

Occupancy Certificate Guide

Construction & Infrastructure

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Make the building legally habitable — the OC process (application, inspection, verification of compliance and NOCs, grant), the prerequisites (completion certificate, fire NOC, lift and other NOCs), and why it matters (legal occupancy, utilities, sale and possession, RERA). Fill in your details below.

Purpose of this tool & output

Make the building legally habitable

How the output is used

Use the guide to make the building legally habitable by obtaining the Occupancy Certificate after completion.

Who receives it

The local Municipal Corporation/Development Authority.

How to submit / file it

Apply with the completion certificate and the fire, lift, water and other NOCs; the OC issues after inspection.

Fees & charges

Prescribed municipal charges; linked NOCs carry their own fees.

Who should vet it

The architect, with the consultants who obtain the linked NOCs.

Important cautions

AI-generated guide; process varies by local body, confirm with your authority.

Companion documents

- Construction Approval Finder
- Building Plan Approval Guide
- Environmental Clearance Guide
- Fire NOC Guide
- Completion Certificate Guide
- BOCW Cess Compliance Guide

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.