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PREFACE
PRIA as an organisation has been actively involved with field based groups across the country on issues related to land ownership and alienation for more than six years.

The experiences of people’s initiative in protecting their claims over natural resources, i.e., land, forest and water, showed time and again that the lack of access to information for the deprived and disadvantaged sections of society has been a major bottleneck. Land records have been one of the most mystical phenomena for ages in the life of an average villager and it still continues to be the same even today.

Demystification of land records has been in the back of the minds of many individuals concerned and involved with people’s right over natural resources for a long time. The attempts made by some activist groups in district Thane of Maharashtra in the form of ‘Land Record Checking Campaign’ in which they held camps at the village level, inspired us to take up the initiative on this issue.

PRIA organised a workshop on ‘Land Records’ during November 2628, 1988 in which activists from Maharashtra, Gujarat, Andhra Pradesh, Uttar Pradesh and Orissa took part. The outline of this manual was drawn up as a collective effort of the participants of this workshop. The deliberations of this workshop also helped in identifying generalities and diversities in land records systems in various provinces. The first draft of the manual was then circulated among the participants of the workshop for their comments. The valuable comments made by participants has helped a great deal in the final preparation of this manual.

This is the first attempt in the direction of the demystification of Land Records. Though we realize the limitation of this manual in terms of answering the quest for information at the local level, yet we feel this manual will be able to provide a broader framework for looking at land records and enthuse activists to look for related information at their local level.

We are also hopeful that this manual will certainly trigger off some collaboration among groups to join hands for a demystification campaign at the regional level.

We invite candid suggestions and reactions from all the readers of this manual in order to improve upon its content, style of presentation and layout.
BACKGROUND
Land records had two purposes from the beginning. The first being the assessment of revenue payable to the state, and the other, to ascertain who will be responsible to pay that revenue.

For the purpose of revenue assessment it was necessary to keep track of land use, quality of soil, and crops grown etc. and changes occurring in them. While for the second purpose, it was necessary to register the rights over each plot of land in order to fix the responsibility for payment of revenue.

In the history of land records the thrust upon these two types of records kept shifting in accordance with the revenue system resulting from the existing socio-political structure at the time.

It seems that in the early periods of expansion of settled agriculture, neither was the resource assessment based on the criterion of land use and productivity nor was the record of rights of much significance because of the abundance of cultivable land. In those days the revenue must have been totally dependent upon prejudices.

The beginning of a regularly assessed land revenue, may fairly be traced to Akbar’s settlement which began in 1571 A.D.

There had been some earlier attempts, but those attempts were neither systematic nor had the details which could have come down to us.

There was another great settlement at a later stage, carried out by the Mohamaden Kings of Dakhan (South), but that was almost a replica of Akbar’s settlement.

In the survey settlement of year 1571 A.D. the land was classified in the following categories:-

(i) ‘PULAJ OR PULEJ’ LAND

The land which was continuously cultivated and did not require fallow.

(ii) ‘PHIRAWATI’ (Rotational) LAND

The land which required periodical fallow.

(iii) ‘CHICHER’ LAND

The land that lay fallow for three or more years, or rather flooded or otherwise bad, and could only be occasionally dependent upon for crop.

(iv) ‘BANJER’ LAND

The land that had not been cultivated for five or more years and considered waste.
The first three kinds were again classified into ‘best’, ‘middling’ and ‘worst’.

The share of government, as a rule, was one-third of the average produce on each of these kinds of land. The average was calculated as one third of the aggregate produce on one ‘bigha’ sample plot. (This practice is still on for generating yield data).

Since the collection of revenue was through a chain of intermediaries, known as Zagirdars, the ‘record of right’ aspect was rather weak. The extensive data in Ayin-i-Akbari gives detailed accounts of assessment of revenue on each person responsible for its payments. In fact, in those days, this record itself worked as a record of rights for those liable for revenue payment, but was blind towards actual tillers of land.

