

Providing a Free Grant for a long-term leased land (For Residential Leases)

1. The request letter (With telephone number).
2. Detailed Report about the Lessee.
3. Certified Plan or Trace / Cadastral Map.
4. Description Note on Land Parcels (Certified).
5. Original of the Lease / Copy of the letter granting approval for the lease (Certified).
6. Ledger to prove the payment of lease (Certified Copy).
7. Certified Folio Notes related to the lease (Obtained within 06 months).
8. Certified copies of the receipts of money payments.
9. Report for considering about giving a free grant.
10. State Land Management Form (2016/02).
11. Copy of B.J.118 Form sent requesting the Diagram of Letter "L".
12. Covering Letter from the Divisional Secretary.
13. Certified copy of the National Identity Card.
14. Private Land Report.

Provincial Land Commissioner's Department - Western Province

Naming the Original Ownership

❖ Please complete the requirement of following documents and submit to the Divisional Secretary

1. The request letter with signature attested by the Grama Niladhari.
2. Death Certificate of the Grand Holder.
3. Agreement Statement of the Spouse of the Grant Holder (Death Certificate if deceased).
4. Birth Certificate of the person claiming the original ownership.
5. The Grant.
6. Folio of the land (Please obtain from the District Land Registry).
7. National Identity Card of the applicant who claimed the original ownership.
8. Recommendation Report of the Grama Niladhari.
9. If the land is transferred to several persons, the related Survey Plan (If any).
10. In case of any change of the names, the related Affidavit (With signature put on a stamp of Rs. 50 before a Justice of Peace).
11. Agreement Statements of all the children of the Grant Holder.
12. National Identity Cards and Birth Certificates of those children (In case of deceased children, their Death Certificates).

Provincial Land Commissioner's Department - Western Province

Nominating the Succession

❖ Please complete the requirement of following documents and submit to the Divisional Secretary

- The request letter of the original ownership with signature attested by the Grama Niladhari and the Agreement Statement of the Spouse.
- Birth Certificate of the person nominated as the successor.
- The Grant.
- Folio related to the Grant (Please obtain from the District Land Registry).
- If several persons are named as the successors of the land, related Survey Plan (If any).
- Recommendation Report of the Grama Niladhari.
- National Identity Cards of the Grant Holder and the Successor.
- 03 copies of the Succession Nomination Form (L.C. 155).
 - The grant holder should put the signature on a stamp of Rs.50 in the place to be signed by the grant holder on the first page of one copy of the above form, and on the other two copies without the stamps. The said signature should be attested by two witnesses. One signature thereof should essentially be of the respective Grama Niladhari.
 - Please get the page 2 and 3 of the Form signed by a Notary Public or Justice of Peace. The official stamp should have been clearly placed.
 - Please mention the full name of the successors nominated.
- In case of any change of the names, the related Affidavit (With signature put on a stamp of Rs. 50 before a Justice of Peace).
- The photocopies of 2,3,5 and 7 above should also be submitted.

Provincial Land Commissioner's Department - Western Province

Giving a portion of State Land on long term lease basis for a Residential, Agricultural, Commercial Activity / Business

(Residential / Agricultural)

1. The formal request letter (With telephone number).
2. National Identity Card (Certified Copy).
3. Survey Plan / Trace (Certified Copy).
4. Affidavit related to the Appendix 17.
5. Affidavit confirming the payment of lease.
6. Status Report related to the land.
7. The report of Appendix 19.
8. Land Management Form (2016/02).
9. Concurrence of the Local Government Authority / Opinion of the Urban Development Authority.
10. Detailed Report about the Private Lands (To the Provincial Governor's Office).
11. Project Report, if submitted on agricultural basis.

If on Commercial Basis, the following documents should also be submitted in addition to the documents mentioned above.

- If a Company, the Certificate of Registration.
- If a Company, names of the Board of Directors and the Affidavits related to them.
- A Project Proposal related to the Land.
- If the land is with an archaeological value, the opinion of the Commissioner of Archaeology.
- Opinion of the Director of Town and Country Planning.
- Opinion of the Tourist Board of Sri Lanka.
- Opinion of the State Film Corporation.
- Opinion of the Ceylon Petroleum Corporation.
- Opinion of the Paddy Marketing Board.
- Opinion of the Department of Animal Production and Health.
- Opinion of the Central Environmental Authority.
- Opinion of the Department of Coast Conservation.