*Note: The Post registration application will capture some of the data that was missed at the time of project registration. The post registration part is a one-time activity and must be filled according to the data available in the sanctioned plan*
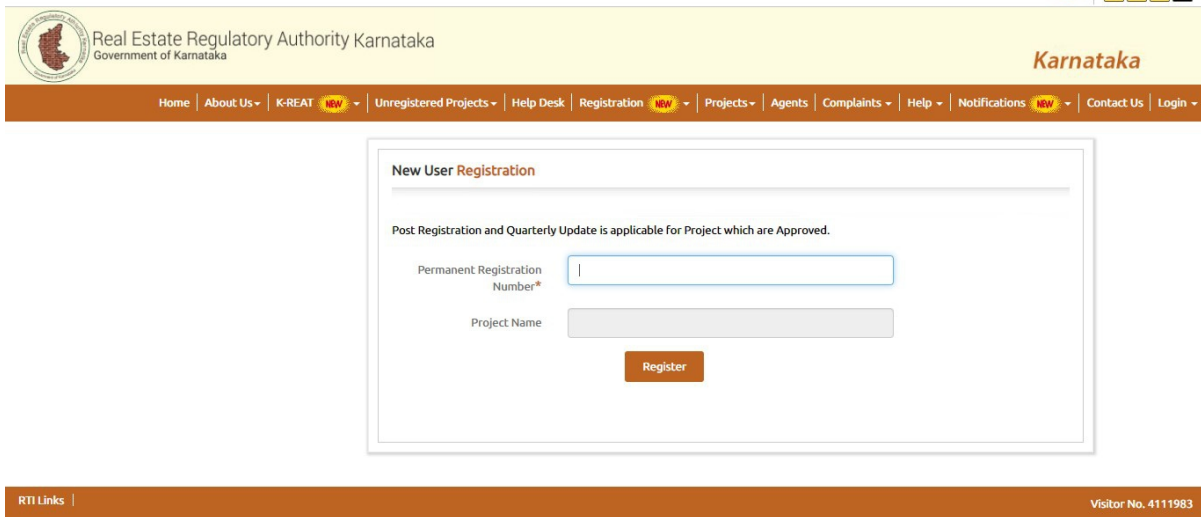
Step 1: To Login / Register visit the RERA portal www.rera.karnataka.gov.in click on Registration Tab and click on Post Registration and Quarterly Update.
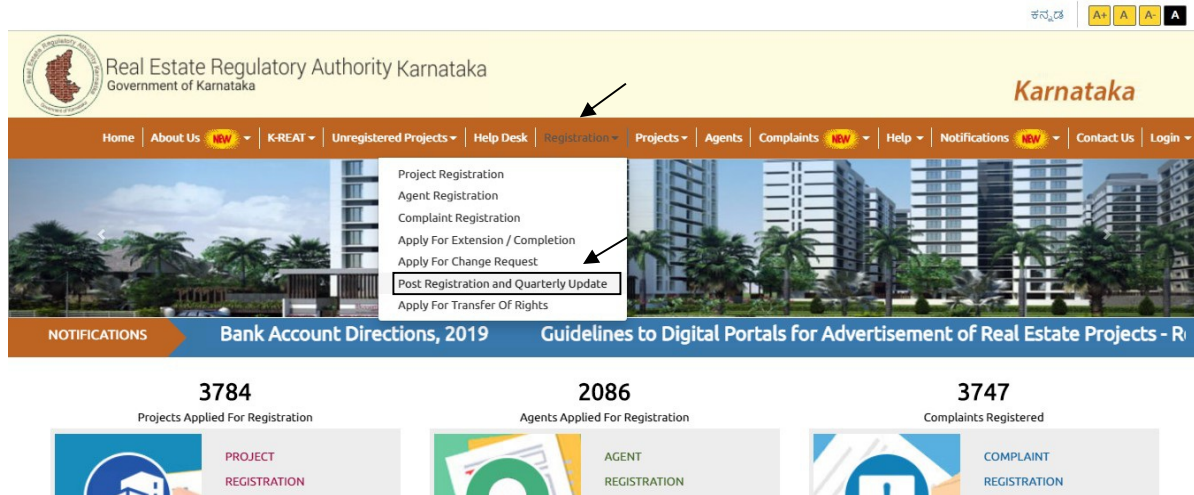
Step 2: Click on new user to register for the first time
