

# WAQF ESTATE – ADD FORM

## Waqf Estate Registration Form.

### WAQF ESTATE DETAILS

Waqf Classification \* :  Sunni  Shia

Waqf Type \* : Select either "Use" or "Fisabi-lillah" or "Allal-Aulad"

Waqf Estate Name \* : Specify Waqf Estate Name (without Address)

Scheme of Administration of Waqf Properties : Objective with which Waqf was created or how Waqf should be managed as specified by Waqf ID

Auqaf Register Sr. No.(6 Chars)\* : Fill-up as explained in meta data format  
IMPORTANT : It will be used in generating Waqf ID

Waqf Registration Date : [dd-mm-yyyy]

Date of Creation of Waqf : Waqf Creation Date preferably in (dd-mm-yyyy)

Gazetted :  No  Yes

If Yes, Gazette Notification Details : Gazette Serial No, Page No, Published Date, etc if the Waqf is gazetted.

UID is Unique Identification No. allotted under 'Aadhaar' Project. Leave it blank if it is not known.

Only one JPEG, JPG, GIF (Max 100KB)

### WAQIF DETAILS

Waqif UID-Name : Aadhaar No. - Waqif's Name

Waqif Photo : Upload Photo

Waqif Father/Husband's UID-Name : Aadhaar No. - Waqif Father Name

Address : Waqif's Address without below mentioned fields

Locality/Village : Locality / Village of Waqif

Taluk/Tehsil : Sub - District of Waqif

District/City\* : District of Waqif

State/UT \* : Waqif's State

These Fields will be inactive (enclosed in the Box) in case user selects 'USE' in Waqf Type.

### Waqf Estate/Properties Registration Documents

#### Submitted

Please enter the name of the Documents/Certificates or their Photocopies attached/submitted.

Specify the Name of the Documents submitted during the Registration process

#### To Be Submitted

Please enter the name of the Documents/Certificates or their Photocopies to be attached/submitted.

Any Extra/New/Pending Document of the Waqf Estate to be Submitted by the Registrant. (Please specify the name of the Documents only)

Remarks (If Any) :

Any Important Information about Waqf, Waqf Board want to keep as a record, which is not covered in the above fields.

Submit

Clear

Close

# WAQF PROPERTY (IMMOVABLE) – ADD FORM

## Immovable Waqf Property Details

Waqf ID [Waqf Estate Name] :- X

Select either Encroached, or Under Litigation, or Alienated, Non-Encumbered, or Information Not Available, or Other

Valuation of the Property and also enter the Date of Valuation on a particular date

Select from Hectare, Acre, Sq. yard, Sq. Feet etc.

Waqf Type : Select either "Use" or "Fisabi-lillah" or "Allal-Aulad"

Waqf Scheme : Brief description of the intention of Waqf

Land Type \* : Select as Agri.Land,Shop, Plot, Mosque, Graveyard etc.

Estimated Value ₹ : [ ] Date : [ ] [dd-mm-yyyy]

Property Name \* : Name of the Property (prefer Distinct Name)

Property Current Status \* : Select

Property Location/Boundaries : E-, W-, N-, S-

Field Survey Number : Survey No. of the Property

Property Specifications : Property Detailed Description

Field Survey Details : Details of the Survey

Unit of Measurement \* : Select Area : Numeric Value

Field Survey Date : [ ] [dd-mm-yyyy]

User can select only one option either Rural or Urban

Select Property - Rural / Urban :  Rural  Urban

State/UT : Automatically displayed

Khata No. : Khata No. -

District \* : Select District

Khasra / Khewat No. : Khasra No. - / Khewat No. -

Sub-District \* : Select Sub-District

Amsom : Amsom. -

Village \* : Select Village

Door No./Plot No. : Door No. -

Census 2011 Area Code : Automatically displayed post above selections.

