

CHECK LIST – BUILDINGS

SL.NO.	PARTICULARS	PAGES	
		From	To
1.	Form 'A' (duly filled)		
2.	In case of Individual:		
	a) Name		
	b) Father's Name		
	c) Occupation		
	d) Permanent Address		
	e) Mobile Number & Email ID		
	f) Photograph		
3.	In case of Firm:		
	a) Name of the Firm		
	b) Address with Contact No. and Email ID		
	c) Registration Certificate – Copy to be enclosed		
	d) Main objectives of the Company		
	e) Mobile Number & mail ID		
	f) Name, Photographs and Address of Chairman of the Governing Body / Partners / Directors, etc.,		
3a.	Details of Land owner only in case of Joint Venture:		
	a) Name		
	b) Father's Name		
	c) Occupation		
	d) Permanent Address		
	e) Mobile number & Mail id		
	f) Photograph		
4.	PAN No. and Copy of PAN Card		
5.	Original Certificate from the Bank as per the Format to be enclosed (Sec.4(2)(1)(D) of the Act) (Format available in TNRERA website)		
6.	Project Address (S.No./RS No./TS No./Door No.)		
6A.	Registration Applied for (Specify the Blocks) – clearly to be mentioned in the Site Plan		
7.	Usage of the Building		
8.	Extent of the Land in sq.m. (Extent for which FSI permitted)		
9.	Details of Approval / NOC / Consent obtained from various Competent Authorities		
	a) Copy of Planning Permission Approval Letter		
	b) Copy of Planning Permit		
	c) Copy of one set of Approved Plans with Local Body seal		
	d) Copy of Building Permit / Approval Letter from Village Panchayat		
	e) Copy of Environment Clearance (as applicable)		
	f) NOC's		
	i) DFRS – (Fire Service)		

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		From	To																									
	ii) AAI – (Airport)																											
	iii) IAF – Indian Air Force																											
	iv) PWD / WRD																											
	v) Traffic Police																											
	vi) Swimming Pool																											
	vii) ASI																											
10.	Total Floor Area in sq.m. for which registration is required, Abstract for each category, i.e., Residential / LIG / Other than LIG /Commercial																											
	Registration Fee i) Residential – upto 60 sq.m - Rs.10/- per sq.m ii) Residential – more than 60 sq.m- Rs.20/- per sq.m iii) Other category of buildings - Rs.25/- per sq.m iv) Commercial - Rs.50/- per sq.m v) Layout (for saleable area) - Rs.5/- per sq.m																											
	Calculation sheet of Registration Fee to be attached																											
11.	Registration fee remitted and mode of payment UTR No. / Reference No.																											
12.	Brief detail of the projects launched in the past five years, whether already completed or being developed, as the case may be, including the current status of the said projects, any delay in its completion, details of cases pending, details of type of land and payments pending																											
	<table border="1"> <thead> <tr> <th>Site Address</th> <th>Project Detail</th> <th>Current Status of the Project</th> <th>Case Pending</th> <th>Payment Pending</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Site Address	Project Detail	Current Status of the Project	Case Pending	Payment Pending																						
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13.	Plan of Development Works: a) Water Supply – Piped or Ground water b) Sewage Disposal – Sewage or STP c) Solid Waste Disposal (Garbage) d) Renewable Energy – Solar Energy e) Fire Fighting (for MSB) – As per NBC f) Emergency Evacuation Services (for MSB) – As per NBC																											
14.	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 endpoints of the project (Google image with site location) Latitude - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Longitude - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>																											
15.	Proforma of allotment letter, prescribed by the promoter, if any, Sale Agreement and Construction Agreement																											

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16.	<p>Number, type and the carpet area of apartments for sale in the project along with the area of the exclusively balcony / verandah / open terrace areas for sale, UDS and No. of Car Parking in the following format.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="11">Carpet Area Statement</th> <th colspan="2">Date:</th> </tr> <tr> <th rowspan="2">Sl.No.</th> <th rowspan="2">Block</th> <th rowspan="2">Floor</th> <th rowspan="2">Flat No.</th> <th rowspan="2">Type</th> <th rowspan="2">RERA Carpet Area (sec 2(k)) (sq.m)</th> <th rowspan="2">Exclusive Balcony (sq.m)</th> <th rowspan="2">Exclusive Verandah/Utility/Service/Open Terrace (sq.m)</th> <th rowspan="2">Proportionate Common Area (sq.m)</th> <th rowspan="2">Total Area (sq.m)</th> <th rowspan="2">UDS land Area (sq.m)</th> <th colspan="2">Car Parking (Nos.)</th> </tr> <tr> <th>Covered</th> <th>Open</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr> <td colspan="11" style="text-align: right;">TOTAL</td> <td> </td> <td> </td> </tr> </tbody> </table> <p>1. Area statement signed by Architect or Project Engineer 2. P – Line Drawing of Flats in CADD format to be given in CD</p>	Carpet Area Statement											Date:		Sl.No.	Block	Floor	Flat No.	Type	RERA Carpet Area (sec 2(k)) (sq.m)	Exclusive Balcony (sq.m)	Exclusive Verandah/Utility/Service/Open Terrace (sq.m)	Proportionate Common Area (sq.m)	Total Area (sq.m)	UDS land Area (sq.m)	Car Parking (Nos.)		Covered	Open																																																					TOTAL														
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19.	Audited Balance Sheet of the promoter for the preceding financial year																																																																																															
20.	Copy of Patta / PLR / Sale Deed. If the applicant now applied for registration is different from the Planning Permit obtained applicant, link document should be furnished																																																																																															
21.	Copy of EC (From the date of PP Approval to 15 days before the date of submission to TNRERA)																																																																																															
22.	Form 'B' – in Rs.20/- stamp paper duly signed by the promoter a) Project Completion Date – b) Validity of Planning Permit -																																																																																															
23.	Total Project Cost [Land Cost (Market Value) + Development Charges (Infrastructure) + Fees Paid Charges]																																																																																															
24.	Details of facilities – Amenities/ Infrastructures/ (swimming pool/parks), etc., as given in the brochure. Each pages to be self-attested by the promoter.																																																																																															
25.	CD with all the above details in PDF format																																																																																															