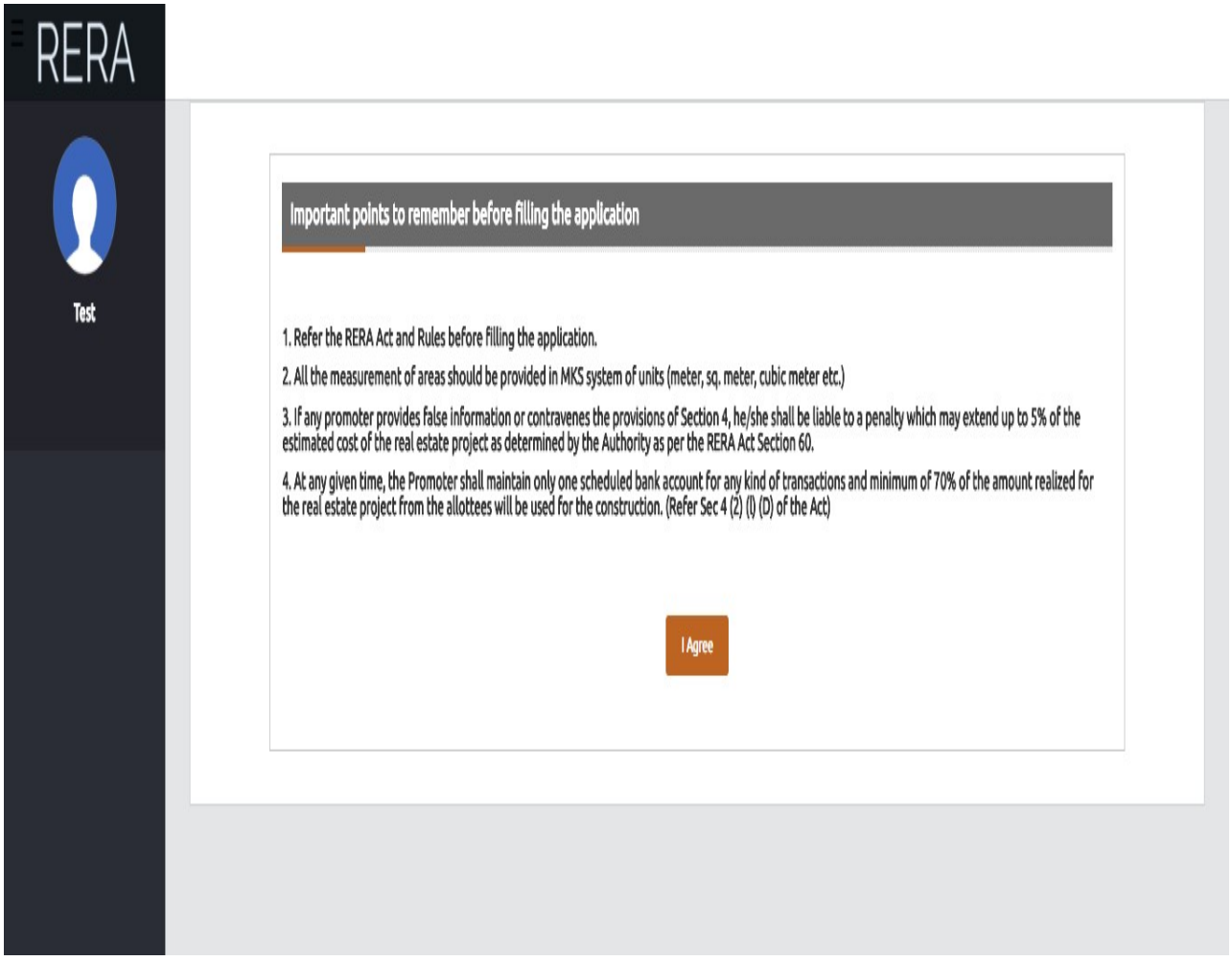
REAL ESTATE REGULATORY AUTHORITY
KARNATAKA

User Manual – Post Registration and Quarterly Update (Plots)

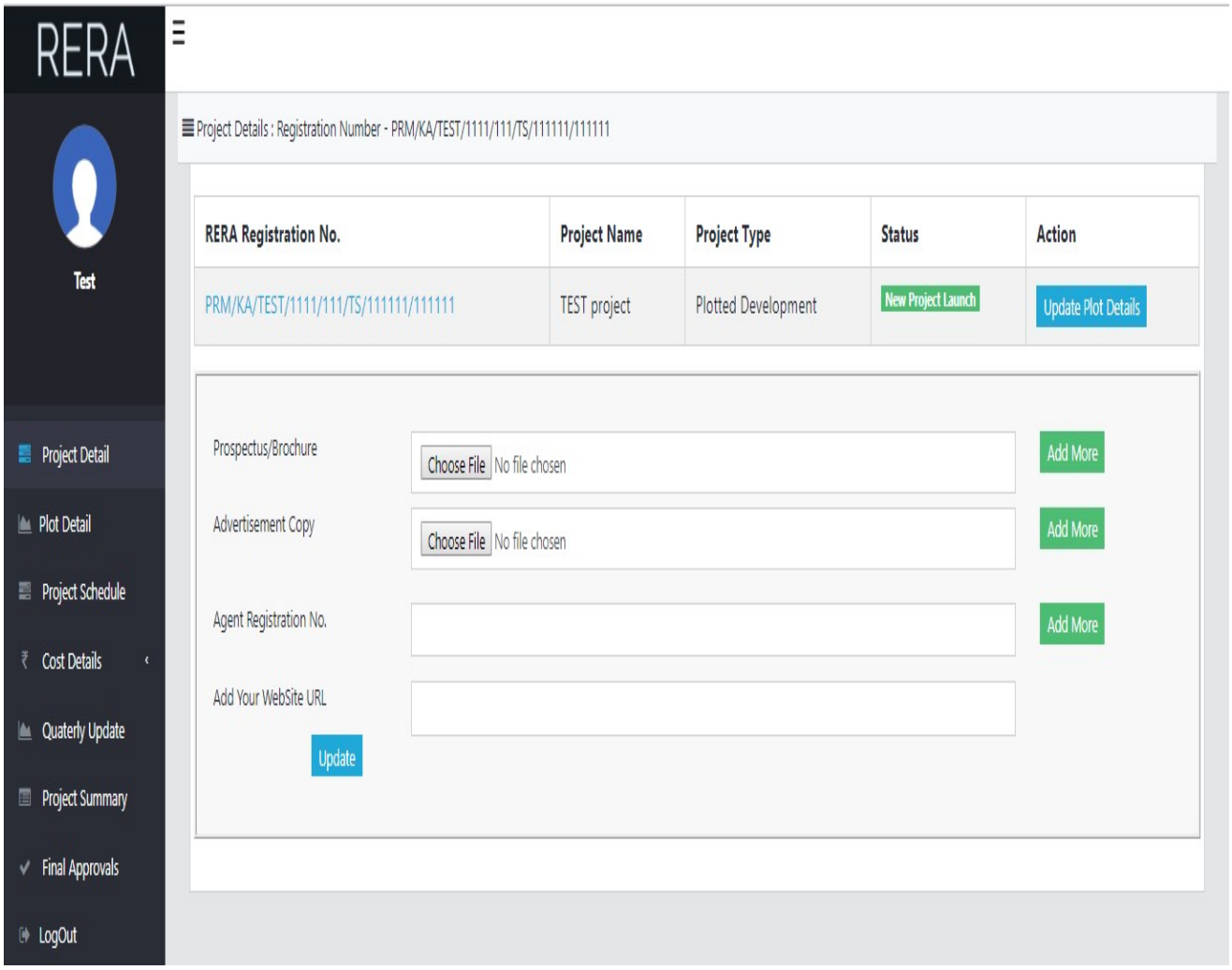
5/22/2018

This document contains step by step instructions to fill the Post Registration and Quarterly Update details of the project

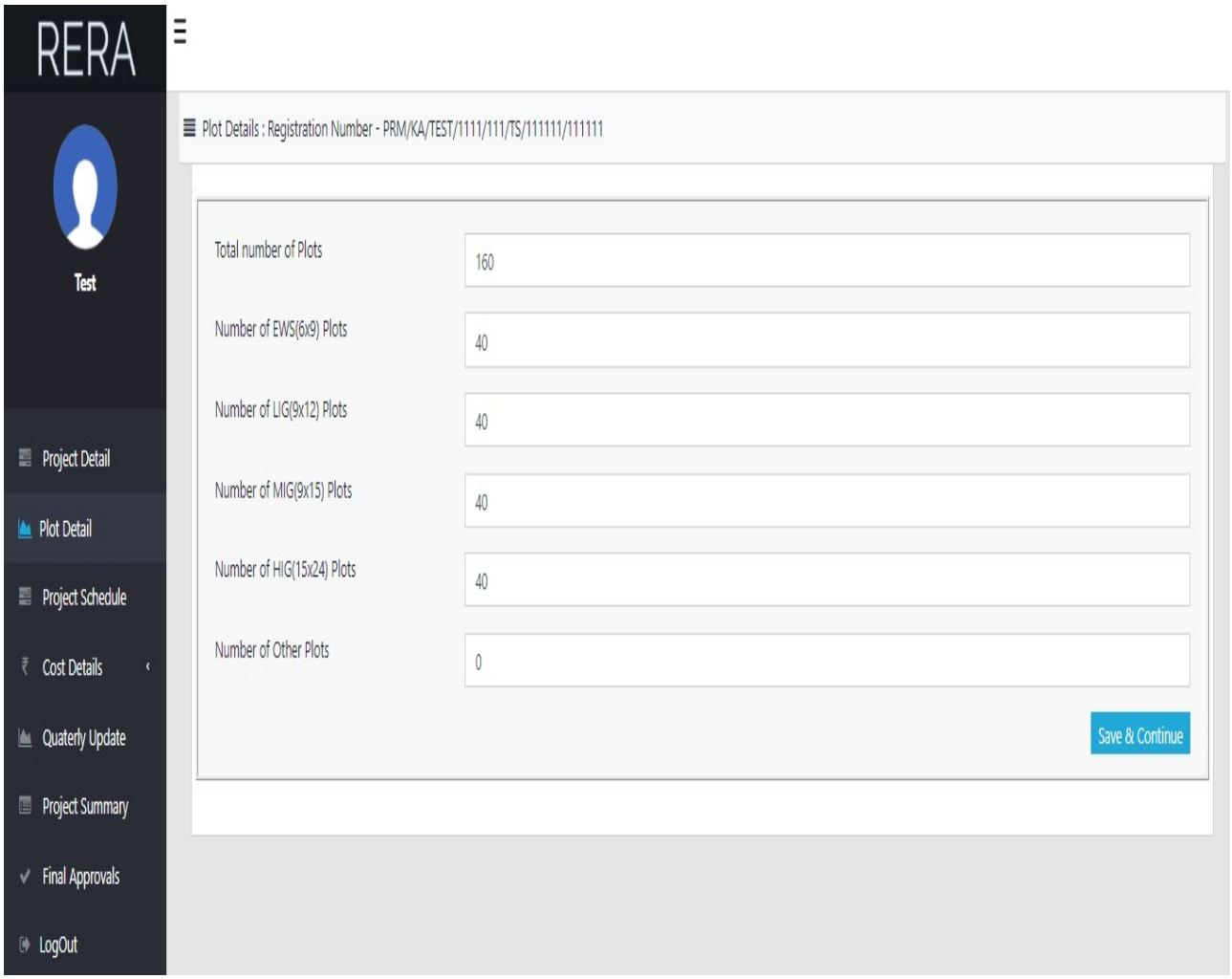
Step 1: Read the terms and click on I Agree to proceed further



