

**Narsapur Municipal Corporation
Citizen Charter Services**

S.NO	Service Name	Service Days
Engineering		
1	TAP CONNECTION FOR APARTMENT/COMMERCIAL	30
2	RS.200/- WATER TAP APPLICATION(NEW)	30
3	NEW TAP CONNECTION-ORDINARY/DOMESTIC	30
Public Health and Sanitation		
4	ISSUANCE OF BIRTH CERTIFICATE	7
5	ISSUANCE OF DEATH CERTIFICATE	7
6	LATE REGISTRATION(BIRTH/DEATH)	5
7	NON AVAILABILITY CERTIFICATE FOR BIRTH ENTRY	7
8	NON AVAILABILITY CERTIFICATE FOR DEATH ENTRY	7
Revenue		
9	ASSESSMENT OF PROPERTY TAX	15
10	ASSESSMENT OF VACANT LAND TAX	15
11	TRANSFER OF PROPERTY TAX WHEN BOTH SELLER AND BUYER MAKE AN APPLICATION	15