Magetan, ....... Bulan Tahun

Kepada Yth. Bupati Magetan

Cq. Kepala Dinas Perumahan dan kawasan Permukiman Kab. Magetan

Di -

MAGETAN

Nomor : Nomor surat dari pengembang

Lampiran : (Sesuai jumlah lampiran) Lembar/ Bendel

Perihal : Permohonan Penyerahan Administrasi/ Fisik PSU Perumahan

Yang bertanda tangan dibawah ini :

Nama : ....................................

Jabatan : Direktur / Pimpinan PT. ...........................

Alamat perusahaan : ...................................

Mengajukan Permohonan Penyerahan Aministrasi/ Fisik PSU Perumahan ...................., yang terletak di ....................................... Kabupaten Magetan.

Untuk melengkapi permohonan, bersama ini kami lampirkan persyaratan sebagai berikut :

1. Foto copy KTP Direktur
2. Foto copy akta pendirian PT beserta anggota Asosiasi
3. Rincian, Jenis, Jumlah, Lokasi dan ukuran obyek PSU
4. Site Plan yang telah disahkan
5. Informasi Pemanfaatan Ruang (IPR)
6. Jadwal/ waktu penyelesaian pembangun,dan masa pemeliharaan (PSU)
7. Sertifikat Hak atas tanah
8. .................... (jika ada)

Demikian atas perhatiannya disampaikan terima kasih.

Hormat Kami

PT. .......................................



**......................................**

Direktur

**RINCIAN PSU Perumahan ....................................**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NO | JENIS PSU | LUAS berdasarkan *site plan* (m2) | LUAS berdasarkan sertifikat (m2) | KETERANGAN |
| 1 | Jalan | ......... | ......... |  |
| 2 | Masjid | ......... | ......... |  |
| 3 | Pos Satpam | ......... | ......... |  |
| 4 | RTH |  |  |  |
|  | * HGB/SHM No ... | ......... | ......... |  |
|  | * HGB/SHM No ... | ......... | ......... |  |
|  | * HGB/SHM No ... | ......... | ......... |  |
| Jumlah | | ……. | ……. | …..% dari Luasan Total …… m2 |

Magetan, ....... Bulan Tahun

PT. ……………………..

Direktur

**……………………**

**TIMELINE PERUMAHAN ………………………..**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| NO | PEKERJAAN  **(CONTOH)** | DES-19 | JAN-20 | FEB- 20 | MAR-20 | APR-20 | MEI-20 | JUN-20 | JUL-20 | AGU-20 | SEP-20 | OKT-20 | NOV-20 | DES-20 | JAN-21 | FEB-21 | MAR-21 | APR21 | MEI-21 | JUN-21 | JULI-21 | AGUS-21 | SEP-21 | OKT-21 | NOV-21 | DES-21 | JAN-22 | FEB-22 |
| A | PEKERJAAN FASUM DAN FASOS |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 1 SALURAN DAN SANITASI LINGKUNGAN |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 2. PEMADATAN JALAN |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 3. PINTU MASUK |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 4. RTH |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 5. JALAN (Pengerasan Jalan) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 6. MASJID |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B | PEMBERSIHAN LOKASI |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| C | CEK FISIK |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| D | MASA PEMELIHARAAN |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| E | PENYERAHAN FISIK |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| --- |
| Magetan, ...... Bulan Tahun  Hormat Kami,  PT. ................................  **..................................** |