

# Council of Architecture

(Incorporated under the Architects Act, 1972)



India Habitat Centre  
Core 6-A, 1st Floor  
Lodhi Road  
New Delhi - 110 003 India  
Phones } 91-11-2464 8415  
          } 91-11-2465 4172  
Fax : 91-11-2464 7746  
E-mail: coa@ndf.vsnl.net.in  
Web : www.coa-india.org

Ref. No. CA / 2006 / 38842

Date : 29.9.06

## TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. SUMANA BASACK  
an architect registered with Council of Architecture vide Registration Number  
CA / 2006 / 38842, has availed of **one-time payment** of renewal fee, details of which  
are as under :

1. Vide Receipt No. B- 89445 dated 19.9.06 : Rs. 5000/-
2. Adjusted advance payment of renewal fee made vide : Rs. \_\_\_\_\_  
Receipt No. \_\_\_\_\_ dated \_\_\_\_\_ for the  
year(s) 2006 onward (2006 to \_\_\_\_\_)
3. Adjusted arrears (following revision of renewal fee) paid, vide : Rs. \_\_\_\_\_  
Receipt No. \_\_\_\_\_ dated \_\_\_\_\_, towards  
advance payment of renewal fee for the year (s) 2006  
onward (2006 to \_\_\_\_\_)
4. Payment received (i.e. credit adjustable) vide Receipt : Rs. \_\_\_\_\_  
No. \_\_\_\_\_ dated \_\_\_\_\_

TOTAL :

Rs. 5000/-

For the time being, the Certificate's validity has been extended upto and including the 31st day of  
December, 2017. The period of validity of the Certificate of Registration beyond  
31.12. 2017 should be got extended (i.e. endorsement), on your own, from the  
Registrar of the Council without making any further payment therefor.

Vinod Kumar  
REGISTRAR



## GENERAL INFORMATION

1. The revised fees, with the approval of the Central Government, came into force w.e.f. 12-01-2002. The revised fees are as under :  
(1) **Registration Fee** : Rs. 500/-; (2) **Renewal Fee** : Rs. 500/-; per calender year with an option for one-time payment of Rs. 5000/-; (3) **Restoration Fee** : Rs. 1000/-; and (4) **Duplicate Registration Certificate Fee** : Rs. 500/-
2. **Payment Details** :

Renewal Fee Payment Option	Amount	Due Date	Last Date
<b>Annual Payment</b> (only Current year's due accepted)	Rs. 500/-	<b>1st JANUARY of the year</b>	Payment in person/through post should reach the Council by <b>31st March of the year or last working day</b> in the month of MARCH, whichever is earlier.
<b>One-time payment**</b>	Rs. 5000/-	-- do --	-- do --

**\*\*Subject to submission of an attested copy of the final Degree/Diploma certificate (received after convocation). One time payment will not be accepted on the basis of Provisional Certificate.**

- Note : 1) All fees payment options shall be subject to payment of arrears, if any. In case any clarifications/details are required, please contact/write to Council of Architecture.  
2) Acceptance of Annual Renewal fee in ADVANCE (i.e. other than current year) has been discontinued.
3. **Restoration Fee** :  
Failing to pay the renewal fee by the Last Date, only for that year, restoration fee of Rs. 1000/- shall be payable w.e.f. 1st April of the year.
  4. **Mode of Payment** :
    - i) Each payment must accompany a letter of request under the signature of the concerned Architect.
    - ii) Demand Draft/M.O. or Cash at the office of the Council.
    - iii) Payment should be made by separate Demand Draft for each Architect, in favour of "COUNCIL OF ARCHITECTURE" payable at Delhi or New Delhi as computerised receipt is issued on individual basis.
    - iv) Payment by Cheque (outstation or local) will not be accepted.
  5. **Endorsement on the Certificate of Registration** :
    - i) Endorsement on the Certificate of Registration towards renewal/restoration of registration should be got done as and when payment is made or on any later date.
    - ii) In case of One-time payment of renewal fee endorsement on the Certificate of Registration will be made at a time for ten calender years and thereafter, endorsement for further years should be got done, from the Registrar of the Council, without making any payment thereafter.
  6. **Payment Timings** :  
10.00 am to 01.00 pm & 01.30 pm to 03.30 pm on all working days (i.e. Monday to Friday)
  7. **Additional Qualification** :  
Only architectural qualification(s) included in the schedule of qualifications appended to the Architects Act, 1972 be got entered on the certificate of registration as an additional qualification on payment of additional qualification fee of Rs. 100/- (per recognised qualification) provided such a qualification is obtained subsequent to registration as an architect.
  8. **Change of Name** :  
Please send a copy of Marriage Certificate (i.e. Memorandum of Marriage) or A copy of Gazetted Notification duly attested by either a Gazetted Officer or Notary Public/Oath Commissioner or alternatively, an attested copy of the affidavit executed on a non-judicial Stamp paper of Rs. 10/- towards change of name consequent upon marriage.



