

DOCUMENTS CHECKLIST for RERA PROJECT APPLICATION

S.No	DETAILS OF THE DOCUMENTS
1	Name and Google Location of the Project
2	Firm / company Registration certificate/ CIN number
3	Email Address (for official communication)
4	Telephone Numbers/Mobile (for official communication)
5	Copy of the PAN cards (organization /firm / company)
6	Copy of the PAN card (organization /firm / company)
7	GST certificate
8	Promoter-Aadhaar card, Pan card, Passport photo , Phone number and e-mail
9	Co- promoter-Aadhaar card, Pan card, passport photo , Phone number and e-mail of all Land owners, if any
10	Detail of the projects in the Past Five Years .
11	Audited balance sheet of the promoter for the preceding Financial Year
12	Income tax returns of the promoter for three preceding Financial Years
13	Details of Separate bank account for this project including copy of pass book
14	Self-declaration in case of no pending cases
15	Authorized Signatory with the Copy of Board Resolution for Authorized signatory
16	Civil Contractors, or turnkey contractor , or EPC Contractors
17	Architect, Engineer, Chartered Accountant or name of firm or company together with Licenses/Enrolment
18	Ownership Documents/ attested copies of the pattadar pass books issued by the Revenue department. (Attested by Notary /Gazetted officer)
19	Link documents
20	Authorization letter given by the Land owner (Co-promoter) to undertake the construction of the building by the promoter (Registered Development Agreement)
21	Land Title search Report from an Advocate having experience of at least ten years in land related matters
22	Details of the Encumbrances
23	Plan and Proceedings & Mortgaged deed
24	Detailed Technical Specifications of the construction
25	Detailed Estimate of the Expenditure for construction
26	Details of source of finances
27	Proforma of the Allotment Letter, Agreement for Sale and the Conveyance Deed.
28	Brands & Specifications
29	Structural Stability Certificate duly issued by Certified Structural Consultant/Engineer
30	Copy of Insurance of Building or Contractor All Risks Policy
31	FORM - B , Declaration of Project Completion Date