

REAL ESTATE REGULATORY AUTHORITY KARNATAKA

**USER MANUAL – COMPLETION OF PROJECT REGISTRATION**

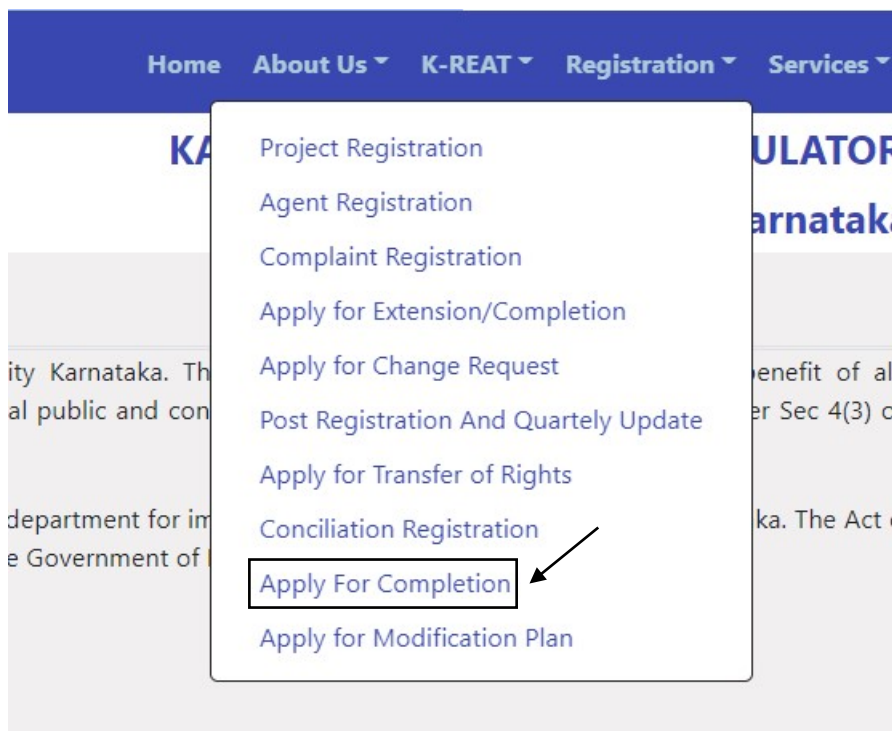
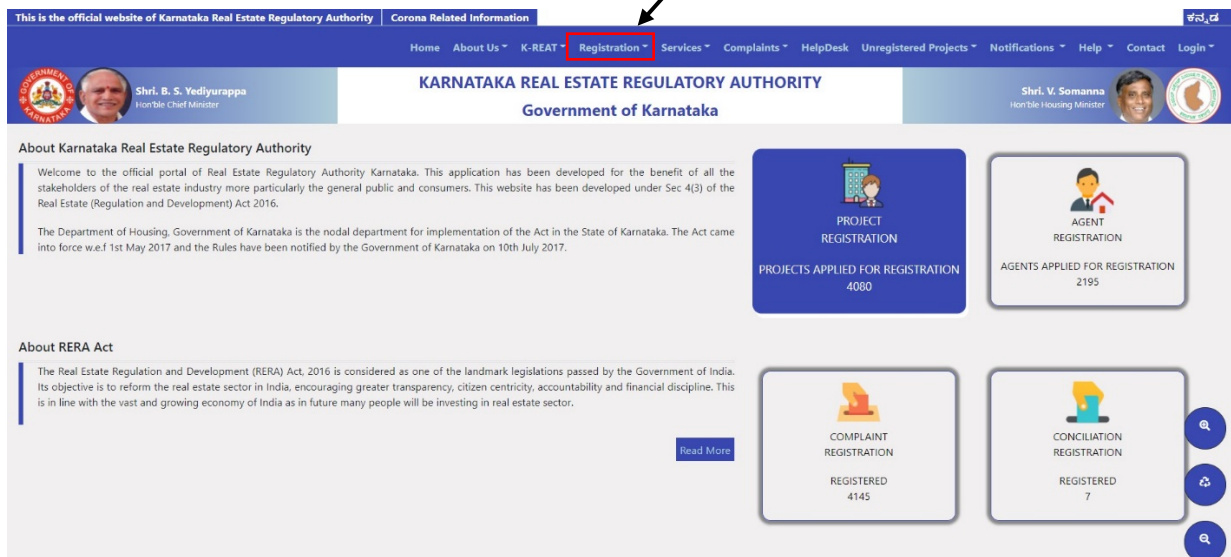
**FOR**

**RESIDENTIAL/GROUP HOUSING, COMMERCIAL,**

**AND MIXED DEVELOPMENT**

This document contains step by step process to fill the application form for completion of project registration.

**STEP 1** – to apply for completion of project registration visit the RERA web portal with the link [www.rera.karnataka.gov.in](http://www.rera.karnataka.gov.in) and click on the “Registration” tab and again click on the “Apply for Completion” as shown below.