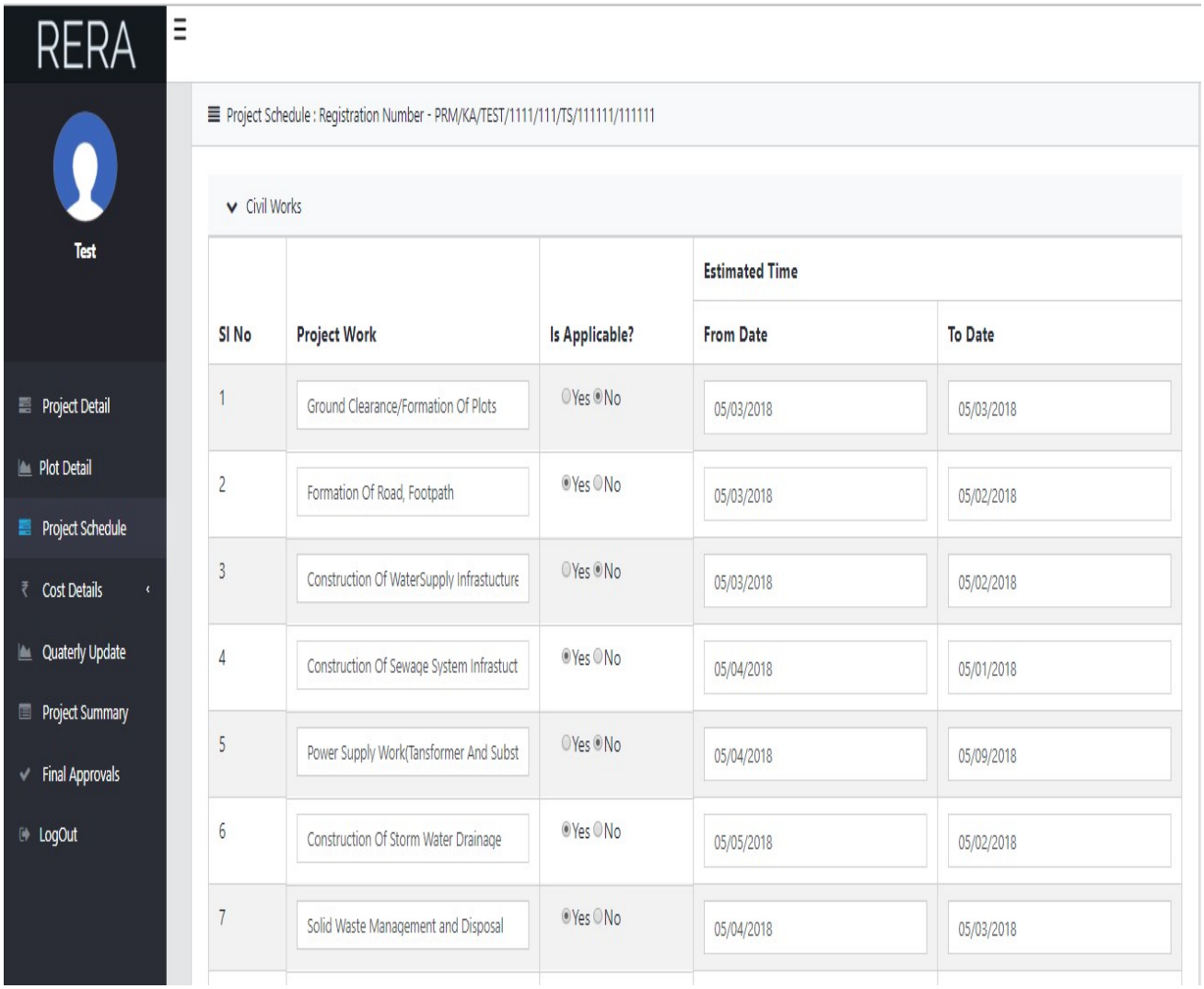
Step 2: The Project Name, Registration number, Type, Status and Agent registration number will be available. Attach the project brochure or an advertisement copy, enter the website address of the project if any and attach a photo of the project. Click on save button after entering the details



Step 3: Enter the plot details i.e. the total number of plots category wise. Click on save button to move to next page

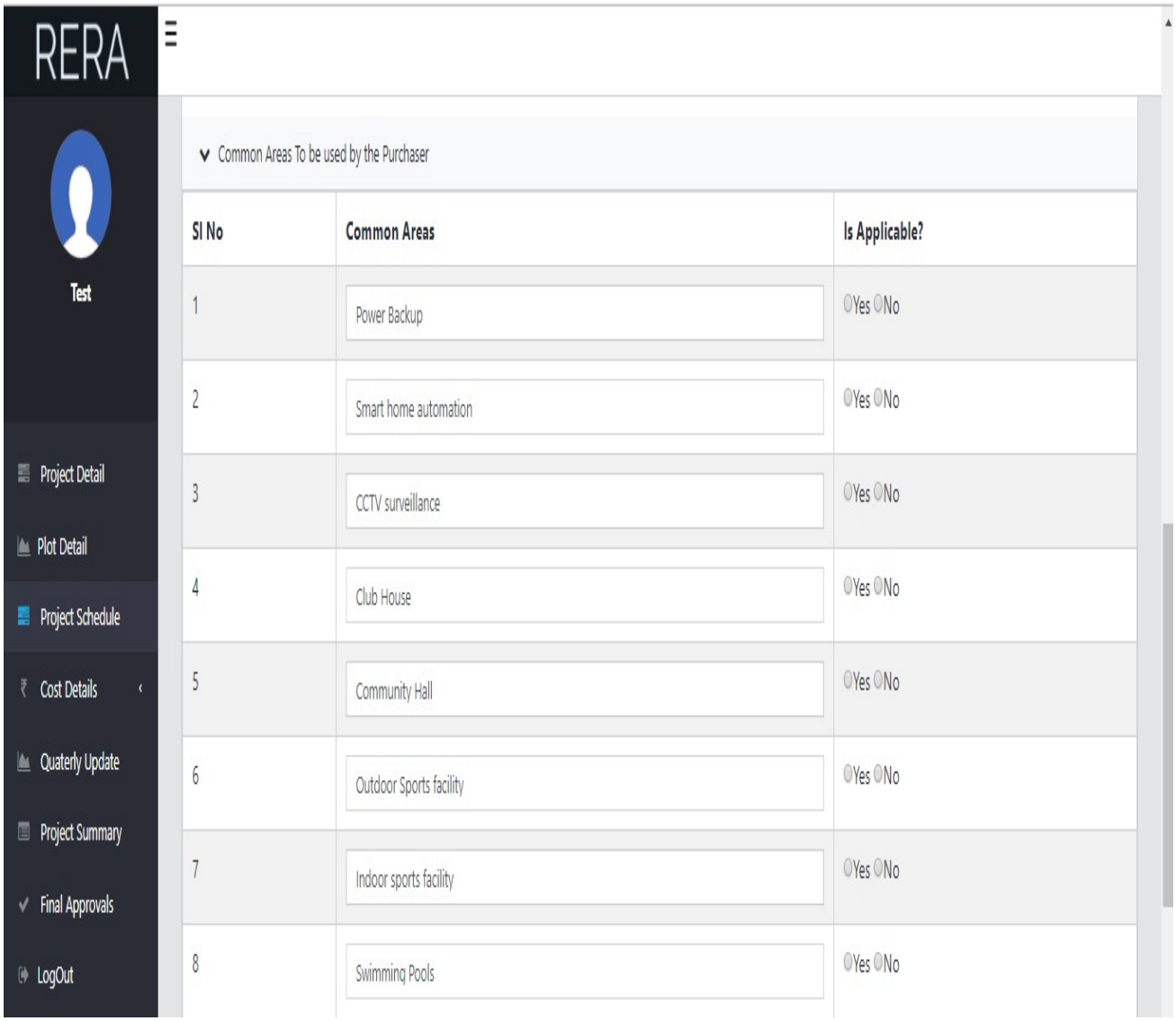


Step 4: Click on the applicable civil work for the project and the estimated time of completion for each applicable civil work. Click on save button to move to next page