In fact this extensive record-keeping contributed to assessment of land revenue in terms of money at a later stage, and that had become substantial or principal source of state’s wealth, even before the British took over.

Till the consolidation of their power and successful expansion, the British government claimed the share in produce of land ‘by ancient law’. Gradually the government conferred the right to decide about share upon itself.

Between the years 1770-86, some British administrators tried to apply western concepts and definitions regarding land revenue, which miserably failed.

The system which developed in Bengal as a consequence of the compromise between western concepts and the power of the local elite, had formed the basis of the famous permanent (Zamindari) settlements. This system had formally acknowledged intermediaries between government and the actual tiller for the purpose of revenue assessment and collection.

With the gradual expansion of the British Empire in India, the administration in different parts experimented with different systems through a trial and error method.

Finally, by the second half of the nineteenth century, the land revenue system that had evolved in British India, could be categorised as following:

1. **Zamindari System**
   - This system had one person for every estate
with whom government held the settlement for the purpose of revenue collection and in return such person was vested with proprietary interests in the land.

2. **Raiyatwari System**

This system had evolved from the idea of surveying the districts and dealing directly with the village and the Raiyat. The underlining principle of this system was that each man was free to hold land, subject to payment of the assessed rent.

In fact, for the purpose of ascertaining the revenue payable from every cultivator every year, an annual account was prepared through a simple process known as Annual Zamabandi.

3. **Mahalwari System**

In this system government dealt with 'Estate held under one title consisting of the whole of one village or portion of several villages. Such estates were popularly known as Mahals and were quite different from western concept of estate in terms of ownership and possession. In a way under this system the unit of assessment was estate or the group of holdings under one title. The Mahals can be of various types. For example:

a) local area held under a separate agreement for the payment of the land revenue, and for which a separate record-of-rights has been framed;

b) Any local area of which the revenue has been assigned or redeemed, and for which a separate record-of-rights has been framed.

A third clause empowers the Government to constitute any grant of land under 'waste land rules', a separate mahal.

In British India of early twentieth century 57 percent of privately owned agricultural land was covered by zamindari system; 38 percent by Raiyatwari system; and 5 percent by Mahalwari System.

It is important to understand these categories of land revenue systems because, as explained before, the revenue systems had direct bearing on land records. While the zamindari system continued to be based on intermediaries, the records maintained in Zamindari areas remained silent about record of rights of the actual tiller. In Raiyatwari areas, due to attempts for state's direct contact with the actual holder through
‘Annual Zamabandi’, the records did have the mention of ‘record of rights’ of the cultivators. In the Mahalwari system, however, the community’s customary practices provided security to individual land holders in the context of a ‘record of rights’.

Though the thrust of land record maintenance in all these three systems remained on revenue assessment and collection, the ‘record of rights’ had also got relatively more importance.

Now, when India got independence and chose for a parliamentary type of government, it had two major impacts in this regard. Firstly, the land revenue did not remain the principle source of income for the government and secondly, it could not afford to formally acknowledge the intermediaries.

The first major step taken by the government after independence was to abolish the intermediaries and establish a system of direct contact of administration with the actual land holder.

It had different impacts in the areas covered by the three revenue systems prevalent in British India. In Raiyatwari areas ‘peasant proprietorship, developed in patches and the Zamindari areas saw the evolution of ‘statutory landlordism’

The major change it had effected was change in focus of land record maintenance from revenue assessment and collection to record of rights.

In today’s context it is the ‘record of rights’ which is most important for the organisation and struggles of the rural poor.

Because of the different heritage in the three areas of Zamindari, Raiyatwari, Mahalwari and in the areas under princely estates during British rule, there appears to be some differences in land record system in different provinces. But during the last forty years these differences in land records have narrowed down to a large extent.

The difference in nomenclature and combination of records clubbed together in the register still varies.

