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25/05/18

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Commissionerate of Municipal Administration.  
Chepauk, Chennai-05.

Roc.No.7234 /2014 /R1

Dated: 25 .05.2018.

25/5/18

Sir,

**Sub:** Property Tax – levying of Property Tax for Educational Institutions - Adoption of methodology in UTIS – instructions regarding.

**Ref:** 1. The Tamil Nadu Government Gazette notification No.33, dated.25.01.2018.  
2. This Office U.O.Note No.7234/2014/R1, date.17.05.2018.  
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As per the Tamil Nadu Government Gazette notification No.33, dated.25.01.2018 for assessing property Tax on the Private Educational institution buildings and the Government Aided Institution buildings for conducting self financing courses the following methodology is adopted in Urban Tree Information System Software.

1. The Educational Building may be assessed from 2017-18 2<sup>nd</sup> Half Year.
2. Tax to be calculated as 1.5 times of Residential usage.
3. Vacant Land Tax may be exempted for the educational buildings assessed during 2017-18 2<sup>nd</sup> half year only
4. In respect of Corporations Building plan approval and continuous Penalty need not be insisted for the educational buildings assessed during 2017-18 2<sup>nd</sup> half year only
5. Exemptions given in point No.3, 4 above shall not be applicable for any un assessed educational buildings assessed later than 2017-18 2<sup>nd</sup> half year.
6. With respect to Municipalities, either Building plan approval or Un Authorized Construction Notice No. to be made mandatory for all new assessments from 01.04.18.

All Commissioners of Corporations and Municipalities are requested to take necessary action to adopt the above methodology in the UTIS software. Suitable instructions have also been given to the IT Section of CMA. By the time you are reading this letter, the necessary changes in the UTIS would have been effected.

The receipt of this Circular should be acknowledged by return of post.

Sd/- G. Prakash

Commissioner of Municipal Administration

To

All Commissioners of Corporations and Municipalities

Copy to :

1. The Principal Secretary to Government, Municipal Administration and Water Supply Department, Secretariat, Chennai-600 009.
2. All Regional Director Municipal Administration.
3. 'IT' Section.
4. Stock file.

// Forwarded by order//

Manager 25-5-18

25-5-18