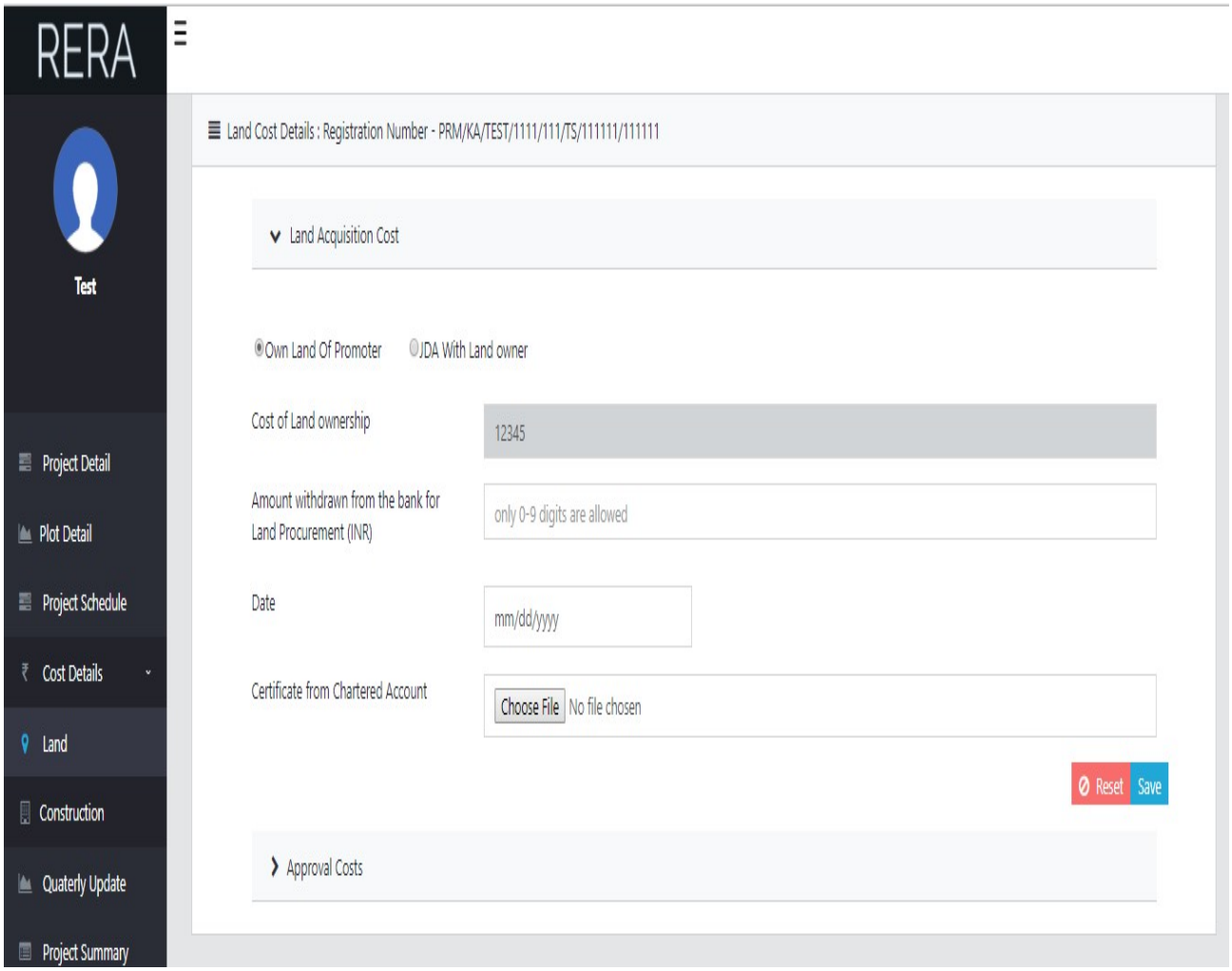


Step 5: Enter the details of Common areas that is to be relinquished to Local Authority/Planning Authority. Click on save button to move to next page

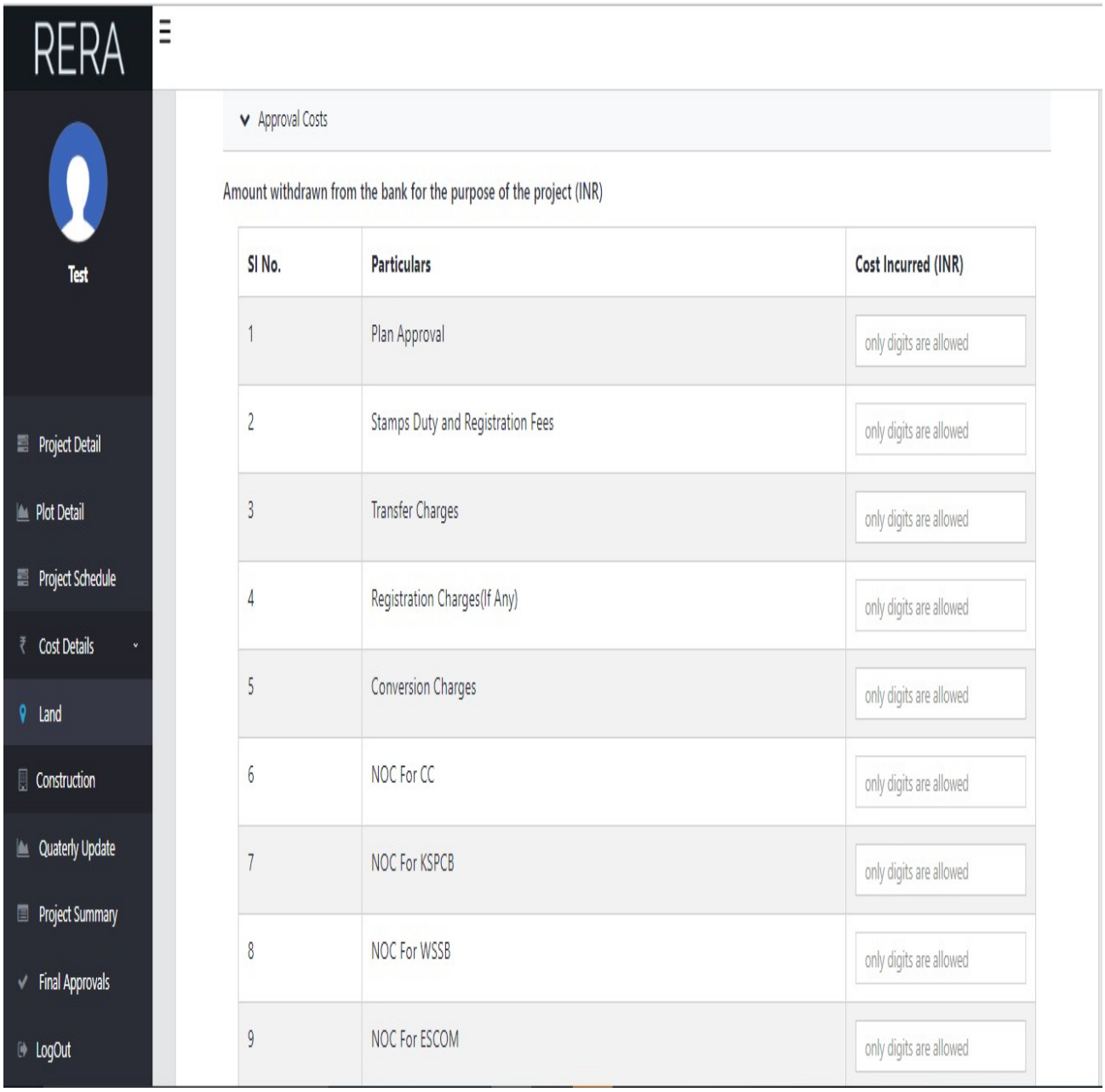
Step 6: Click on the applicable Common Area that will be used by the purchaser. Click on save button to move to next page



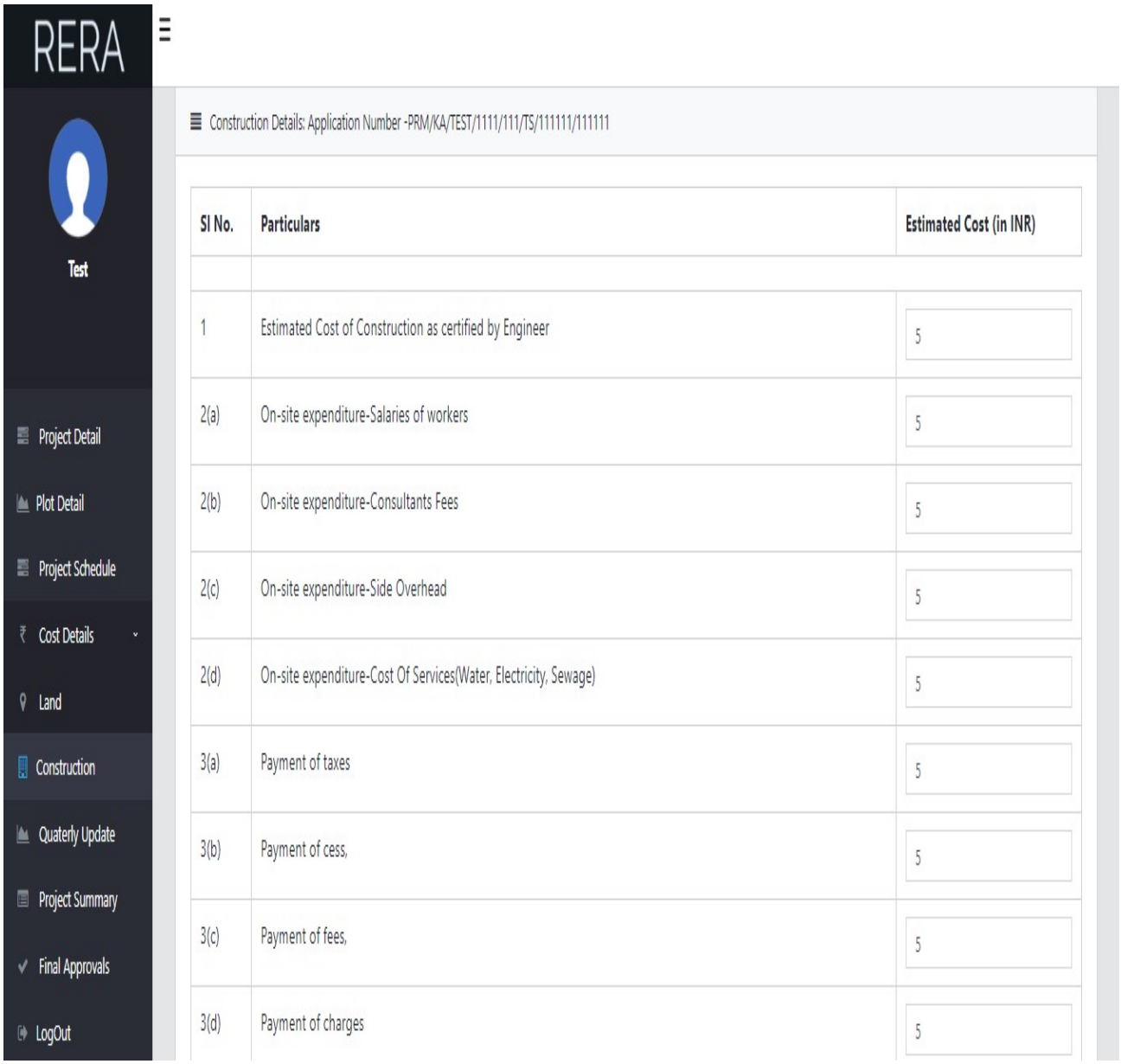
Step 7: Enter the Land acquisition cost details. The certificate of the CA is available in the 'downloads' section of the RERA portal. Click on save button to move to next page