Here, in this booklet, we have tried to put forward broad framework and basic principles on which land records are based today.

The sample formats of records used in this booklet are taken from Maharashtra etc.

For effective use of this booklet, readers are requested to first check/confirm the details in context to their area of work.
TYPES OF LAND
1. FOREST LAND

The land notified by government orders as Reserved Forest (R.F), Protected Forest (P.F), and Private Protected Forest (P.P.F) is recorded in the village land records as separate category. This land is generally governed by Forest Acts (Central and State). In some areas, village forests come under the Revenue Department and are managed by the village level bodies as per prescriptions of the State Acts, Rules and customary laws.
2. PASTURAL LAND

This is a land marked for the purpose of animal grazing and fodder growing in every village. This is also recorded as separate category in village records. This type of land is known with its local names like 'Gochar Land', 'Gairan', 'Charagah' etc. in different areas.

This type of land is managed and looked after by village panchayats. The details of procedures and rules governing this land can be found in Panchayats Acts of respective states, or the customary laws of the area.
3. RIVERS, NALLAS, TANKS, CREEKS, RAVINES ETC.

The land which can not be used for agricultural purpose because of its very nature, therefore, is not assessed for revenue purposes. This land is also not surveyed and measured and hence do not form a part of the record of rights. However, in Chotanagpur and Santhal Pargana in Bihar, these lands are surveyed and form a part of the record of rights of lands held in common by the village.
4. FALLOW LAND

Fallow land is the land which is cultivable but for various reasons is not cultivated regularly, and thus not assessed for revenue on a regular basis. Fallow land is generally divided into two categories - (i) Permanent fallow, (ii) Current fallow.

(i) Permanent Fallow: This is the land which is cultivable, but is not used for taking crops for a longer period and thus not assessed for revenue. Various known in various places, but commonly known as 'parti'.

(ii) Current Fallow: This is the land which is cultivable, but in a particular year not used to take crops, hence not assessed for that particular year. This is known at some places as 'parti kadeem'.

Fallow land gets recorded in the abstract of village land records and in the registers containing information of individual land holdings.
5. LAND NOT AVAILABLE FOR CULTIVATION

This is the land which may be cultivable but since it is marked for specific non-agricultural purposes like schools, market place, roads, play ground, jungle-jhari, graveyard, etc. is not available for agriculture. This also includes commercial and industrial premises and their surroundings for which separate and more lucrative rates of assessments are levied on such lands. The non-agricultural lands are, therefore, considered special and are a considerable source of income for some state Governments. To ensure timely recovery of non-agricultural assessments these lands are also separately accounted for in the village records. In some states it is classified as ‘gair-mazarua’ land, as in Bihar.
6. NON-CULTIVABLE WASTE LAND

The land which is not fit for cultivation and thus not assessed for revenue purpose is called as non-cultivable wasteland. Generally, it is referred to as 'Wasteland' or 'Banjar'.

The above mentioned categories of land are lands held in common, excluding lands classified as R.F. These lands are rent free and are available for use of the community.
7. ALLUVIAL, DILUVIAL LAND

The land which is found adjacent to the river course and made up from the changing course of the river, is known as alluvial land. This land is not recorded in the name of individuals or village. It is under the purview of the Collector who can dispose off the land. The survey department has all details of alluvial diluvial lands.
8. HOMESTEAD LAND

This is a land marked for residential purposes in every village and recorded as separate category in village land records. This also is known by its various local names like 'Gaothan' 'Ghar-Bari', 'Makan-Sahan', etc. in different states.

The village land records in their village abstract do contain the quantity of land in a village under this category but they do not provide the details about individual's claims. But in case of village with more than 2000 population or in accordance to the provisions of land revenue codes of respective states or related government orders of respective state government, the survey of homestead land is carried out, and such records will be available with land survey departments.
9. CULTIVABLE LAND

This land is owned by individuals, joint family members, companies, cooperative societies etc. and is recorded in their names in the village register. In the Ranchi district of Bihar, lands classified as 'Bhuinhari', 'Khuntkatti' and 'Mundari Khuntkatti' are tribal lands held in common by the Bhuinhars and the Khuntkattidars.