## COUNCIL OF ARCHITECTURE

(Incorporated under the Architects Act, 1972)

India Habitat Centre, Core 6-A, 1st Floor, Lodhi Road, New Delhi-110 003.

Phone : 24648415, 24654172 Fax : (011) 24647746. E-mail : coa@ndf.vsnl.net.in

website : www.coa.gov.in

Name : S. BASACK  
Address :

Receipt No. :  
B89445

KOLKATA 700006  
WEST BENGAL

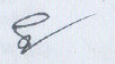
Particulars	Amount Prescribed (Rs.)	Amount Received (Rs.)	Cr. Adjusted (Rs.)
1 REGISTRATION FEE	500	500.00	
2 CREDIT ADJUSTABLE		5000.00	
<b>Total (Rs.)</b>		5500.00	0.00

DD No. 962513 Bank IDB 017 Payable at NEW DELHI subject to encashment

Received with thanks Rs. 5500.00 (RUPEES FIVE THOUSAND FIVE HUNDRED ONLY)

REMARKS: Your application for Registration is forwarded to the concerned deptt. for further processing

Date: 19/09/2006

  
FOR COUNCIL OF ARCHITECTURE

E. & O. E.

P.T.O.

## GENERAL INFORMATION

1. The revised fees, with the approval of the Central Government, came into force w.e.f. 12-01-2002. The revised fees are as under :
- (1) Registration Fee : Rs. 500/-; (2) Renewal Fee : Rs. 500/- per calendar year *with an option* for one-time payment of Rs. 5000/-; (3) Restoration Fee : Rs. 1000/-; and (4) Duplicate Registration Certificate Fee :Rs. 500/-.
2. Payment Details :

Renewal Fee Payment Option	Amount	Due Date	Last Date
Annual Payment* (only Current year's due accepted) <b>OR</b>	Rs. 500/-	1 <sup>st</sup> JANUARY of the year	Payment in person/through post should reach the Council by 31 <sup>st</sup> MARCH of the year OR Last working day in the month of MARCH, whichever is earlier.
One-time payment**	Rs. 5000/-	-- do --	-- do --

\*\*Subject to submission of an attested copy of the final B. Arch. Degree/G.D. Arch. certificate (received after convocation).

Note : i) All fees payment options shall be subject to payment of arrears, if any. In case any clarifications/details are required, please contact/write to Council of Architecture.

ii) \*Acceptance of Annual Renewal fee IN ADVANCE (i.e. other than current year) has been discontinued.

3. **Restoration Fee :**  
Failing to pay the renewal fee by the Last Date, only for that year, restoration fee of Rs. 1000/- shall be payable w.e.f. 1<sup>st</sup> April of the year.
4. **Mode of payment :**
- Each payment must accompany a letter of request under the signature of the concerned Architect.
  - Demand Draft/M.O. or Cash at the office of the Council.
  - Payment should be made by a separate Demand Draft for each Architect, in favour of "COUNCIL OF ARCHITECTURE" payable at Delhi or New Delhi as computerised receipt issued on individual basis.
  - Payment by Cheque (outstation or local) will not be accepted.
5. **Endorsement on the Certificate of Registration :**
- Endorsement on the Certificate of Registration towards renewal/restoration of registration should be got done as and when payment is made or on any later date.
  - In case of One-time payment of renewal fee endorsement on the Certificate of Registration will be made at a time for ten calendar years and thereafter, endorsement for further years should be got done, from the Registrar of the Council, without making any payment therefor.
6. **Payment Timings :**  
10:00am to 01:00pm & 01:30pm to 03:30pm on all working days (i.e. Monday to Friday)
7. **Additional Qualification :**  
Only architectural qualification(s) included in the schedule of qualifications appended to the Architects Act, 1972, be got entered on the certificate of registration as an additional qualification on payment of additional qualification fee of Rs. 100/- (per recognised qualification) provided such a qualification is obtained subsequent to registration as an architect.

### EXTRACTS FROM ARCHITECTS ACT, 1972

- Section 27** (1) The Central Government may, by notification in the Official Gazette, direct that for the retention of a name in the register after the 31<sup>st</sup> day of December of the year following the year in which the name is first entered in the register, there shall be paid annually to the Council such renewal fee as may be prescribed by rules and where such direction has been made, such renewal fee shall be due to be paid before the first day of April of the year to which it relates.
- (2) Where the renewal fee is not paid before the due date, the Registrar shall remove the name of the defaulter from the register: Provided that a name so removed may be restored to the register on such conditions as may be prescribed by rules.
- (3) On payment of the renewal fee, the Registrar shall, in such manner as may be prescribed by rules, endorse the certificate of registration accordingly.
- Section 38** If any person whose name has been removed from the register fails without sufficient cause forthwith to surrender his certificate of registration, he shall be punishable with fine which may extend to one hundred rupees, and, in the case of a continuing failure, with an additional fine which may extend to ten rupees for each day after the first during which he has persisted in the failure.