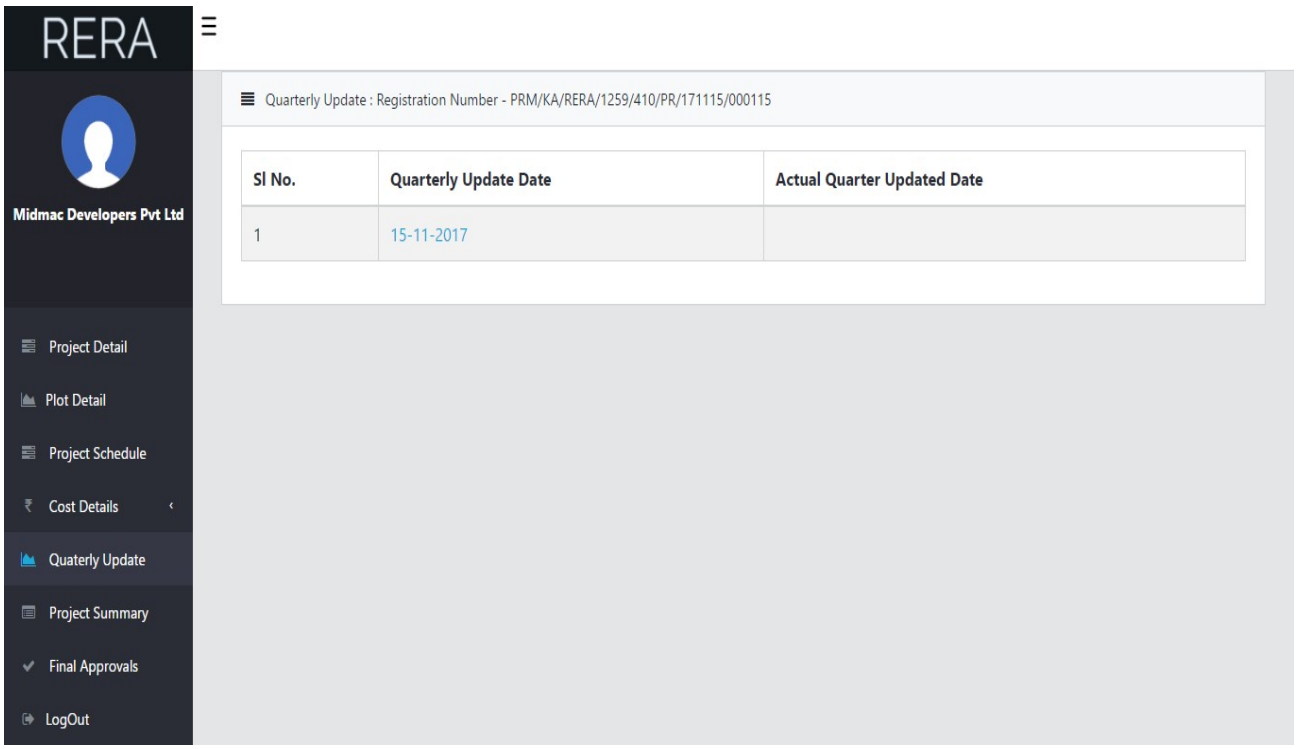
Step 8: Enter the Approval cost details. The certificate of the CA is available in the 'downloads' section of the RERA portal. Click on save button to move to next page

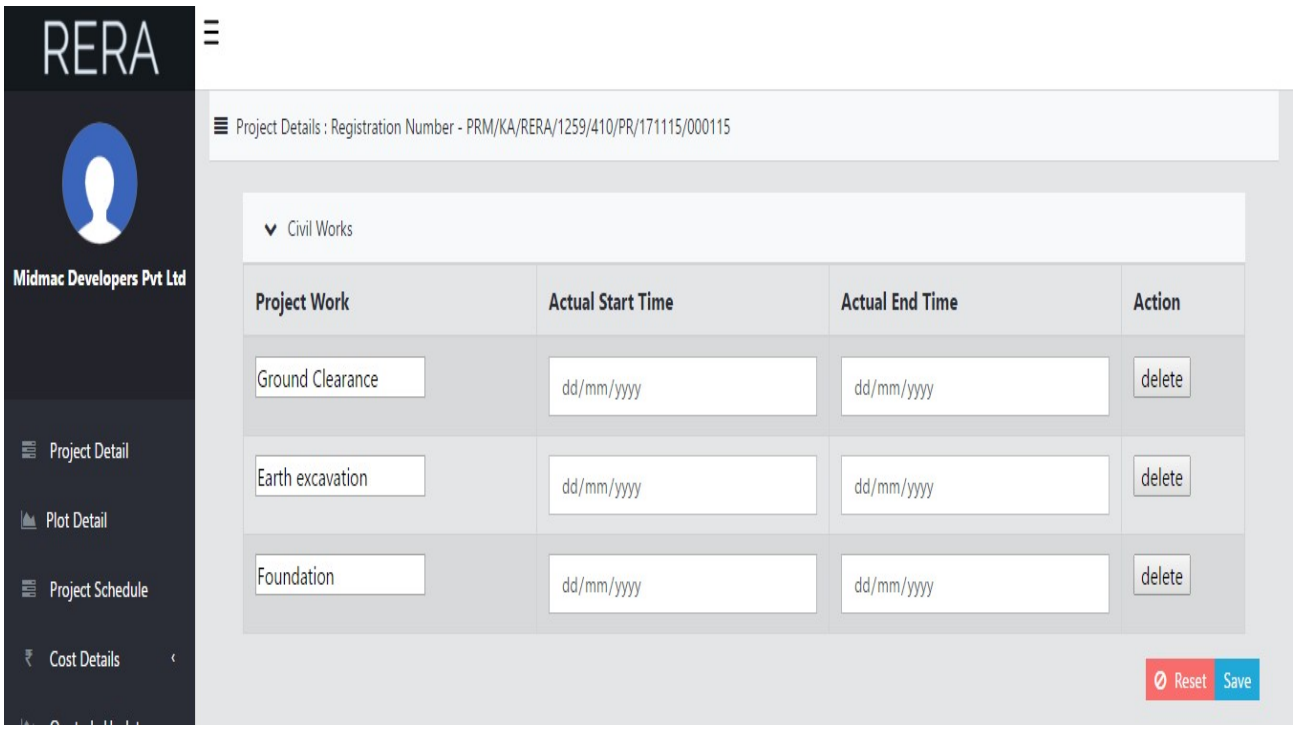


Step 9: Enter the Construction cost details. The total estimated cost of construction for the project entered at the time of project registration is available at the bottom for reference. Click on save button to move to next page

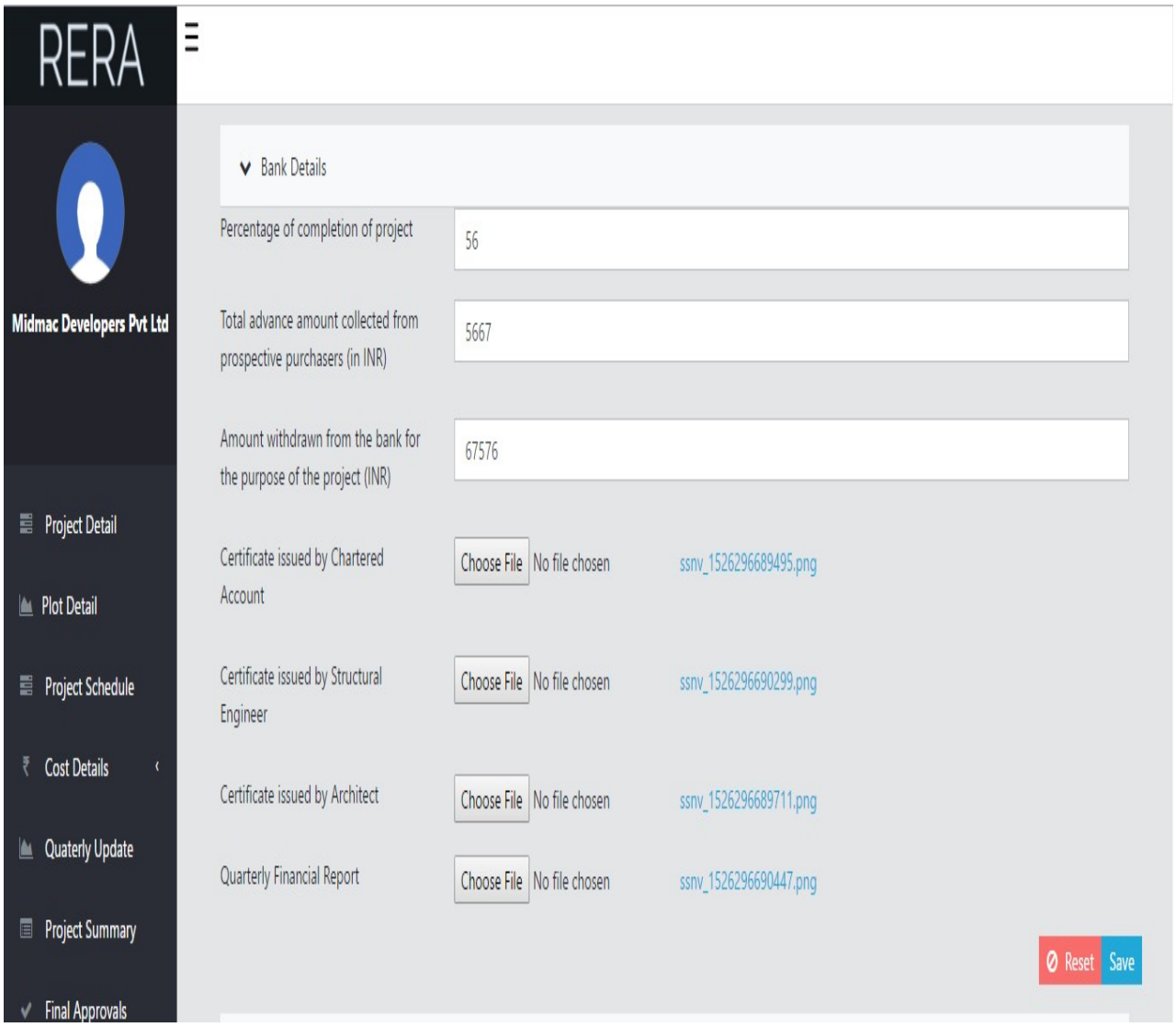


Step 10: From here, the Promoter will have to provide the status of the project every quarter. All the applicable civil work will be listed here. Enter the actual date on which the civil work was complete, else delete the civil work for this quarter and enter the actual date of completion during whichever quarter it was done. The civil works keeps popping every quarter until the actual date is entered. Click on save button to move to next page

