

Form I

(see Regulation 3)

Application for registration of real estate project at
_____ (Name of ULB/Panchayat)

To

The Chairperson,

Odisha Real Estate Regulatory Authority,
Bhubaneswar.

For Office Use Only

Application Serial No: _____

Date: _____

Fees Paid: INR _____

Sir,

I/We hereby apply for the grant of registration of my/our project to be set up at

_____ Tehsil _____ District _____ State _____

1. Details of the applicant

Affix Size photograph of Promoter	Passport Size photograph of Promoter	Affix Size photograph of Promoter	Passport Size photograph of Promoter

- a. Name (Individual/ Entity): _____
- b. Type of Entity : _____
- c. Permanent/ Registered Address _____
- d. Company Registration Number (As applicable): _____
- e. PAN Number: _____
- f. Name (s) of chairman of the governing body / partners / directors etc. (As applicable):

- g. Registered Phone number and email id:

- h. PAN Number

- 2. Basic Information of Project - to be filled in **Annexure 1** to this form
- 3. Details for project to be registered - to be filled in **Annexure 2** to this form
- 4. Details of the fees for registration - to be filled in **Annexure 3** to this form
- 5. Checklist of documents - to be filled in **Annexure 4** to this form

Annexure 1

Annexure 1

Brief details of the projects, launched by the promoter in the last five years (whether completed or being developed), [Refer sub-clause 2(b) to Section 4 of the Act]

Basic Information of Project in the last five years

Sl. No.	Name and address of the project	Project registration number (if any)	Type of Project ¹	Type of Land (ownership/ joint venture)	Status of project (Completed/ Ongoing)	If ongoing, project (delayed/ on time)	Cases Pending (Y/N)	Details of cases, if any	Payments Pending (Y/N)	Other Details, if any
	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

¹ used for any residential or commercial use such as residence, office, shop, showroom or godown or for carrying on any business, occupation, profession or trade, or for any other type of use

Annexure 2

Details to be provided for project to be registered

Sl. No.	Particular	Details		
1.	Name of the project			
2.	Type of Project ² (Residential/ Commercial/ Mixed/Plotting)			
3.	Address of the project			
4.	Details of the title-holder and land details			
	Name of the title holder			
	Name of the partner in the joint venture (if any)			
		Mouza	Khata No.	Plot No.
	Land Details			
	Area of plot			
	Classification of the plot			
	Plot area utilized for the project			
5.	Actual Date of Commencement of the project			
6.	Scheduled date of completion			

² used for any residential or commercial use such as residence, office, shop, showroom or godown or for carrying on any business, occupation, profession or trade, or for any other type of use

Annexure 2

Sl. No.	Particular	Details				
	of the project					
7.	Reasons for Delay (if any)					
8.	Types of units to be sold ³ - Nos.	Plots (1)	Residential units (2)	Commercial Units(3)	Mixed Units (4)	Other units(5)
9.	Details of Units (types of Units and their Details)					
		Carpet Area (sq. m) of each category	Area of balcony/, in each category	Area of exclusive open terrace (if any)		
i.	Type 1 (mention nos. of units)					
ii.	Type 2 (mention nos. of units)					
iii.	Type 3 (mention nos. of units)					
iv.	Type 4 (mention nos. of units)					
v.	Type 5(mention nos. of units)					
	<i>(Add rows as applicable)</i>					
10.	Types of Garages and Parking					
i.	Total Nos. of garages in the project (categorize by area and nos. of each category)	Area				

³ Specify type of units as Apartments, Plots, Bungalows, shops, units, others (mentions nos. of each category)

