

CHECK LIST - LAYOUT

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 with Contact No. and Email ID		
	e) Photograph		
3.	In case of Firm:		
	a) Name of the Firm		
	b) Address with Contact No. and Email ID		
	c) Copy of Registration Certificate		
	d) Main objectives of the Company		
	e) Name, Photographs and Address of Chairman of the Governing Body / Partners / Directors, etc., The name and designation of photo affixed should be mentioned below the photos		
3a.	Details of Land owner only in case of Joint Venture:		
	a) Name		
	b) Father's Name		
	c) Occupation		
	d) Permanent Address with Contact No. and Email ID		
	e) Photograph		
4.	PAN No. and Copy of PAN Card		
5.	A Certificate in original from the Bank to be enclosed (format available in the website)		
6.	Project Address (S.No./TS No./RS No.)		
7.	Extent of the Land in sq.m.		
8.	Details of Approval / NOC / Consent obtained from various Competent Authorities as applicable		
	a) Copy of Planning Permission Approval Letter		
	b) Copy of Planning Permit		
	c) Copy of Local Body Approval Letter		
	d) Copy of one set of Approved Plan with Local Body seal		
	e) Copy of NOCs, if any		
	i) PWD / WRD		
	ii) ASI		
	iii) EIA		

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9.	Registration fee remitted and mode of payment (Layouts, sub-divisions and site approvals – Rs.5/- per square meter of plottable area excluding EWS plots, Roads and OSR)														
10.	<p>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.</p> <table border="1"> <thead> <tr> <th>Site Address</th> <th>Project Details</th> <th>Status of the Project</th> <th>Case Pending , if any</th> <th>Type of Land (Self Development or JV)</th> <th>Payment Pending</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Site Address	Project Details	Status of the Project	Case Pending , if any	Type of Land (Self Development or JV)	Payment Pending								
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11.	<p>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)</p> <p>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"/></p> <p>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"/></p>														
12.	Name of the License Surveyor L.S.No.														
13.	Audited Balance Sheet of the promoter for the preceding financial year														
14.	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.														
15.	Copy of EC (From the date of PP Approval to 15 days before the date of submission to TNRERA)														
16.	Form 'B' – in Rs.20/- stamp paper duly signed by the promoter														
17.	Total Project Cost [Land Cost (Market Value) + Development Charges (Infrastructure) + Fees Paid Charges]														
18.	CD with all the above details in PDF format														