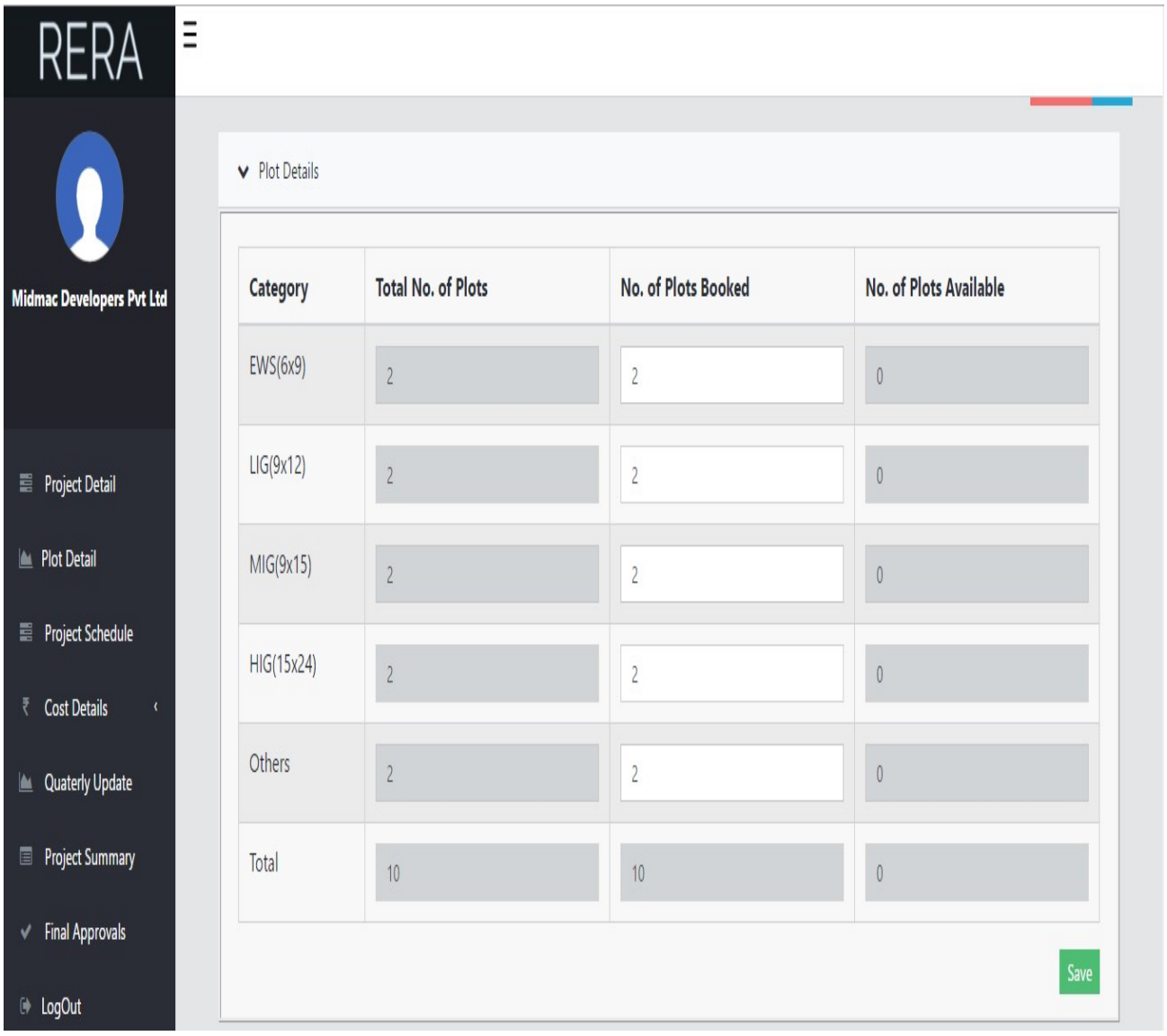




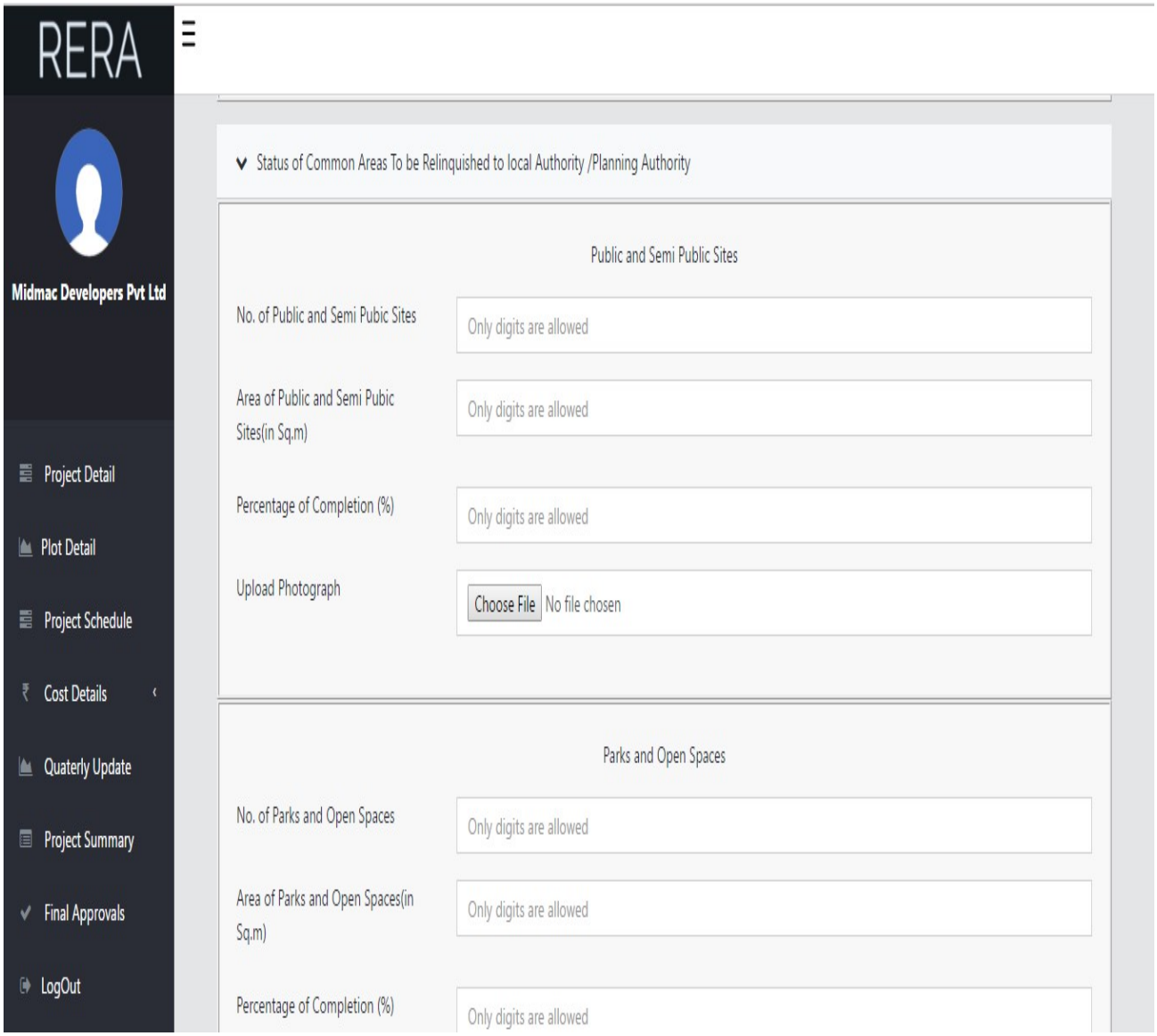
Step 11: Enter the Bank details of the project every quarter and attach certificate signed by Architect, CA, Structural Engineer and a Quarterly Financial report. All these certificated are available in the 'downloads' section of the RERA portal. Click on save button to move to next page



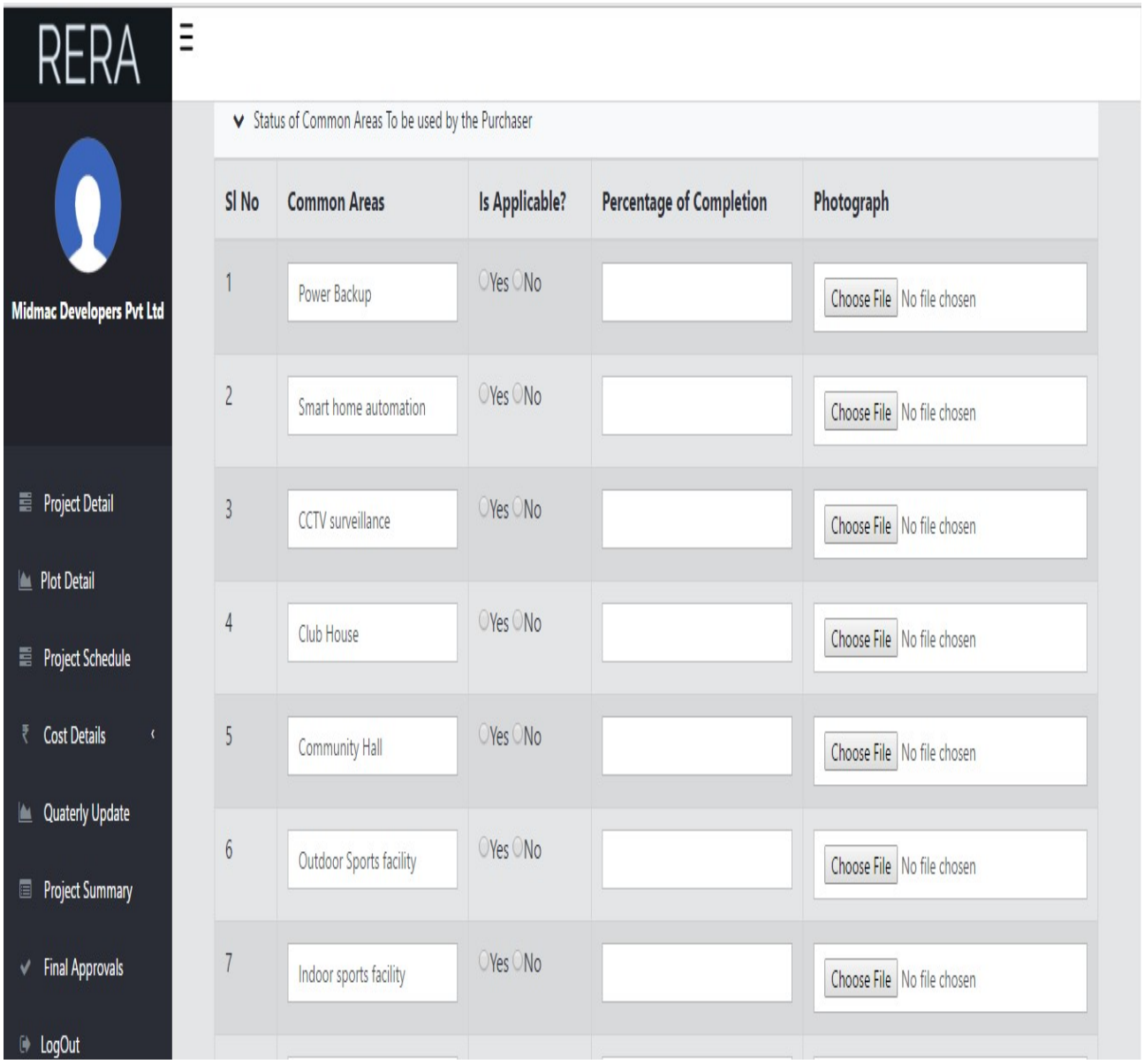
Step 12: Category wise number of plots will be auto filled. Enter the number of plots booked for each category. The available plots will be auto calculated. This will be updated every quarter. Click on save button to move to next page