Annexure 2

Sl. No.	Particular	Details		
ii.	Total Nos. of covered Parking in the project (categorize by area and nos. of each category)	Area		
iii.	Total Nos. of open Parking in the project (categorize by area and nos. of each category)	Area		
11.	Details of the bank or banker with which account in terms of section 4 (2)(I)(D) of the Act will be maintained			
i.	Name of Bank/Banker/IFSC Code:			
ii.	Address and phone number of the Bank:			
iii.	Account Number :			
12.	Name and address of contractors, architects, structural engineers and other technical persons concerned with the proposed project			
	Name	Role (Architect, engineer, contractor, any other)	Registered Address, Phone no. email id	Registration. No.
13.	Name and address of the real estate agents with registration numbers for proposed projects			
	Name	Registered Address	Phone No. and email	Registration. No. (if any)
14.	Any other information the applicant may like to furnish			

Annexure 3**I. Fees for registration**

Application made under sub-section (1) of section 4 of the Act for grant of registration of projects, shall be accompanied by a registration fee specified in regulation 4. The payment of fees shall be accepted in shape of a demand draft or pay order from a scheduled bank in favour of the Authority or through any other form that may be specified by the Authority from time to time like through debit and credit cards, online payment etc.

Sl. No.	Particular	Details
1.	Demand draft Number.	
2.	Online transaction reference Number	
3.	Name of Bank	
4.	Date of drawing demand draft or online transaction	

Annexure 4**II. List of Documents to be enclosed**

Sl. No.	List of Documents	Tick as applicable
1	Authenticated copy of the PAN card of the promoter;	
2	A brief details of enterprise including its name, registered address, type of enterprise (Proprietorship, societies, partnership, companies, competent authority)	
3	The copy of registration/incorporation certificate, the name and 2 passport size photographs of individual promoter, all partners of a firm, Directors of company	
4	Brief details of project launched by promoter in last 5 years	
5	Whether projects already completed or being developed	
	Current status of the said project	
6	Details of cases pending	
	Details of type of land and	
	Payments pending	
7	Copy of the legal title deed reflecting the title of the promoter to the land on which development is proposed to be developed along with legally valid documents with authentication of such title, if such land is owned by another person;	
8	The details of encumbrances on the land on which development is proposed including any rights, title, interest or name of any party in or over such land along with details;	
9	If the promoter is not the owner of the land on which development 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 proposed to be developed;	
10	An authenticated copy of the approvals and commencement certificate from the competent authority obtained in accordance with the laws as may be applicable for the real estate project mentioned in the application	

Annexure 4

11	If the project is proposed to be developed in phases, an authenticated copy of the approvals and commencement certificate from the competent authority for each of such phases	
12	Attach the sanctioned plan	
	Layout plan	
	Specifications of the proposed project or the phase thereof	
	The whole project as sanctioned by the competent authority	
13	The plan of development works to be executed in the proposed project and the proposed facilities to be provided thereof including:	
	Fire-fighting facilities,	
	Drinking water facilities,	
	Emergency evacuation services,	
	Use of renewable energy,	
	Others (Specify)	
14	The location details of the project, with clear demarcation of land dedicated for the project along with its boundaries including the latitude and longitude of the end points of the project;	
15	Performa of	
	The allotment letter,	
	Agreement for sale,	
	The conveyance deed proposed to be signed with the allottees	
16	Details of the number, type and the carpet area of apartments for sale in the project along with the area of the exclusive balcony or verandah areas and the exclusive open terraces areas apartment with the apartment, if any	
17	The number and areas of garage for sale in the project	
18	The names and addresses of real estate agents,	
19	The names and addresses of	
	The contractors	
	Architect	
	Structural engineer	
	Any other person concerned with the development of the proposed projects.	
20	Bank Passbook details :Name of the bank, IFSC Code, Account No., Date of opening of bank account (Authenticated copies of the first	

Annexure 4

	page and the last page of the pass book reflecting the latest transaction or any other document as a proof of the above details)	
21	A declaration, supported by an affidavit signed by the promoter or any other person authorised by promoter as per clause (L) under sub-section 2 of section 4 of Real Estate (Regulation and Development) Act, 2016	

I/We solemnly affirm and declare that the particulars given in herein are correct to my /our knowledge and belief and we attach all necessary certificates and documents in support of our application

Dated:

Place:

Yours faithfully,
Signature and seal of the applicant(s)