

**CIRCULAR**


Subject :- Grant of permission to let out an immovable property on Leave and Licence basis by Judicial Officers / High Court officials.

It is observed that some Judicial Officers / High Court Officials are not giving prior intimation about letting out of their immovable property on Leave and Licence basis to the competent authority i.e. the High Court.

Therefore, I am under directions to inform that henceforth the Judicial Officers / High Court Officials in the State of Maharashtra and Goa shall intimate about letting out of an immovable property on leave and licence basis well in advance to the High Court by furnishing details of the proposed transaction mentioning therein whether they have or had any official dealing with the proposed licensee.

Above directions shall be followed scrupulously by all the Judicial Officers / High Court Officials in the State of Maharashtra and Goa.

Date : 5<sup>th</sup> August 2016.

  
(Mangesh S. Patil)  
Registrar General

**GUIDELINES FOR LETTING OUT /  
ALLOTING IMMOVABLE PROPERTY  
ON LEAVE AND LICENSE BASIS.**

- 1] No Judicial officer / High Court Officials shall, except with the previous intimation to the High Court, let out / allot any immovable property either in his own name or in the name of any member of his family.
- 2] No Judicial Officer / High Court Officials shall let out / allot any immovable property either in his own name or in the name of any member of his family to a person having official dealing with him without previous permission of the High Court.
- 3] The Judicial Officer / High Court Officials shall disclose all details such as description of property including area of property, date of intimation / permission granted at the time of purchasing the said property and copy of the said letter, name, address, occupation of licensee, date of agreement, license fees, amount of security deposit and whether the same is refundable / adjustable basis.
- 4] The Judicial Officer / High Court Officials shall submit copies of all relevant documents pertaining to the said transaction to the High Court.

Date : 5<sup>th</sup> August 2016.

  
(Mangesh S. Patil)  
Registrar General