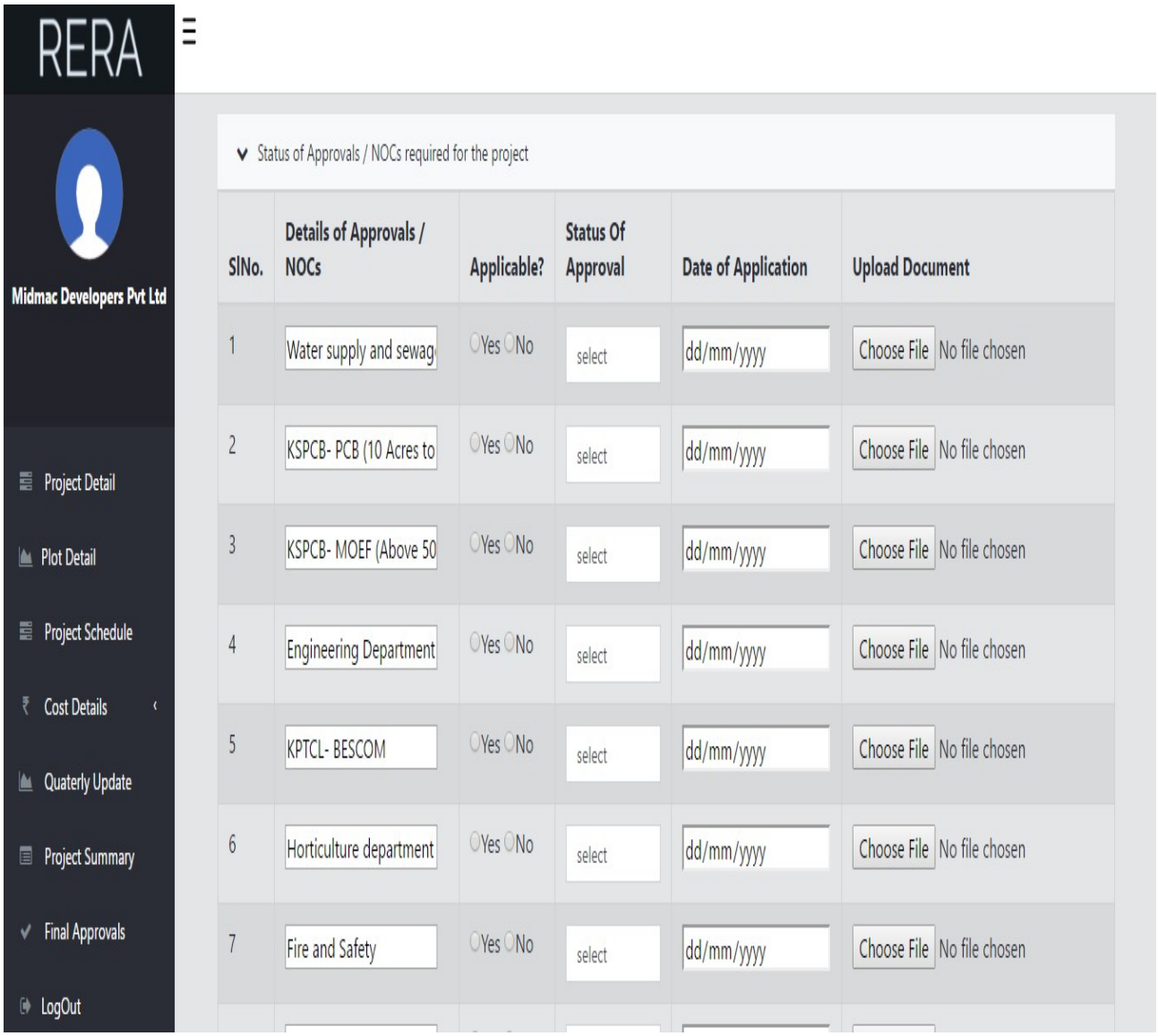
Step 13: Enter the percentage of work completed for the common areas and upload a photograph of the same. This will be updated every quarter. Click on save button to move to next page



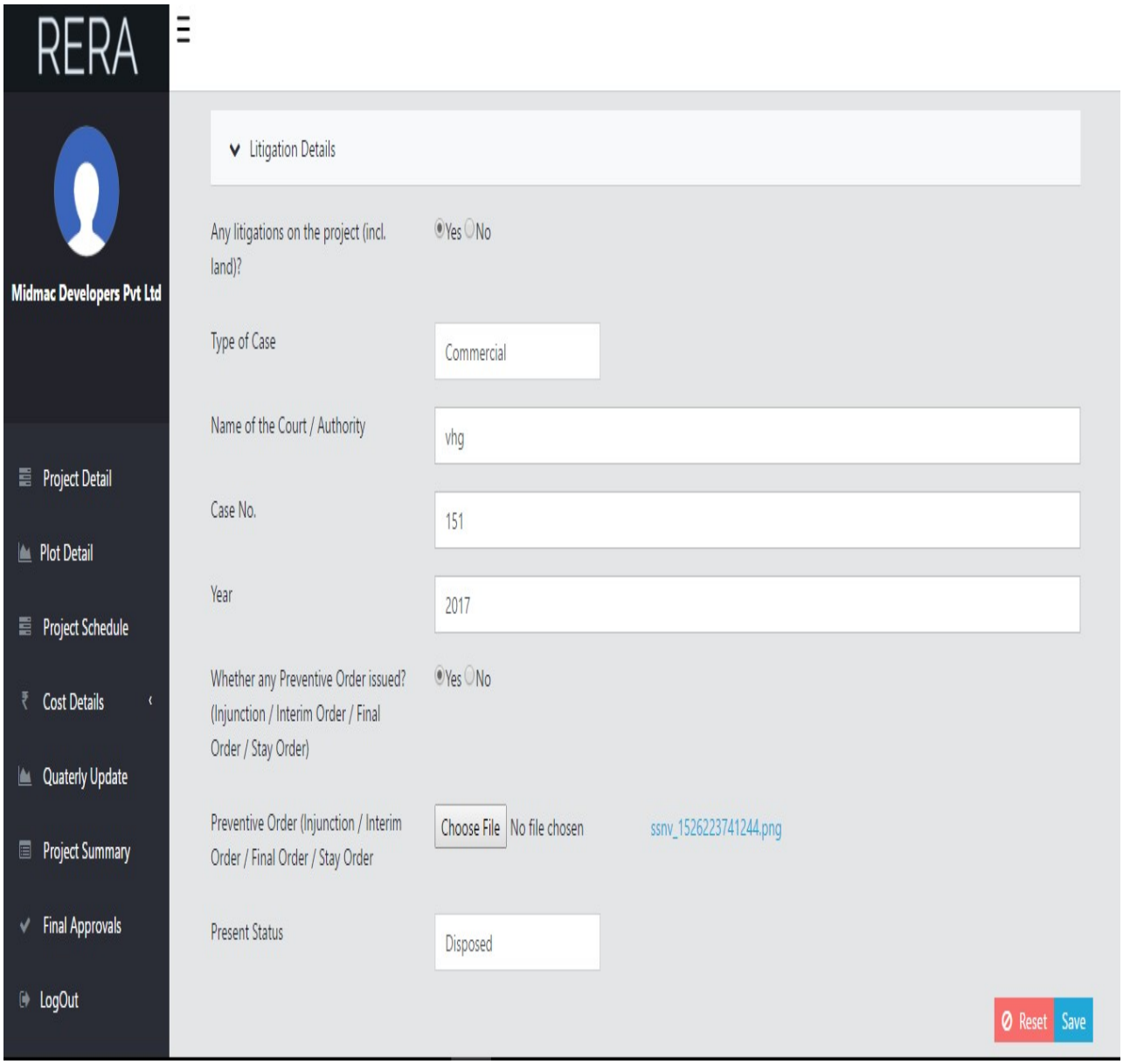
Step 14: Enter the percentage of work completed for the common areas that is to be used by the purchaser. This will be updated every quarter. Click on save button to move to next page