During the course of survey and settlement of the village lands, the lands found cultivable are assessed and classified as such in the village records. These lands are normally privately held and owned by private persons. There also exist some patches of lands which are cultivable but not occupied or owned by any persons. Such lands are classified in the village records as assessed waste lands. Such assessed waste lands are accounted separately. Generally, it is the policy to bring such assessed waste lands under plough and hence are disposed off by the Revenue authorities from time to time, according to the rules made by the state government.
THE RECORD OF RIGHTS
1. The Village Map

This map shows the village boundaries and within that the boundaries of each type of land along with their survey numbers. The boundary of each survey number is also projected in this map. In a way, this is a consolidated map of all types of land and all individual plots.

This basic land record is kept/prepared in three distinct stages/steps, i.e. consolidated village map, map of each survey number and its portions and detailed statement about each survey number and its portions.

This is one of the basic records created through the process of settlement. After settlement the village maps are handed over to Tahsildar (Sub-divisional revenue officer) through Collector.

All these three stages/steps of basic records have their popular/local names; i.e. in Maharashtra and Bihar it is called village map and in M.P. as field map.

(Note: You are requested to find out the local names of these records in your area)
2. Village Registers (Forms)

The basic records explained above are further divided into seven categories based on the status of holdings and in context to their relationship with revenue department.

(i) The first category created with this view point is on ‘forest land’. All the forest area in the village is recorded in this register. The details are classified into three categories - (a) Village forest in-charge of revenue department; (b) Protected forest; and (c) Reserved forest. It also contains details of rights recorded by the forest settlement officer under the Act.

(ii) The second category, thus created is of ‘Unoccupied Government Land’. Under this category all Government/Revenue land which may be assessed (cultivable but abandoned) or non-assessed (not cultivable) is recorded at one place with details of each plot.

(iii) The third category is the widest one, since it includes all types of tenure lands. The new tenure land (i.e. distributed under different schemes), which cannot be disposed off without the prior permission of the Collector, the old tenure land which can be disposed off without the prior permission of the Collector, and the land allotted to village panchayats for specific purposes, and their details are recorded at one place in this category.

(iv) The fourth category provides provisions for recording of surplus land available in the village.

(v) The fifth category of record is to keep stock of encroached lands.

(vi) The sixth category of record provides details of land put to non-agricultural uses, i.e. residential, commercial and industrial.

(vii) The seventh Category contains information about revenue free lands (if any) in the village.

(Note: In different regions these category of records are clubbed in different combinations and are known with the local names or firm numbers. Here we are providing example from Maharashtra, where the first five category are compiled at one place and called ‘Village Form No.1’, further sub-divided as village Form No.1a,1b,1c,1d, & 1e. The sixth category is called Village Form II and seventh is called Village Form III.)
In M.P. it is compiled in Revenue Circular Book Part I and Part II and in M.P. Land Revenue code 1955.

3. Record of Right

'Record of Right' is now prepared on the basis of information collected and compiled as basic records in three stages. Record of right consist of information regarding each survey number; sub divisions of survey number; nature of tenure, name of occupant and interest holders; account number and details of assessment. Alongwith the details of record of rights a crop register for each survey number is also maintained. This set of records have different, local names i.e. in Maharashtra it is known as Form VII-XII while in Bihar it is known as Khatiyan and in M.P. as Bhoo Adhikar.

-- Similarly a 'Register of Tenancies' (Village Form No. VII-A in Maharashtra) is also maintained which records names and interests of all the tenants in the village. This record is complemented by the certification from Tahsildar. This record is supposed to be maintained in alphabetical order for all tenants.

