

To

The Revenue Officer
Khasi Hills Autonomous District Council,
Shillong

Subject: Record of land at

Sir,

In enclosing herewith necessary documents pertaining to the land mentioned in the subject cited above, I request you to kindly have the same entered in your record register.

Expenditure in this regards including survey of the plot will be borne by me.

Thanking you.

Yours faithfully,

Dated _____

The _____

