

CHECK LIST FOR SCRUTINY OF DOCUMENTS FOR REGISTRATION

NAME OF PROJECT:-.....

NAME OF PROMOTER:-.....

APPLICATION NO.:-.....

| S. No. | Document Type/ Information | Yes/ No (Comment, if required) | Sysd Plan | REMARKS (IV) |
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| (I) | (II) | (III) | | |
| 1. | Date of Submission of Online Application | | | |
| 2. | Project New or Ongoing: | | | |
| 3. | Residential/ Commercial/ Mixed: | | | |
| 4. | Name of Planning Area/Planning Authority: | | | |
| 5. | (i) Permit letter issued in form VIIIA to Promoter by Plan/Map Approving Authority Attached (Yes/No) Mention Name of Authority, date of Approval and Validity date in remarks | | | |
| | (ii) Sanctioned Plan, layout plan and specification of the proposed project. {Section 4(2)(d)} | | | |
| | (iii) Notice of Commencement in Form-X of Bihar Building Bye Laws, 2014, duly stamped by the competent/map approving Authority. {Section 4(2)(c)} | | | |
| | (iv) Latitude & Longitude of the end points of the project. {Section 4(2)(f)} | | | |
| | (v) Estimated Development Cost:- | | | |
| 6. | Bank Details:- (Whether the Account has been opened in the name of Project) {Scan copy of Bank A/c} {Section 4(2)(l)(D)} (a) Name of The Bank- (b) Account No.- (c) IFSC Code Bank Account No.- | | | |
| 7. | Promoters name and its Profile:- (i) Name, photograph, contact details and address of the promoter in case of individual. (ii) Name, photograph, contact details and address of the Partners & directors as the case may be {Rule 3(1)(g)} | | | |
| 8. | Financial Status:- (I) Copy of the PAN card and Aadhar Card of Promoter/ Developers {Rule 3(1)(a)} | | | |

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| | (II) Following Statements for Preceding three financial years ending on 31 st March (a) Annual Report Including (b) Balance Sheet (c) Audited P & L Statement (d) Cash Flow Statement (With Details of Inventory and Work in Progress, Sundry Debtors, Sundry Creditors etc.) (e) Notes on Accounts forming Part of Accounts (f) Director's Report (If the Promoter is LLP or Partnership firm, not required) (g) Auditor's report with Annexure (A&B) {Rule 3(1)(b)} (III) Fee Submitted:- {Rule 3(3)} (i) Total Area of Land (ii) Fee Paid | | |
| 9. | Details of Projects done in last five years:- {Section 4(2)(b)} | | |
| 10. | (i) Name of Agent (if any) {Section 4(2)(j)} (ii) Name of (i) Structural Engineer/s, (ii) Architect & (iii) Contractor (if any) {Section 4(2)(k)} | | |
| 11. | Form B:- Whether the name of Project & Promoter/ Company, date of completion of project mentioned in Form B. {Section 4(2)(l)} | | |
| 12. | (i) Proforma of Agreement for sale <ul style="list-style-type: none"> Must be as per RERA Rules. CIN No., PAN No. & Aadhar no. of the promoter mentioned in preliminary portion or not. Land Details in Clause A must be mentioned. Name of Project in Clause B must be mentioned. Schedule C booking amount must not be more than 10%. Schedule C payment plan must be proportional. {Section 4(2)(g)} | | |
| | (ii) Proforma of Allotment Letter {Section 4(2)(g)} | | |
| | (iii) Proforma of Conveyance Deed {Section 4(2)(g)} | | |
| 13. | (i) Khatian/ Land Deed <ul style="list-style-type: none"> Mutation/Current Revenue Receipt | | |

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| | <ul style="list-style-type: none"> • LPC/ Copy of Jamabandi {Rule 3(1)(d)} | | |
| 14. | <p>(i) Where the promoter is not the owner of the land on which development of project is proposed details of the consent of the owner of the land along with a copy of the collaboration agreement, development agreement, joint development agreement or any other agreement, as the case may be, entered into between the promoter and such owner and copies of title and other documents reflecting the title of such owner on the land on which project is proposed to be developed {Rule 3(1)(f)}</p> <p>(ii) Current Non-Encumbrance Certificate.</p> <p>(iii) Details of encumbrance on the land on which development of project is proposed including details of any right, title interest, dues, litigation and name of party in or over such land or non encumbrance certificate through an advocate having experience of at least ten years from the revenue authority not below the rank of Circle Inspector, as the case may be Whether non-encumbrance is available. {Rule 3(1)(e)}</p> <p>(i) Total area of the land in decimal. (also mention whether matches with site area given in MAP)</p> <p>(ii) Khata No.-</p> <p>(iii) Khesra No.-</p> <p>(iv) Whether Khata, Khesra Numbers match with that of given in sanctioned plan and that of mentioned in online application and that of in NEC are same or not.</p> | As per Annexure attached | |
| 15. | <p>Project Related Documents: {if applicable}</p> <p>(i) Environmental Clearance Certificate</p> <p>(ii) NOC From Airport Authority of India</p> <p>(iii) NOC from Fire Service Authority</p> | | |
| 16. | Whether the no. type and carpet are open area, Packing area/ garages mentioned | | |
| 17. | <p>External Development Work along with amenities & facilities in the common areas. {Rule 3(1)(h)(i)}</p> | | |
| 18) | Now the registration may be considered/ Query may be sent. | | |

18. All the fields of the online application are filled in.