4. Mutation Register

Apart from these, there are two more categories of consolidated records, which are transitory and ongoing in nature. The first one is maintained to have annual accounting of land revenues. The second being more significant is called 'Mutation Register'. Any change supposed to be affected in the record of rights (Village Form No. VI in Maharashtra) due to any type of transfer or exchange has first to be entered in this register. Then after completion of prescribed procedure of verification and endorsement such entries in mutation register are transferred to appropriate form or register as explained before.
Essential Five

Following are the five essential documents required to prove the ownership of land. Activists need to encourage people to acquire these documents and preserve them with care. These documents are known by different names in different parts of the country keeping in view this diversity only generic names are given here. Activists are requested to identify and write the local names of the same in the column provided for this purpose.

<table>
<thead>
<tr>
<th>DOCUMENTS</th>
<th>CAN BE OBTAINED FROM</th>
<th>NAME OF THE DOCUMENT IN YOUR AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Receipt of Land Revenue</td>
<td>Patwari</td>
<td></td>
</tr>
<tr>
<td>2. Mutation entry slip</td>
<td>Patwari</td>
<td></td>
</tr>
<tr>
<td>3. Map of village and Hissa Survey No.</td>
<td>Rough map with Patwari</td>
<td>Certified copy of the map is available with district land records office.</td>
</tr>
<tr>
<td>4. Land holder’s register/records of right register</td>
<td>District Inspector of Land records</td>
<td></td>
</tr>
<tr>
<td>5. Succession certificate</td>
<td>Tahsildar</td>
<td></td>
</tr>
</tbody>
</table>
WHO's WHO
OF
CONCERNED
OFFICIALS
In the following pages, an attempt has been made to identify and list the roles and duties of the government functionaries related with preparation, maintenance and dissemination of land records.

The Revenue Department is solely responsible for all matters concerning land rights and revenue, and consists of the following three offices.

1. Revenue Office
2. Settlement Office
3. Registration Office

<table>
<thead>
<tr>
<th>Designation</th>
<th>Duties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kotwal/Kotwal</td>
<td>The kotwal is appointed for a village or a small group of villages. The Kotwal is a part-time government servant and is appointed by the Subdivisional Officer. The Kotwal assists Talathi in serving of notices and summons.</td>
</tr>
<tr>
<td>Patwari/Talathi/Lekha Pal</td>
<td>The Talathi/Patwari covers a contiguous group of villages depending upon the size and volume of the work. Talathi prepares, preserves and maintains village land records. These records are kept with him. Talathi also prepares annual demand and recovery of land revenue. The Patwari also looks after mutation, change in boundaries, etc.</td>
</tr>
</tbody>
</table>
Distribution of land holdings continue to occupy an important place as a matter of concern for policy makers and planners. Besides other things, the poor performance of land reforms has been attributed to factors like inadequate administrative organisation to implement the land reforms. And land being one of the main sources of livelihood in the country, battles over ownership are frequent. The villagers first recourse in matters of land disputes is the patwari. The patwari, a powerful and multifaceted official, holds with him the details of all land holdings entered by him and his predecessors into the record book. The Patwari as an institution has a long history. They were hereditary in occupation. This occupation got transferred from father to son. Even after the independence, this phenomena continued. Only after the 60’s efforts has been made by many state governments to stop this phenomena and fresh recruitment is being made for the post of Patwari. The Patwari is the authentic source of identification of different types of tenures prevalent in the village. He is supposed to maintain not only the village land records but also other information related to agriculture, agricultural machinery, land of irrigation, etc. If there is some failure of crops due to natural calamity, it is the Girdwari (crop record) of the village patwari which will become the source of information according to which the relief is disbursed among the farmers.

Besides his routine function such as maintenance of the crop records, the patwari is frequently needed by the village people for the purpose of certification of various types i.e. income, property and domicile certificates.

