

# RHA FORM 1

## APPLICATION FORM FOR BUILDING PERMIT

**FOR DEVELOPMENT OF A NEW CONSTRUCTION, EXTENSION,  
REHABILITATION WITH AND WITHOUT ALTERATION, DEMOLITION,  
CHANGE OF USE AND FOR OCCUPANCY.**

To

.....  
.....  
.....

Dear Sir/Madam

I, ....., resident at (*District/Sector/Cell*),  
...../...../..... Phone number.....  
Email ..... with ID No .....,  
hereby intend to: ..... (*as per type of building permit  
requested*) in the building on/in Plot No (UPI) .....in Province/City of Kigali  
..... District ..... Sector ..... Cell ..... Village  
..... Road /Street ..... ; in accordance with the Rwanda building Code  
of 2015, as mentioned in the application checklist I forward herewith the plans and specifications  
signed (See name and address of) : ..... (Company/  
*Architect/Engineer/Structural Engineer/Supervisor /Urban /Town Planner/Landscape Architect/Urban  
Designer*)<sup>1</sup>);

Professional registration N<sup>o</sup>. ..... (*for Individual*), TIN..... (*for a company*)  
who may be the one to supervise its erection.

Project name: .....

Building type: ..... Building Category: .....

See also the online application process where only one copy of plans and specifications are required.

I request that the development/change of use/ occupancy/ demolition<sup>1</sup> may be approved and  
permission accorded to me to execute the work.

### **OWNER:**

Signature ..... Date: ...../...../.....

Name: ..... (in block letters)

<sup>1</sup>) *Strike out whichever is not applicable.*