

Frequently Asked Question (FAQ)

(Leasehold to Freehold Conversion of Land: UD & MA Department)

1. Q: How to apply? Is there any option to apply online?
A: Applications can be submitted in online mode only, at the web portal <https://leaseholdtofreeholdwb.com/> and scanned copy of the lease deed and mutation document (if applicable) needs to be uploaded.
2. Q: Who is eligible to apply?
A: Lessees of UD & MA Department, Lessees of parastatals (i.e. Development & Planning Authorities including WBHIDCO) of UD & MA Department, Lessees Urban Local Bodies.
3. Q: Is the lease tenure of 20 years is eligible for conversion?
A: No. Lease tenure of 30 years and above is eligible for conversion.
4. Q: Can one apply if the leasehold right is mortgaged?
A: Yes, but he needs to submit the NOC from the mortgagee.
5. Q: Can one check the amount of conversion fee before submission of the application?
A: Yes. There is a provision on online calculator in the web portal which can be availed without logging in. However, the conversion fee depends on data submitted and subject to change after the application is submitted, if during verification it is found that wrong data was submitted.
6. Q: Can one apply for conversion, if there is any due in connection with the lease?
A: Before submission of application for conversion, all dues such as lease rent, need to be cleared.
7. Q: Is proportionate undivided share of land appertaining to a flat built on leasehold land is eligible for conversion?
A: Yes, provided that in the lease deed along with the flat / shop, the leasehold right of proportionate undivided share of land was conferred. For cases where the proportionate share of land has not been conferred but the proportionate land price was realized along with the price of structure (flat / shop) those are eligible.
8. Q: Is land allotted on lease on concessional price will be allowed for conversion.
A: No.
9. Q: Is an assignee / sub lessee of WTL in sector – V Salt Lake where WTL is a Lessee of UD & MA Department, is eligible for conversion?
A: Yes. However, in these cases, along with the application, the sub- lease deed / deed of assignment and the NOC / No due certificate from WTL need to be submitted at the time of making application to the web portal of UD & MA Department.
10. Q: Can one change the land use after conversion?
A: No. Conversion is allowed only for the same use.
11. Q: Is the permission received from the UD & MA Department for non-residential use for five years of maximum 45% built up area constructed on the residential leasehold plot in Salt Lake will expire immediately after conversion from leasehold to freehold?
A: No. That permission shall be in force for the un-expired period. After expiry of the permission period, if there is further need, application may be made to the concerned Urban Local Body.