For the village people, the patwari is personified ‘God’ on earth. The folk stories are full of narrations about the patwari. Such stories tend to signify the role and cunningness of the patwari.

By the nature of power vested in him and due to the ignorance of the people, the institution of patwari has become notorious in terms of manipulation of land records. Which means he makes entries as he chooses for favors granted - changing names, titles, size of the land holdings etc. And even if he does not do this as often as one expects, it is an acknowledged fact that for a villager to get a copy of his land holding record from the patwari, it can take many months, and a lot of money too.
- to issue Khasara entry from on demand by villager

- to guide and train Patwaris working under him and supervise their work.

- to certify and check the mutation entries.

- to consolidate the annual statistical data from village form and compile taluka forms.

- to make demarcation of Field/Plot;

- to make mutation of records in undisputed transfer of land.

- to deal with cases related to grant of land.

- to look after taluka/tehsil annual returns.

- to examine the disputed land cases of mutation, partition, and encroachment

- to supervise overall revenue administration - to impose sections under the Indian Panel Code on land disputes.

- to identify and release bonded labour

- to solve owner - tenant disputes related to land revenue and to give possession of the land to ownertenant.

- Usually, the Tahsildar is the incharge of a taluka. A taluka consists of 3-6 revenue circles and about 100 to 200 villages.

- to supervise and inspect the work of subordinates
Sub-divisional Officer/Assistant Collector
Usually, 3 to 5 Talukas consists of a sub-division.

Collector

The Collector looks after 3 to 5 sub-divisions, which form a district.

Commissioner

4 to 8 contiguous districts form a revenue division. The Commissioner is the head of this division.

- to get the village land records and Record of Rights maintained and preserved.
- to maintain law and order in the Taluka/Tehsil.
- to supervise and inspect the work of his/her revenue subordinates.

- is an appellate authority on the decisions and judgments passed by the subordinates.
- to maintain law and order in the sub-division. He is also entitled to impose 107, 144, 145, under code of criminal procedure.

The Collector is the head of the revenue administration of the district and supervise, inspect the work of his/her revenue subordinates.

- Collector is an appellate authority on the decisions passed by his/her subordinates.
- to maintain law and order in the district.
- to deal with important cases related to land disputes.

- to supervise and inspect the work of subordinate revenue officers.
- to act as an appellate authority in respect of decisions judgement passed by the Collector, S.D.O., Tahsildar, etc.
Revenue Board

Secretary
(Revenue Department)

- The Board of Revenue is the Highest forum of the state government in matters related to revenue. It is also the highest appellate body.
- to look after all the matters related to land revenue in the state
- to frame policy matters related to land revenue in the State.

Settlement Office

The settlement office has two wings:

a) Records Wing

b) Revenue Wing

The settlement office is headed by a settlement officer. The major duties of the officer are as follows:

(i) to take measurement of land (government as well as private lands)
(ii) to keep maps and basic land records upto-date.
(iii) to make changes in the state or district boundaries and prepare new maps accordingly.
(iv) to prepare settlement records and maintain them.
The Structure
Settlement Commissioner
↓
Assistant Settlement Commissioner
↓
Superintendent of Land Records
↓
District Inspector of Land Records
All the records like survey maps, gut books, settlement records, are available in this office. This office is competent to give true copy of the records.
↓
Maintenance Surveyors
They measure Land holdings
↓
City Surveyors
They survey homestead land. They are placed in town and big village.
↓
Consolidation Officer
After completing the consolidation of land, this officer gives all the records to the district inspector or of land records.
↓
Assistant Consolidation Officer
This is not a permanent post. They are only appointed at the time of consolidation work. The office has its separate staff which is placed at the taluka level.

Registration Officer
All the sale deeds, lease deeds, transfer of property over Rs. 100 are registered at this office. For every registration, a nominal fee is charged. This fee varies from state to state.

