



GUJARAT REAL ESTATE REGULATORY AUTHORITY

CHECKLIST OF KEY DOCUMENTS REQUIRED BEFORE "PROJECT APPLICATION SUBMISSION" ONLINE [eOFFICE]

E-DOCUMENTS REQUIRED ON STAGE 1

<input type="checkbox"/> Promoter Photograph (In Colour) (If Individual) [JPEG]	5 MB
<input type="checkbox"/> Registration certificate (If Company /Partnership Firm/ LLP) [PDF]	
<input type="checkbox"/> Memorandum/Article of association along with Registration certificate (If Company)	100 MB
<input type="checkbox"/> Partnership Deed/LLP Deed along with Form-G / LLP certificate (If Partnership Firm/LLP)	
<input type="checkbox"/> Authorized Signatory Photograph (In Colour) (If Company /Partnership Firm/ LLP) [JPEG]	5 MB
<input type="checkbox"/> Project Head/All Partner Photographs (In Colour) (If Company /Partnership Firm/ LLP) [JPEG]	5 MB
<input type="checkbox"/> Previous 5 Years Projects - (If Applicable) [PDF]	5 MB

E-DOCUMENTS REQUIRED ON STAGE 2

NIL

E-DOCUMENTS REQUIRED ON STAGE 3

<input type="checkbox"/> Architect Certificate (Form 1) [PDF]	5 MB
<input type="checkbox"/> NOC (Form-1A) - As applicable for the block or N.A [PDF]	5 MB
<input type="checkbox"/> Lift <input type="checkbox"/> Fire <input type="checkbox"/> LetterBox <input type="checkbox"/> Others	
<input type="checkbox"/> Photograph (In Colour) (Wing/block/building/floor) [JPEG]	5 MB
(Current Construction Status of Wing/block/building/floor Photographs (Actual) - All directions (North, South, East, West) with Caption of Direction on Photographs - 4 nos.)	
<input type="checkbox"/> NOC (Form-1B) As per for overall Projects [PDF]	5 MB
<input type="checkbox"/> Airport, <input type="checkbox"/> Railway <input type="checkbox"/> Environment <input type="checkbox"/> High Tension Line <input type="checkbox"/> Gasline <input type="checkbox"/> Other	

E-DOCUMENTS REQUIRED ON STAGE 4

<input type="checkbox"/> Engineer Certificate (Form 2) [PDF]	5 MB
--	------

E-DOCUMENTS REQUIRED ON STAGE 5

<input type="checkbox"/> Annexure [EXCEL]	
<input type="checkbox"/> CA Certificate (Form 3) [PDF]	5 MB

E-DOCUMENTS REQUIRED ON STAGE 6

<input type="checkbox"/> Balance sheet (For Last 3 yr.) [PDF]	10MB Each
<input type="checkbox"/> Profit loss statement (For Last 3 yr.) [PDF]	10MB Each
<input type="checkbox"/> Directors report (For Last 3 yr.) [PDF]	10MB Each
<input type="checkbox"/> Cash flow statement (For Last 3 yr.) [PDF]	10MB Each
<input type="checkbox"/> Auditor report [PDF]	10MB Each
<input type="checkbox"/> Income Tax Return acknowledgement [PDF]	10MB Each
<input type="checkbox"/> PAN Card + KYC documents of each individual (In Colour) [Combined In One PDF]	10 MB
<input type="checkbox"/> PAN Card (If Individual) <input type="checkbox"/> KYC Documents <input type="checkbox"/> Photographs	
<input type="checkbox"/> Name proof certificate (If Proprietorship Firm) <input type="checkbox"/> Relevant Affidavit If Any.	
<input type="checkbox"/> PAN Card (If Company/Partnership Firm/ LLP) <input type="checkbox"/> KYC Documents Of ALL Individuals with photographs	
<input type="checkbox"/> Directors Resolution (If Company) <input type="checkbox"/> Authorization Letter (If Partnership Firm)	

