



**SCHEDULE 3- FORMS**

**FORM 1**

*Regulation 19(2)*

**APPLICATION FOR BUILDING PERMIT FOR MINOR BUILDING WORKS**

To: **The Building Control Officer,  
Kampala Capital City Authority**

In accordance with the Building Control Regulations,2019, I/we hereby make application for permission to carry out minor building works at

Plot No. \_\_\_\_\_

Block No. \_\_\_\_\_

Street/ Road \_\_\_\_\_

Location \_\_\_\_\_

District \_\_\_\_\_

In the position indicated on the accompanying sketch plans.

(a) Name and address of the applicant.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Description of intended use.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

.....  
Name and signature of applicant

Telephone No \_\_\_\_\_

I.D (NIN) No \_\_\_\_\_

**OFFICIAL USE ONLY**

In accordance with the Building Control Regulations,2019, you are hereby authorised to carry out minor building works with the following conditions-

CONDITIONS			
Architectural	Civil/Structural	Electrical	Mechanical

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

.....  
Building Control Officer

Attach-

- (a) a letter from the chairperson of the village council of the area;
- (b) proof of ownership of land in accordance with the Land Act including the certificate of title, power of attorney from the registered proprietor or other satisfactory proof of ownership;
- (c) an approval of land use by the Physical Planning Committee;
- (d) a sketch plan; and
- (e) any other document as may be required by the Building Control Officer.

KCCCA  
KAMPALA CAPITAL CITY AUTHORITY

*For a better City*