**STEP 2** – After clicking on the **Apply For Completion**, Login page will appear where user has to enter the particular RERA registered project number which they want to apply for Completion of project.



Login Form

RERA Registration Number\*

**STEP 3** - After entering the RERA Registration Number click on the **Submit** button.

Login Form

NOTE: One Time Password has been sent to [redacted]@gmail.com.

RERA Registration Number\*  One Time Password\*

**STEP 4** – User has to enter the **One Time Password** sent to their e-mail and mobile number and click on **Login** button to login.

**STEP 5** – After logging in completion application form will appear where project details and Bank account details will be auto filled and user has to enter the Project cost details, Development details, and completed project photographs.

Apply For Completion of Project Registration Form

**Project Details**

RERA Registration Number*	<input type="text"/>	Project Name*	<input type="text"/>
Promoter / Company Name*	<input type="text"/>	Project Type*	<input type="text"/>
Project Start Date*	<input type="text"/>	Project End Date*	<input type="text"/>
If any extension of time has been granted*	<input type="text"/>		

**Bank Account Details**

Bank Name*	<input type="text"/>	Branch*	<input type="text"/>
Account No*	<input type="text"/>	IFSC Code*	<input type="text"/>
State*	<input type="text"/>	District*	<input type="text"/>

### Project Cost Details Of Registered Project

Cost Of Land*	<input type="text"/>	Cost Of Construction*	<input type="text"/>
Total Project Cost*	<input type="text"/>	Total Amount Collected From Buyers*	<input type="text"/>
Any Loan has been Raised*	--select--		
Total Amount Spent for The Completion Of The Project*	<input type="text"/>	Balance Amount with the Promoter*	<input type="text"/>
Total number of Flats/Apartments of the Project*	<input type="text"/>	Total number of Flats/Apartments Sold*	<input type="text"/>
Total number of Flats/Apartments Unsold*	<input type="text"/>		

### Development Details Of Registered Project

Whether the Project has been Completed within the stipulated Period?*	--select--
Whether there is any Change in Inventory list or Specification? *	--select--
As Built Drawing Approved by the planning Authority*	--select--

### Documents To Be Uploaded

Stability Certificate	<input type="text" value="Choose File No file chosen"/>	Road cutting permission letter issued by the planning Authority for Laying Water supply line, sanitary line, Under Ground Electrical Cable*	<input type="text" value="Choose File No file chosen"/>
NOC issued by the Fire Force department after completion of work*	<input type="text" value="Choose File No file chosen"/>		
Occupancy Certificate Received*	--select--		
Consent for operation issued by KSPCB*	<input type="text" value="Choose File No file chosen"/>	Certificate of operation for lifts issued by the Chief of Department of Electrical inspectorate Government of Karnataka*	<input type="text" value="Choose File No file chosen"/>
Sanctioned Letter issued by Concerned ESCOM of Power sanction and details of transformer installed and whether the same has been charged or not.*	<input type="text" value="Choose File No file chosen"/>	Sanctioned letter issued by concerned water supply and sanitary board for the project*	<input type="text" value="Choose File No file chosen"/>

<p>Details of external infrastructure work such as drive way, play area, park, STP and water treatment plant, Whether the above works are completed*</p>	<input type="button" value="Choose File"/> No file chosen	<p>Common Area and other amenities facilities are completed or not and details of handling over of the same to association of allottees*</p>	<input type="button" value="Choose File"/> No file chosen
<p>Details of undivided share of land handed over to the association of allottees*</p>	<input type="button" value="Choose File"/> No file chosen	<p>Architect certificate for having completed the work(in format no 6)*</p>	<input type="button" value="Choose File"/> No file chosen
<p>Chartered accountant certificate for having completed the work(in format no 4)*</p>	<input type="button" value="Choose File"/> No file chosen	<p>Affidavit cum declaration from promoter for having completed the project as per specification and as per advertisement published in brochure of the project*</p>	<input type="button" value="Choose File"/> No file chosen

**Photos to be Uploaded**

<p>Photo 1*</p> <input type="button" value="Choose File"/> No file chosen	<p>Photo 2*</p> <input type="button" value="Choose File"/> No file chosen
<p>Photo 3*</p> <input type="button" value="Choose File"/> No file chosen	<p>Photo 4*</p> <input type="button" value="Choose File"/> No file chosen

**Supporting Documents**

<p>Caption: <input type="text"/></p>	<p>Attachment: <input type="button" value="Choose File"/> No file chosen</p>	<p><a href="#">DELETE</a></p>
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[Add more](#)

**NOTE** – User can upload the any relevant/supporting documents of project by entering the caption in the supporting documents section and submit.

**STEP 4** – On successful submission of application confirmation page will appear as shown below.

Confirmation

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Application for Completion of Project bearing Registration Number PRM/KA/RERA/[REDACTED] has been submitted Successfully.