Structure:
District Registration Officer
All the records of registration in each district are available with this officer.
↓
Sub-Registrar
This is a taluka level authority. All the matters related to sale, transfer and lease are registered at this office.
Here Comes the Computers

Gandalal of Torkumbh village in Morena district of Madhya Pradesh bought a piece of land seven years ago from a widow who had no children to tend it. The widow collected the money and lived a few more years and then died. Even before he could take possession of his new property, a tenant appeared, claiming that he was the real owner. Gandalal had no way but to appeal to the concerned authorities. As the officials and the villagers discussed the case, the patwari of the village saw through his record books to trace the history of the disputed plot of land. The entry, in the record book, has been made before the present patwari’s time but the record book shows that the ‘tenant’ had filed the land on behalf of the widow and was working on the land for more than 12 years. And any person working or occupying the land for that period becomes the owner of the land by the law. But Gandalal believes the records lie.

Now, people like Gandalal will not face such problems anymore. Now the land records in this district have been computerised!

The computers will make the illegal, underhand entries into the land record almost impossible. It will give every villager the details about his/her land holdings. The computer print out is making a new land record manual. Each villager will own his own copy, duly signed and attested. Besides, every month, land reforms bulletins will be produced with detailed information of the land department.

For the first time since the days of Todar Mal who initiated the land revenue systems, a land holder will have an official document which can be updated without great expense and trouble. These printouts will be available to the owners within a few minutes and at a nominal fee, as compared to the weeks and months involved in extracting a copy from the patwari after paying bribes. Thus, no more waiting, no more bribes. A good news indeed.
VILLAGE FORM 1-A
Forest Register

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Area under forest</td>
<td></td>
</tr>
<tr>
<td>Survey No.</td>
<td>Forest No. if any</td>
<td>Village forest or forest in charge of Revenue Department (though under Forest Act)</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

Examined Forest Settlement Officer
Clerk Tahsildar

(Talathi)
### VILLAGE FORM 1-B

Register of Unoccupied (Government) Lands

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
<th>Assessed</th>
<th>Unassessed</th>
<th>Public rights of way and easements</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Survey No.</td>
<td>Area</td>
<td>Assessment</td>
<td>Area</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>2(a)</td>
<td>2(b)</td>
<td>3</td>
<td>4</td>
<td></td>
<td>5</td>
</tr>
</tbody>
</table>

(Sd.) (Sd.) (Sd.)
Talathi Jamabandi Clerk Tahsildar
# VILLAGE FORM 1-C

Register of Lands granted as Occupant-Class II &
Lands vesting in Village Panchayats

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Village Panchayat in which Government land/property is vested</td>
<td>Terms/conditions of grant/lease in respect of vesting of Govt. properties in Village Panchayat in brief</td>
<td>Remarks &amp; action taken regarding breach of conditions if any</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Survey No.</th>
<th>Area Assessment</th>
<th>Name of occupant</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
</tbody>
</table>

(Sd.) Talathi  
(Sd.) Jamabandi  
(Sd.) Tahsildar
## VILLAGE FORM 1-D

Register showing Lands declared as surplus

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Survey No.</th>
<th>Hissa No.</th>
<th>Area</th>
<th>Assessment</th>
<th>Classification of land</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>irrigated area</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>unirrigated area</td>
<td></td>
</tr>
</tbody>
</table>

| 1 | 2 | 3 | 4 | 5 | 6(a) | 6(b) | 7 |

(Sd.) 
Talathi  
(Sd.) 
Jamabandi Clerk  
(Sd.) 
Tahsildar
## VILLAGE FORM 1-E

Register of Encroachments

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Serial No.</td>
<td>Survey No. &amp; subdivision No.</td>
<td>Name of encroacher</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