Patta No. : Patta No. -

User can select only one option either Rural or Urban

Select Property - Rural / Urban :  Rural  Urban

State/UT : Automatically displayed

Ward No./Municipal Area : Ward No. - /Municipal Area. -

District \* : Select District

Road No./Road Name : Road No. - /Road Name. -

Sub-District \* : Select Sub-District

Lane No./Lane Name : Lane No. - /Lane Name. -

Town \* : Select Town

House No./Plot No. : House No. - /Plot No. -

Census 2011 Area Code : Automatically displayed

Nearest Milestone : Any recognized milestone near the Property.

Specify whether the Property is required to file its Annual Return?

Annual Return Filing Required ? : Yes

Other Details/Remarks : Any Important Information about Property, Waqf Board want to keep as a record, which is not covered in the above fields

Save & Next Page Clear Close

## Add Immovable Survey Details

Page 2 of 3

Waqf ID :- XY111111 [abc]

Property ID :- AG025

Please Upload Property Photo/Line Boundary :

### Property Survey Details

Below fields gets inactive in case User selects 'No'

Survey Done :  No  Yes

Survey by Commissioner / SWB appointed Site Inspector

Survey Date :

Date of Survey, when done

Survey Inspector Name :

Recommendations by Survey Inspector :

Save & Next Page

Clear

## Add Immovable Survey Details

Page 3 of 3

Waqf ID :- XY111111 [abc]

Property ID :- AG025

Survey ID :- AG025-1

Only PDF; Maximum 5 Reports can be uploaded

Please Upload Survey Report

Not displayed in case user selects 'No' from Survey Done

Add Movable Waqf Property Details

WAQF ID :-XY111111 [abc]

Waqf Registration Number :- 111111

Waqf Registration Date :-15 - 11 - 1972

Waqf Estate Name :- abc

Waqf Classification :- Sunni

Waqf Type :-

Waqf Scheme :-

Property Details

Nature of Property/ Investment \* :

Expiry / Maturity Date of Movable Property → Expiry Date (If any) :  [dd-mm-yyyy]

Property Assessment \* :

Property Name \* :

Reference Number :

Property Location \* :

Valuation of Property on a particular Date ← Estimated Value ₹ :   
Date of Valuation :  [dd-mm-yyyy]

Others Details (If Any) :

Remarks :

Save & Next Page

Clear

Close

## Add Movable Survey Details

Page 2 of 3

Waqf ID :- XY111111 [abc]

Property ID :- FD015

Please Upload Property Photo :

Only JPEG, JPG, GIF [Max 500 KB]; Maximum 5 photos can be uploaded

Below fields gets inactive in case User selects 'No'

Survey Done :  No  Yes

Survey Date :  [dd-mm-yyyy]

Survey Inspector Name :

Recommendations by Survey Inspector :

## Movable Survey Details

Page 3 of 3

Waqf ID :- XY111111 [abc]

Property ID :- FD015

Survey ID :- FD015-1

Only PDF; Maximum 5 Reports can be uploaded

Please Upload Survey Report

Not displayed in case user selects No from Survey Done above

# WAQF PROPERTY MANAGEMENT – ADD FORM

## Waqf Property Management Details

Waqf ID [Waqf Estate Name]:- XY030001 [IDGAH]

Sl No	Property ID	Property Name	Property Managed By	Back
1	AG002	AGRICULTURAL LAND	Select <input type="button" value="v"/>	Submit
2	IG001	IDGAH	Select <input type="button" value="v"/>	Submit

User select either of the option: Mutawalli, Waqf Borard, Management Committee or Administrator

- Select
- Mutawalli
- Management Committee
- Waqf Board
- Administrator

## Waqf Property Management Details

User select either of the option: Mutawalli, Waqf Borard, Management Committee or Administrator

Waqf ID [Waqf Estate Name]:-XY111111 [abc]

Property ID : AG002

Property Name : idsfkj

Property Managed By : Mutawalli

Property Managed From \* :  [dd-mm-yyyy]

Property Managed To :  [dd-mm-yyyy]

Period on which Property is managed by Mutawalli

List of Mutawallis described earlier on this Waqf will pop-up. Details like Mutawalli Name, Father/Husband's Name and Address will be displayed for selecting the Mutawalli of this Property.

