



དཔལ་ལྷན་འབྲུག་གཞུང་།

ཇོང་ཁག་བདག་སྐྱོང་བསམ་ཚུ།

DZONGKHAG ADMINISTRATION, SAMTSE



A prosperous community living in harmony with diverse culture and safe environment

SD/Sathram/A4/2025-2026/ 04680

February 24, 2026

All Lessees
Mining/Stone Quarries/Business/Commercial
Samtse

Subject: Intimation for Payment of Annual Lease Rent for FY-2026-2027 and Renewal of Bank Guarantee

Dear Lessees,

As per the terms and conditions of Lease Agreement, you are hereby notified to remit the Annual Lease Rent for the Financial Year 2026-2027 within the stipulated time period as reflected in your land lease certificate (LLC).

You are requested to make the payment strictly in accordance with the terms and conditions of your lease agreement and as per the due dates reflected in your respective LLC. Timely payment is essential to avoid levy of 24% penalties or initiation of legal proceedings as applicable under the LLR&R, 2018.

In addition to the lease rent payment, it is also reminded that the Bank Guarantee furnished in compliance with the lease agreement shall be renewed at least two (2) months prior to its expiry. Failure to renew the BG within the stipulated timeframe may be treated as a breach of lease terms and may invite appropriate action as per the agreement.

Kindly ensure:

- Lease rent is paid as per the schedule indicated in the LLC
- Payment is made as per the approved mode (as per the financial norms)
- A copy of money receipt is submitted to land sector for verification and record
- Renewal of the BG is undertaken proactively and submitted to the land sector well before the due date.

For any queries or further assistance, you may contact land sector office during office hours.

We solicit your cooperation in ensuring compliance with the lease obligations in a timely and seamless manner.

Yours sincerely,


(Chairman)
DLLC

CC:

1. The Vice President, BEA, Samtse for kind information and dissemination of information.
2. The Dasho Dungpas, Dorokha & Tashichholing Dungkhags for information.

Post Box No. 321, Samtse Dzongkhag Administration, Tel: (+975) 05-365714

Website: www.samtse.gov.bt

facebook.com/samtseinfo

tiktok.com/@samtse.dzongkhag