(Sd.)
Talathi

(Sd.)
Jamabandi Clerk

(Sd.)
Tahsildar
# VILLAGE FORM II

Register of Non-agricultural Revenue

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Description of land</th>
<th>Area of non-agricultural permission grant</th>
<th>Occupancy price, if any</th>
<th>Annual revenue</th>
<th>Period from To</th>
<th>Authority</th>
<th>Entry Number in Taluka Form II</th>
<th>Name of the first occupant</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Appendix 6
## Village Form III

Register of Alienated Lands

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class No.</td>
<td>Kind and how long continuable</td>
<td>Running No. in each class</td>
</tr>
<tr>
<td>---------</td>
<td>--------</td>
<td>----------</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

| Area under N.A. use | Assessment Old Salami Settlement Rate Assessment Total Balance with the alienence or Loss Remarks |
|---------------------|----------------------------------|-------------------|-----------------|-----------------|-------------------|------------------|-----------------|
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
# VILLAGE FORM VI

Register of Mutations

<table>
<thead>
<tr>
<th>Village</th>
<th>Taluka</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sl.No of entry</td>
<td>Nature of right acquired</td>
<td>Survey &amp; Sub Division numbers affected</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

- Date of intimation mutation to the interested parties
- Date of intimation of certification
- Date of publication of the mutation on the notice board
- (Sd.) Talathi

(Sd.) Superintendent land records
### VILLAGE FORM VII
Record of Rights

<table>
<thead>
<tr>
<th>Village</th>
<th>Survey No.</th>
<th>Sub-division of survey number</th>
<th>Tenure</th>
<th>Name of the occupant</th>
<th>Taluka</th>
<th>Khata No.</th>
</tr>
</thead>
</table>

### VILLAGE FORM XII
Register of Crops

<table>
<thead>
<tr>
<th>Details of cropped area</th>
<th>Mixed crops area</th>
<th>Pure crops area</th>
<th>Land not available for cultivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year</td>
<td>Season</td>
<td>Code No.</td>
<td>Irrigated</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of crop</th>
<th>Irrigated</th>
<th>Unirrigated</th>
<th>Nature</th>
<th>Area</th>
<th>Source of irrigation</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td>Village Taluka</td>
<td>District Year</td>
<td>Serial No. of the last year's register</td>
<td>Name of the tenant</td>
<td>Name of the landlord</td>
<td>Survey No. and Hissa No.</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>--------------</td>
<td>---------------------------------------</td>
<td>-------------------</td>
<td>---------------------</td>
<td>-------------------------</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area</th>
<th>Assessment</th>
<th>Rent</th>
<th>Serial No. of the entry in the mutation register</th>
<th>Remarks</th>
</tr>
</thead>
</table>
### VILLAGE FORM VIII-A

Register of Holdings

<table>
<thead>
<tr>
<th>Entry in Village Form VI</th>
<th>Survey No. &amp; sub-division No.</th>
<th>Area</th>
<th>Assessment</th>
<th>Loss on alienated land</th>
<th>Local cess Zilla Parishad</th>
<th>Village Panchayat</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6(a)</td>
<td>6(b)</td>
<td>7</td>
</tr>
</tbody>
</table>

Appendix 11
# Receipt of Land Revenue

**Daily Receipt Book**

Government of Maharashtra

Village: ................................................ Taluka: .................................................. Sumy. No.: .....

Date: ................................................ Name Of Payee: ...........................................

## Gross Land Revenue

<table>
<thead>
<tr>
<th>Previous Balance</th>
<th>Current Year</th>
<th>Local Taxes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rent</td>
<td>Dist. Board</td>
</tr>
<tr>
<td></td>
<td>Assessment</td>
<td>Gram Panchayal</td>
</tr>
<tr>
<td>Year</td>
<td>Rs.</td>
<td>Rs.</td>
</tr>
<tr>
<td></td>
<td>Rs.</td>
<td>Rs.</td>
</tr>
<tr>
<td></td>
<td>Rs.</td>
<td>Rs.</td>
</tr>
</tbody>
</table>

Received Rs. ............................................................

Sd/-

TALATHI