & tranquility in the locality.

1. The date, time & the place approved for the performance should be strictly adhered to.
2. The pandel should be strongly erect to avoid accidents & gate etc. be made in such a manner that fire engine can reach the pandel without obstruction, if exigency arises.
3. Organizer should furnish two copies of list of Puja Committee members & collectors those who collect Puja subscription.
4. No forcible collection of subscription should be done.
5. Sufficient number of Volunteers should be arranged by the organizer for maintaining law & order both in the pandel & during the procession for immersion. A list of volunteers should also furnished in duplicate.
6. The prevent fire accident in the pandel & around, the puja area, the organizer should see that no fire works is used either in the pandel or adjacent in the area.
7. The organizer should keep fire fighting equipments in the pandel.
8. The public passage or the roads be spacious & should not be blocked.
9. The route & time specified by the local P.S. should strictly be followed & maintained.
10. The use of microphone/sound box/amplifier shall be restricted between 7am to 11am. & 4 pm to 10pm & sound limit must be within 65 decibel as per Hon'ble High Court Order.
11. Arrangements for entrance & exit for male/female/children & old aged persons should be made separately, if possible.
12. Electricity in the pandel should be done through registered Electrician to avoid short circuits & accidents thereof.
13. In addition, if any problem arises in the Puja pandel, please contact local Police Station for taking necessary action.
14. Immersion of Goddess images must be completed by _____ given under my hand seal this _____ day of _____.

**Sub-Divisional Officer, &
Sub Divisional Magistrate
Ranaghat, Nadia.**

Memo. No.-----/G

Dated, Ranaghat, the-----/201---

Copy forwarded to the Inspector-in-charge/Officer-in-charge _____ P.S for
information & necessary action.

**Sub-Divisional Officer, &
Sub Divisional Magistrate
Ranaghat, Nadia.**

:NOTE:

Subject: - Prayer for granting permission for Durgapuja/Kalipuja for the Year.....

The President/Secretary of Durgapuja/Kalipuja committee has submitted deposit receipt of WBSEDCL, 'No Objection' certificate of Fire Bridge and Ranaghat Municipality and besides these; the said puja committee also submitted undertaking. Bill Book bearing No.....containing page No..... to..... for authentication and copy of last year's permission issued from S.D.O.'s Office, Ranaghat. They have also submitted consent letter of the private land owner/Club Secretary's permission, "No Objection" from local Police Station as well as prayer of Durgapuja/Kalipuja Committee for obtaining permission.

Therefore, necessary permission may be accorded.

Submitted.

Concerned Officer-in-Charge,

Permission granted.

Received all Bill Books

Sub-Divisional Officer,
Ranaghat, Nadia