[List all Mutawallis' related to this Waqf Estate](#)

### Mutawalli Details

UID-Name \* : Aadhaar No. - Name of the Mutawalli

Father/Husband UID-Name \* : Aadhaar No. - Mutawalli's Father / Husband Name

Address : Mutawalli's Address without below mentioned fields

Village/Locality : Mutawalli's Village / Locality

Tehsil /Taluk : Mutawalli's Tehsil / Taluk

District/City \* : Mutawalli's District / City

State/UT \* : Mutawalli's State / UT

Contact Number : Mutawalli's Phone / Mobile Number

Only one JPEG, JPG, GIF [Max 100 KB] is allowed

Upload Photo : Mutawalli's Photo upload

Upload

Successor UID-Name : Aadhaar No. - Mutawalli's Successor name in case he is declared

Submit

Clear

Close

## Waqf Property Management Details

Waqf ID [Waqf Estate Name]:- XY111111 [abc]

Property ID : AG003

Property Name : fdgdfg

Property Managed By : Management Committee

Property Managed From \* :  [dd-mm-yyyy]

Property Managed To :  [dd-mm-yyyy]

Period on which Property is managed by Management Committee

List of Management Committee described earlier on this Waqf will pop-up. Details like Management Committee File No., President Name and Secretary Name will be displayed for selecting the Management Committee of this Property.

[List all Management Committees' related to this Waqf Estate](#)

## Management Committee Details

File Number \* : SWB File No. of the approval of Management Committee

File Approval Date \* :  [dd-mm-yyyy]

MC Expiry Date \* :  (dd-mm-yyyy)

Period of Management Committee

Only one JPEG, JPG, GIF [Max 100 KB]

Designation

UID-Name \*

Address \*

Contact No.

Photo

President

Aadhaar No.

President Name

President Address

President Phone No.

Upload

Secretary

Aadhaar No.

Secretary Name

Secretary Address

Secretary Phone No.

Upload

Submit & Add Members (if any)

Clear

Close

## Waqf Property Management Details

Waqf ID :- XY111111 [abc]

Property ID :- AG003

Management ID :- 2

File Name ewrwe32432

Duration of Management Committee 02-07-2012 TO 26-07-2012

Designation

UID-Name \*

Address \*

Contact No.

Photo

Member

Aadhaar No.

Member Name

Member Address

Member Phone No.

Upload

Add

Close



### Waqf Property Management Details

Waqf ID [Waqf Estate Name]:- XY111111 [abc]

Property ID : AG004

Property Name : dsad

Property Managed By : **Waqf Board**

Period on which Property is managed by Waqf Board

Property Managed From \* :  (dd-mm-yyyy)

Property Managed To :  (dd-mm-yyyy)

Submit

Clear

Close

### Waqf Property Management Details

Waqf ID [Waqf Estate Name]:- XY111111 [abc]

Property ID : AG003

Property Name : fdgdfg

Property Managed By : **Administrator**

Period on which Property is managed by Administrator

Property Managed From \* :  [dd-mm-yyyy]

Property Managed To :  [dd-mm-yyyy]

List of Administrators described earlier on this Waqf will pop-up. Details like Administrators Name, Father/Husband's Name and Address will be displayed for selecting the Administrators of this Property.

[List all Administrator related to this Waqf Estate](#)

### Administrator Details

UID-Name \* : Aadhaar No. - Name of the Administrator's

Father/Husband UID-Name : Aadhaar No. - Administrator's Father / Husband Name

Address : Administrator's Address without below mentioned fields

Village/Locality : Administrator's Village / Locality

Tehsil /Taluk : Administrator's Tehsil / Taluk

District/City \* : Administrator's District / City

State/UT \* : Administrator's State / UT

Contact Number : Administrator's Phone / Mobile Number

Upload Photo : Administrator's Photo upload

Upload

Submit

Clear

Close

Only one JPEG, JPG, GIF [Max 100 KB]