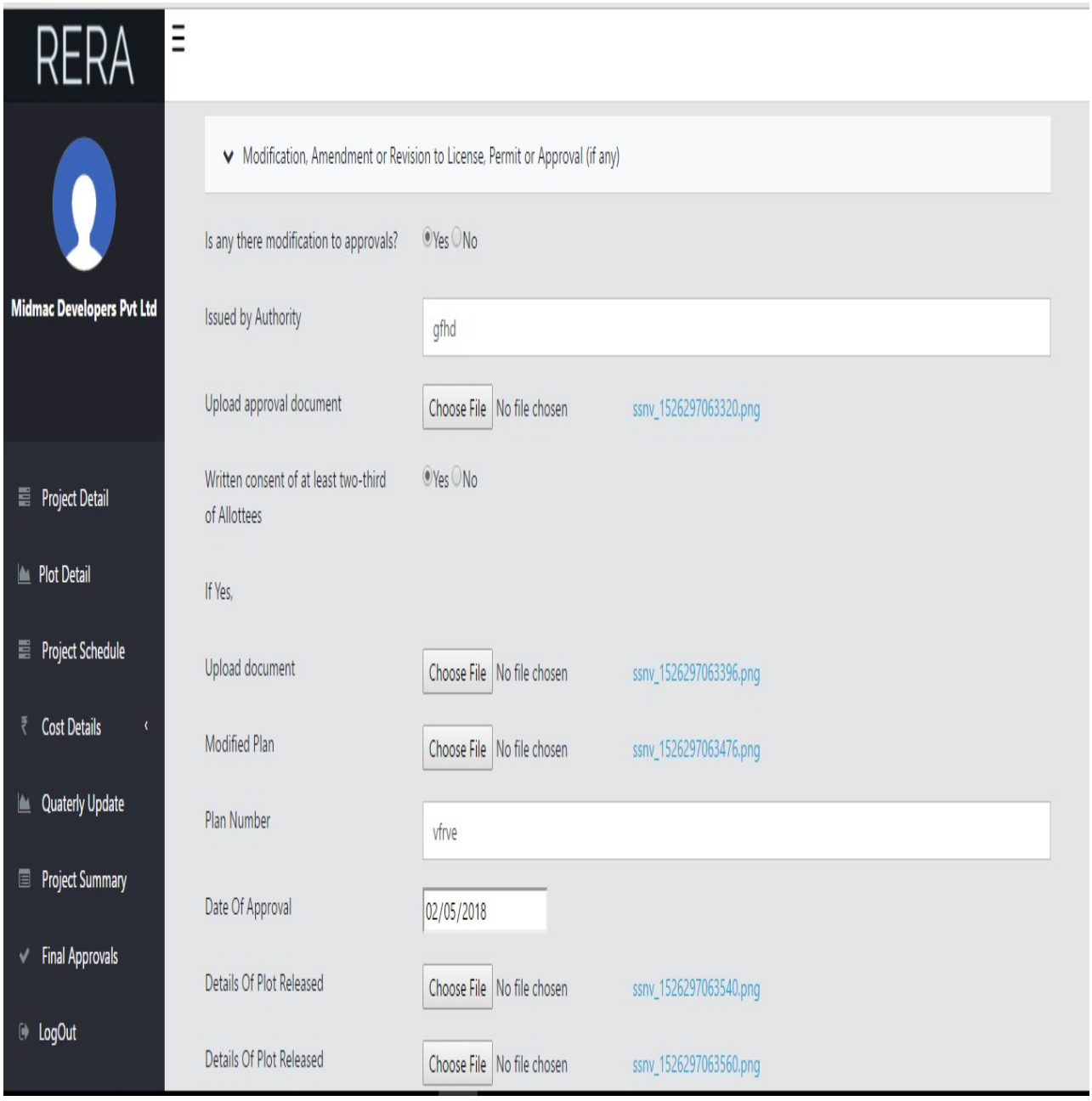
Step 15: Provide the status of each approvals/NOCs required for the project. The Approval/NOC copy must be attached. Click on save button to move to next page



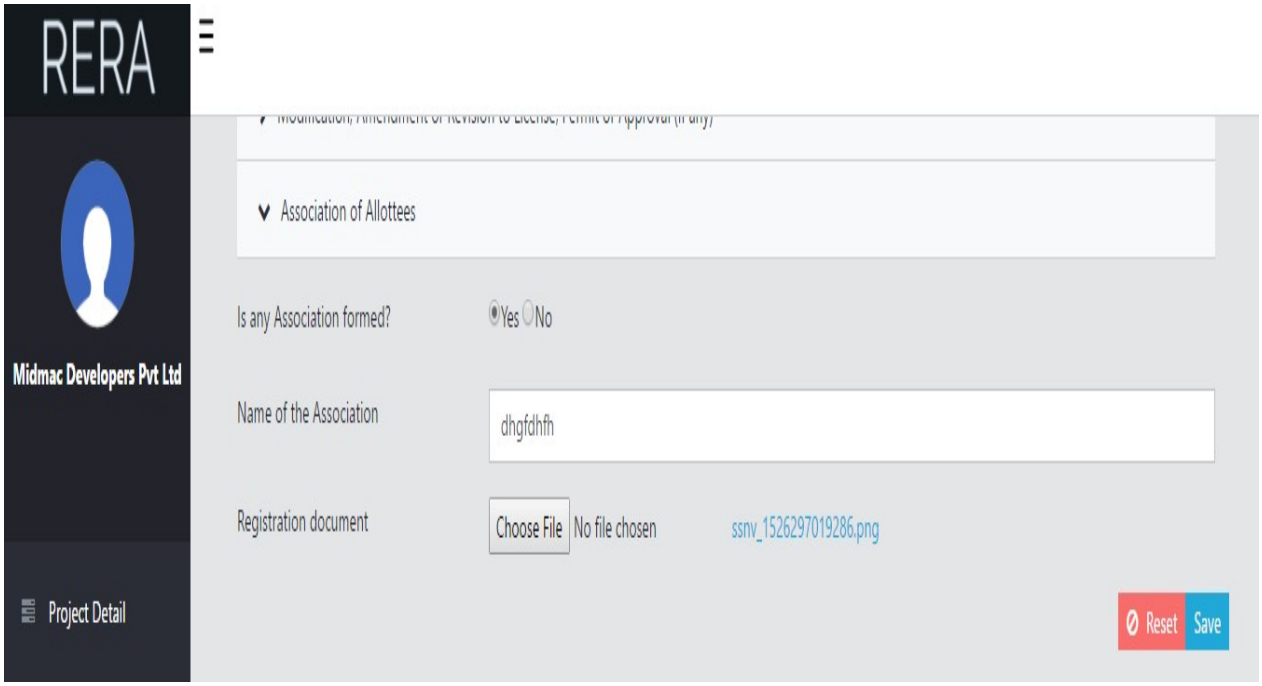
Step 16: If there is any case filed on the project, the details are to be provided in this section and attach supporting documents. Click on save button to move to next page



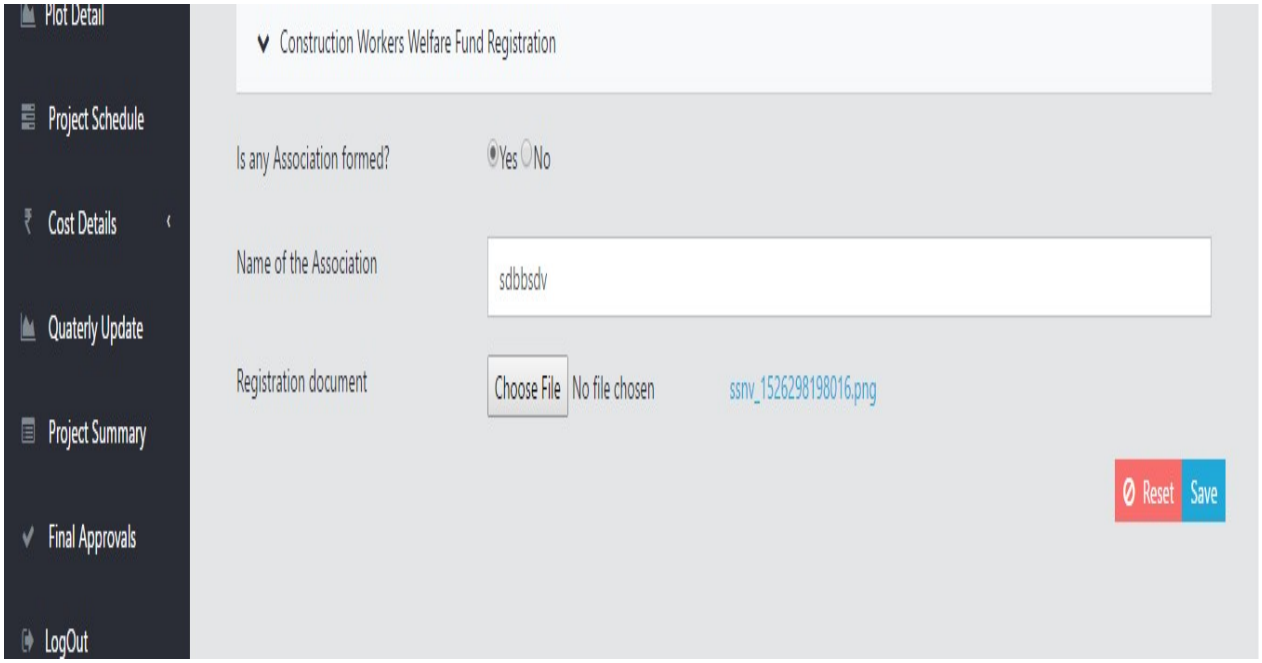
Step 17: If there is any modification in the project plan, the same has to be provided in the below section and attach supporting documents. Click on save button to move to next page



