

Gujarat Real Estate Regulatory Authority

CHECKLIST OF KEY INFORMATION REQUIRED BEFORE “PROJECT APPLICATION SUBMISSION” ONLINE

STAGE 1 PROMOTER DETAILS

- 1. Promoter details:** Type of promoter, Name, Pan No., Email, Mob. No., Address, Company Registration No. (Applicable in case of Firm),
- 2. Authorized signatory:** Name, Email-ID, Mobile No. , Address, Photograph.
- 3. Project head:** Name, Email, Mobile No., Address, and Photograph.
- 4. RERA Reg. No. (Other States/UTs):** If applicable of other state or other project.
- 5. Previous project Detail:** Last five Years: Project name, Project description, Current status, Type of land, Address.

STAGE 2 PROJECT DETAILS: FOR REGISTRATION

Project Name, Project Description, Project Type, Project Status, Project Start Date and project End Date, Total Area of Land, Total Open Area, Total Covered area, Project Address, Authority, Physical Application Submission Office, Application No. Garage Available for Sale, Total Area of Garage, No. of Open Parking, Area of Open Parking, No. of Covered Parking, Total Area of cover Parking, Estimated cost of construction (INR), Land Cost(INR), Total Project Cost (INR).

Development Details for Registration

Type of Inventory, No. of inventory Available for Sale ,Carpet Area (sq.mtr.), Area of exclusive balcony/verandah(sq.mtr.), Area of exclusive open terrace (sq.mtr.).

Internal Development Work for Registration

Road system, Water Supply, Sewage and Drainages, Electricity supply , Solid Waste Management

Project Agent Detail for Registration if Applicable

Agent Registration No. of RERA, Agent Name, Agent Address.

Project Architect Detail for Registration

Name, Email Id, Address, No. of key Projects completed, Reg. No. With CoA.

Project Structural Engineer Detail for Registration

Name, Email Id, Address, No. of key Projects completed, Local Authority License No.

Project Contactor Detail for Registration

Name, Email Id, Address, No. of key Projects completed, Year of Establishment.

STAGE 3 BLOCK DETAIL ENTRY AND FORM-1 (ARCHITECT CERTIFICATE)

Project Block Details:

Total No. of unique Block/Type/Wing/Bungalow/Category, Block Name for the entered no. of blocks

Form-1, Table (A):

Excavation (%), Total No. of Basement(s) and Plinth (No. & %), Total No. of Podiums (No. & %), Stilt Floor (%), Total No. of slabs of superstructure (No. & %), Internal walls, Internal Plaster, Floorings within Flats/Premises, Doors and Windows to each of the Flat/Premises (%), Sanitary Fittings within the Flat/Premises (%), Staircases, Lifts Wells and Lobbies at each Floor level connecting Staircases and Lifts, Overhead and Underground Water Tanks (%), The external plumbing and external plaster, elevation, completion of terraces with waterproofing of the

Building/Wing (%), Installation of lifts, water pumps, Fire Fighting Fittings and Equipment as per CFO NOC, Electrical fittings to Common Areas, electro, mechanical equipment, compliance to conditions of environment/CRZNOC, Finishing to entrance lobby/s, plinth protection, paving of areas appurtenant to Building/Wing, Compound Wall and all other requirements as may be required to Obtain Occupation/Completion Certificate (%), NOC Name, Photograph

Form-1, Table (B): (% and Remarks)

Internal Roads & Footpaths, Water Supply, Sewerage (chamber, lines, Septic Tank, STP), Storm Water Drains, Landscaping & Tree Planting, Street Lighting, Community Buildings, Treatment and disposal of sewage and sullage water /STP, Solid Waste Management & Disposal, Water Conservation, Rain Water Harvesting, Percolating Well/Pit, Energy Management, Fire Protection and Fire Safety Requirements, Electrical Meter Room, Sub-station, Receiving Station, Fire-fighting facilities, Drinking water facilities, Emergency evacuation services, Use of renewable energy, Security using CCTV surveillance, Letter Box, Other details (Common Amenities), Name of Architect, CoA Registration No., CoA Registration valid till (date picker), Date of Physical Visit to site (date picker)

STAGE 4 FORM-2 (ENGINEER CERTIFICATE)

Total Estimated Cost of completion of the building(s) (Total of Table A and B) (INR), Estimated Cost Incurred till date (Total of Table A and B) (INR), Balance Cost of Completion of the Civil, MEP and Allied works of the Building(s) (Total of Table A and B) (INR), Name of Engineer, Local Authority license No., Local Authority license No. valid till (date picker), Date of Physical Visit to site (date picker)

STAGE 5 FORM-3 (CA CERTIFICATE)

Form-3 Certificate Details (As per RERA Regulation)

STAGE 6 PROJECT DOCUMENT UPLOADS

(AS PER KEY DOCUMENT CHECKLIST FILE)

STAGE 7 PAYMENT: ONLINE PAYMENT ON SBI E-PAY (ONLINE GATEWAY)

(AS PER KEY DOCUMENT CHECKLIST FILE)

STAGE 8 CONFIRMATION (REQUEST FOR ACKNOWLEDGEMENT) ON APPLICATION SUBMISSION