



FORM - I

APPLICATION FOR REGISTRATION OF WAQF

Under Section 36 of the Waqf Act, 1995

See Regulation 49 of Andhra Pradesh Waqf Regulations 1963

To
The Chief Executive Officer,
A.P. State Waqf Board,
4th Floor, Imdad Ghar,
Adjacent to Head Post Office,
Vijayawada.

Applicant's
photo along
with sign

Sir,

I,, S/o.....,

resident of Village / Mandal / City

District being the Mutawalli / Waqif / person

interested in the Waqf property, do hereby apply for the registration of the said

Waqf with its attached property if any under Section 36 of the Waqf Act, 1995.

1) Description of Waqf property / properties including movable & immovable.

(a) Name of the District, Mandal, Taluka and Village where the Waqf property is situated

(b) House No:, situated at

Bounded by

East West

North South

(c) Shop No situated at

Bounded by

(d) Land survey numbers & extent

Bounded by

(e) Area leased out to extent

- (i) Area of land under applicant's possession.....
.....
- (ii) Encumbrances and allowances, if any and persons or bodies or institutions in actual physical of the same.....
.....
.....
- (f) Monthly or annual gross income with source of income viz:.....
 - (i) Rent :
 - (ii) Land revenue :
 - (iii) Profit Nazar wo Niazaar
- 2) Object of Waqf
- 3) Amount of land revenue and cesses, and of all rates and taxes payable annually in respect of Waqf property.....
- 4) An estimate of the expenses annually incurred in the realization of the income and maintenance of the Waqf property
- (a) Cost of collection and maintenance of Waqf property as follows:
 - (i) In case of immovable property, costs as annually incurred, subject to a maximum of 12½ percent of the gross income.....
 - (ii) 1% in the case of income from securities, debentures, share, dividends, etc.....
 - (iii) 1% in the case of income from fixed contribution in lump sum as a regular allowance paid by a Trust Fund
 - (iv) 1% in the case of the cash value of crops which do not require the employment of a collection staff
- 5) List of movable and their description with estimated value
- 6) List of expenditure directed by the Waqf or according to Waqf Deed or usage or customs for:

 - (a) Salary of the Mutawalli and allowances to individual
 - (b) Expenses for religious purpose

- (c) Expenses for charitable purposes
- (d) Expenses for other purpose
- 7) A correct statement of the accumulated income out of the Waqf property in cash or kind
- 8) The rule of succession to the office of Mutawalli under the Waqf deed or by custom or usage Hereditary / Elected.....
- 9) The matter in which the Waqf is administered at present, that is whether under a scheme settled by a Court of law or by a popularly constituted Committee by A.P. State Waqf Board.....
- 10) Name of the Waqif / Donor
- 11) Name of the Mutawalli / President with present address
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- 12) Year and date of the Waqf Deed
- 13) List of papers submitted with this application
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VERIFICATION

I solemnly declare that the above statements are true to the best of my knowledge and belief and that I have concealed nothing.

**Signature of the Mutawalli / Beneficiary /
Person interested in the Waqf**

Address with contact number:

Date of submission :

A copy of the Waqf Deed should be forwarded with every such application where no deed was drawn up at the time of the creation of the Waqf, the applicant should write a brief history and full particulars of the origin, nature and objects of the Waqf and of all other necessary facts and particulars to the best of his knowledge.

1. Witness (with ID proof):

.....
.....
.....

Witness photo with signature

2. Witness (with ID proof):

.....
.....
.....

Witness photo with signature

Verification of the Inspector Auditor Waqfs

I have inspected the Institution / properties physically and verified the documents / papers attached to this application and found correct.

Inspector Auditor Waqfs,
.....**District**
(With Seal & Stamp)