E-DOCUMENTS REQUIRED ON STAGE 6

<input type="checkbox"/> <u>Encumbrance certificate [PDF]</u>	}	100 MB
<input type="checkbox"/> <u>Commencement certificates</u> (Raja Chitthi of all Blocks of Project) <i>[Combined in One PDF]</i>		10 MB
<input type="checkbox"/> <u>Approved Building Plan/Plotting Plan</u> (Approved Plan of all blocks) <i>[Combined in One PDF]</i>		[By Competent Authority]
<input type="checkbox"/> <u>Approved Layout Plan [PDF]</u>		100 MB
<input type="checkbox"/> <u>Performa for Sale Agreement [PDF]</u>		10 MB
<input type="checkbox"/> <u>Land Document [Combined in One PDF]</u>		100 MB
<input type="checkbox"/> <i>Purchase deed</i> <input type="checkbox"/> <i>Sale Deed of Land</i> <input type="checkbox"/> <i>Mortgage deed</i> <input type="checkbox"/> <i>Reconveyance deed</i> <input type="checkbox"/> <i>Lease deed</i>		
<input type="checkbox"/> <i>Index Copy</i>		
<input type="checkbox"/> <u>Registered Development Agreement</u> (All land Documents of Land Owner)		
<input type="checkbox"/> <i>Gam Namuna – 6</i>		
<input type="checkbox"/> <i>Form F</i>		
<input type="checkbox"/> <i>Google Earth Site Photo with actual Latitude-Longitude of Project Polygon</i>		
<input type="checkbox"/> <u>Approved section Plan/ Infrastructure Plan by Competent Authority [PDF]</u>		100 MB
<input type="checkbox"/> <u>Area development Plan [PDF]</u>		100 MB
<input type="checkbox"/> <u>Performa For Allotment Letter [PDF]</u>		10 MB
<input type="checkbox"/> <u>Draft Brochure of current project [PDF]</u>		100 MB
<input type="checkbox"/> <u>All NOCs from Authorities [PDF]</u>		10 MB
<input type="checkbox"/> <i>Non Agriculture (NA) Order</i> <input type="checkbox"/> <i>Airport</i> <input type="checkbox"/> <i>Railway</i> <input type="checkbox"/> <i>Environment</i> <input type="checkbox"/> <i>NOC</i> <input type="checkbox"/> <i>Other</i>		
<input type="checkbox"/> <u>Noterized Declaration with Photograph (Form B) As per RERA Act. [PDF]</u>		10 MB
<input type="checkbox"/> <u>Performa for Sale deed [PDF]</u>		100 MB
<input type="checkbox"/> <u>Project Site photo (In Colour) [Separate JPEG]</u>		10 MB
<input type="checkbox"/> <i>Entire Project Site Photographs (Envisaged) - All directions</i> <i>(North, South, East, West, Top) with Caption of Direction on Photographs - 5 nos.</i>		
<input type="checkbox"/> <i>Current Construction Status of Site Photographs (Actual) - All directions</i> <i>(North, South, East, West) with Caption of Direction on Photographs - 4 nos.</i>		
<input type="checkbox"/> <u>Project Specification [PDF]</u> <i>(Details mentioning type of structure, flooring, door windows, plumbing and sanitary wears, fire, lift and capacity, solid waste, renewable energy etc. of the project)</i>		10 MB
<input type="checkbox"/> <u>7/12 Documents - Combined one PDF [Combined in One PDF]</u>		100 MB
<input type="checkbox"/> <i>7/12 Form</i> <input type="checkbox"/> <i>8A Form</i> <input type="checkbox"/> <i>City Survey/Property Card</i> <input type="checkbox"/> <i>Gam Namuna-2</i> <input type="checkbox"/> <i>Kaachi Nondh</i>		
<input type="checkbox"/> <u>Title Clearance Certificate [PDF]</u> <i>(Title Clearance Certificate by Qualified & 10 years experienced lawyers, Clearly Indicating Transferability of Land)</i>		100 MB
<input type="checkbox"/> <u>Title Report [PDF]</u> <i>(Title Search Report by 10 years experienced lawyers)</i>		100 MB

E-DOCUMENTS REQUIRED ON STAGE 7

NIL

E-DOCUMENTS REQUIRED ON STAGE 8

NIL