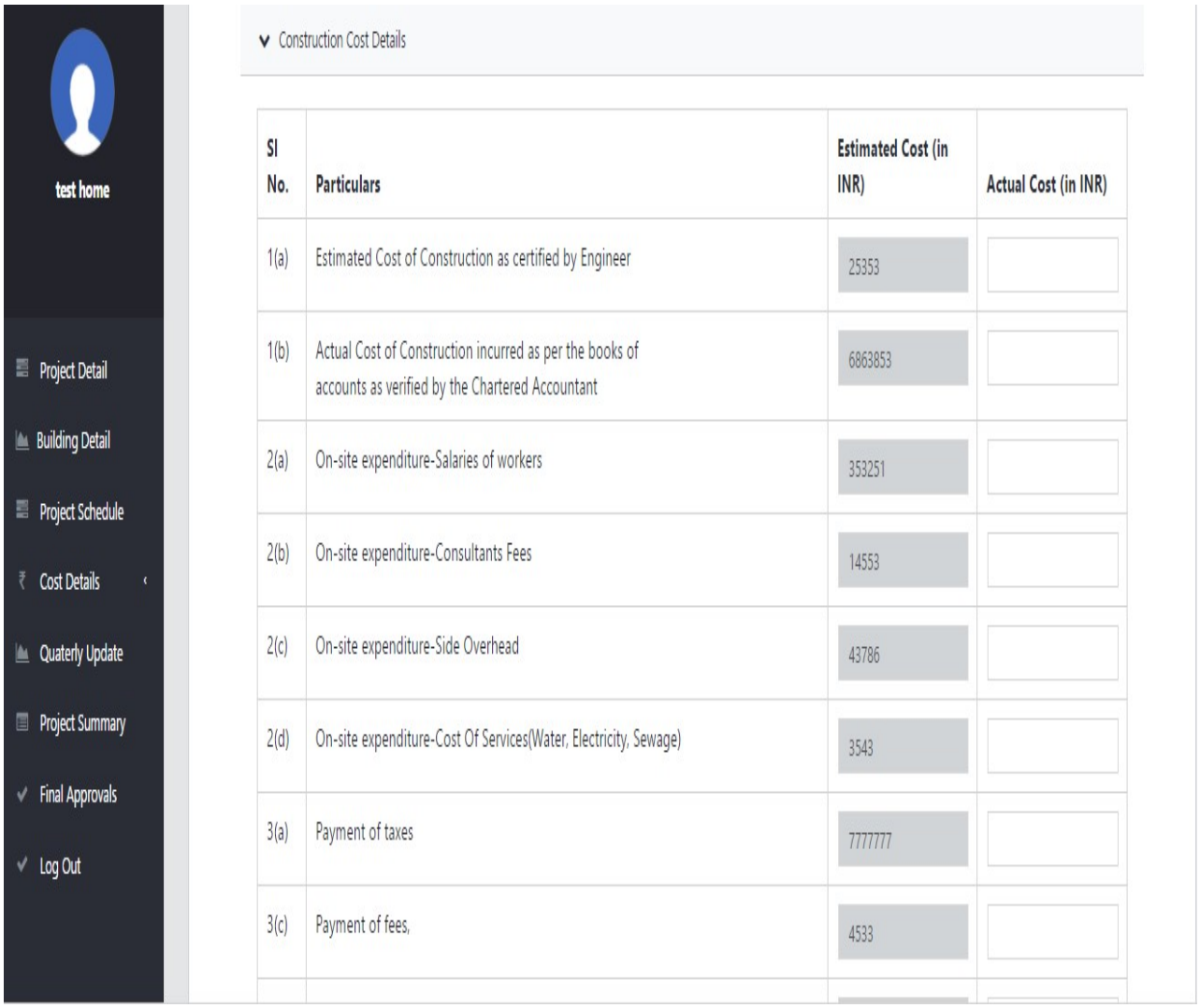
Step 18: Enter the details of Allottees association if any. Click on save button to move to next page



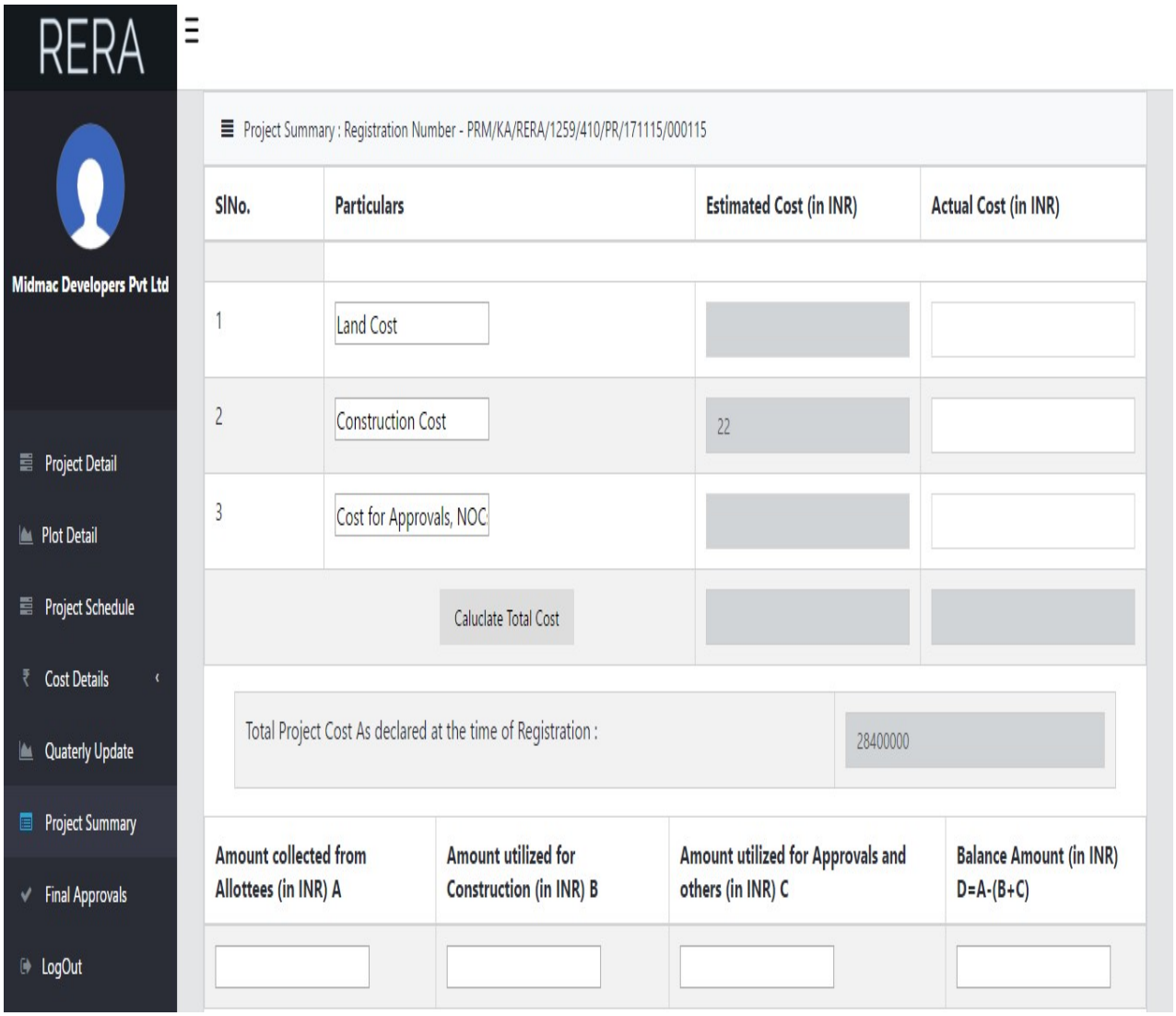
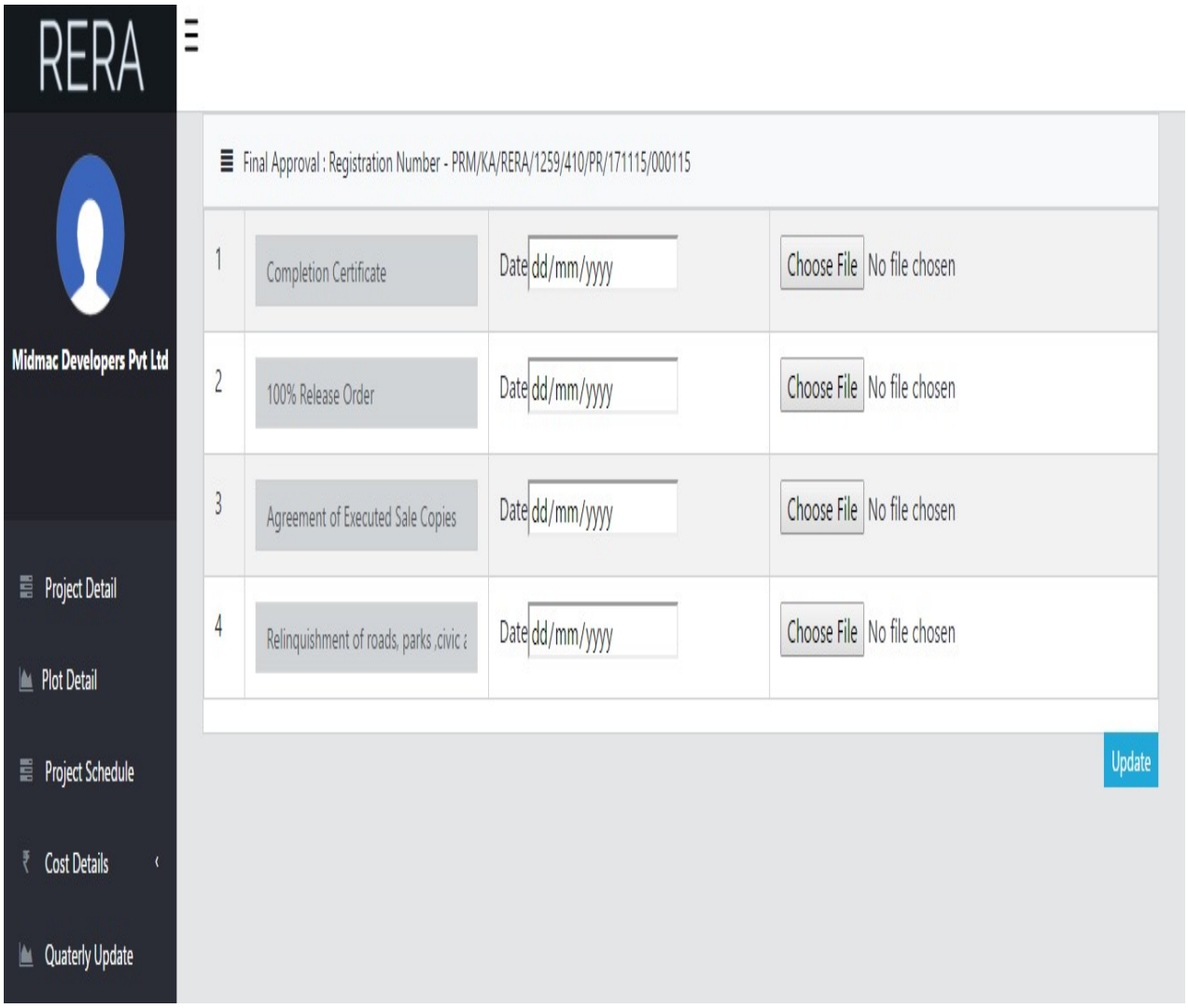
Step 19: Enter the details of Construction Worker's Welfare Fund if any. Click on save button to move to next page



Step 20: The actual construction cost must be entered every quarter. The estimated cost of construction will be available for reference. Click on save button to move to next page



Step 21: The Project Cost Summary must be filled during the closure of the project. Click on save button to move to next page. Click on the Submit button. A message will pop up confirming the submission. An email will also be sent to the registered mail id.



Step 22: If the project is complete, attach the final approval documents. This screen will appear only if the project is 100% complete.