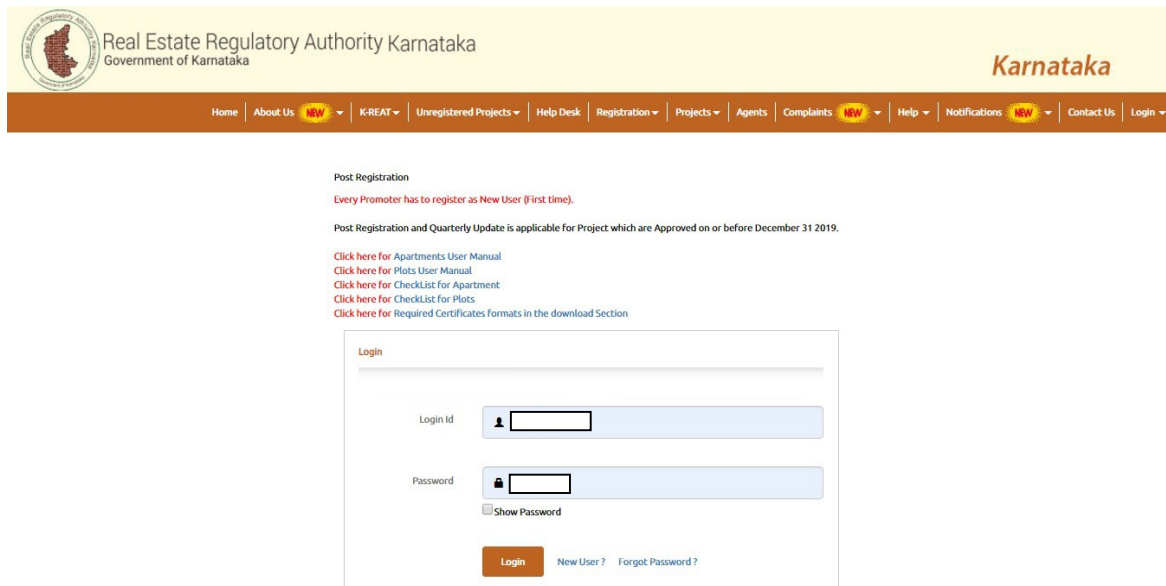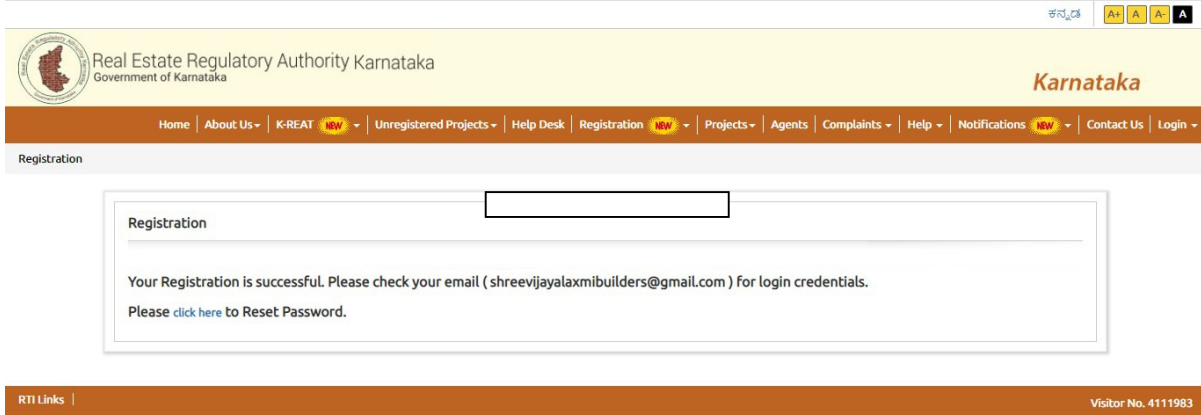
Step 3: Enter the Permanent Registration Number of the project will be autofilled and click on Project Name. After this click on Register.

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Step 4: Login Id will be sent to the registered email id. The promoter Should Reset the Password.

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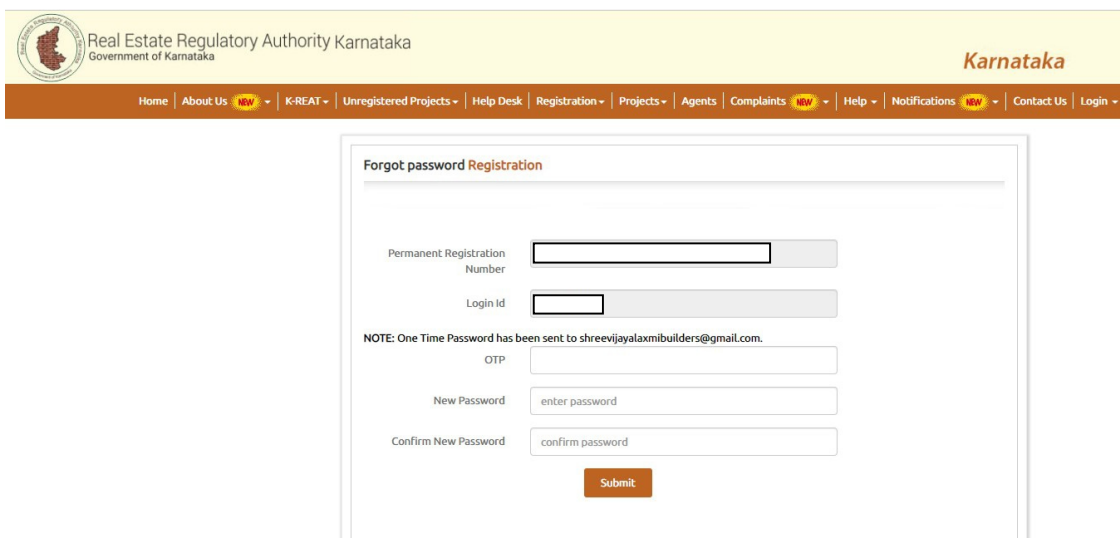
Click on reset Password link shared in Mail and fill the details shown below
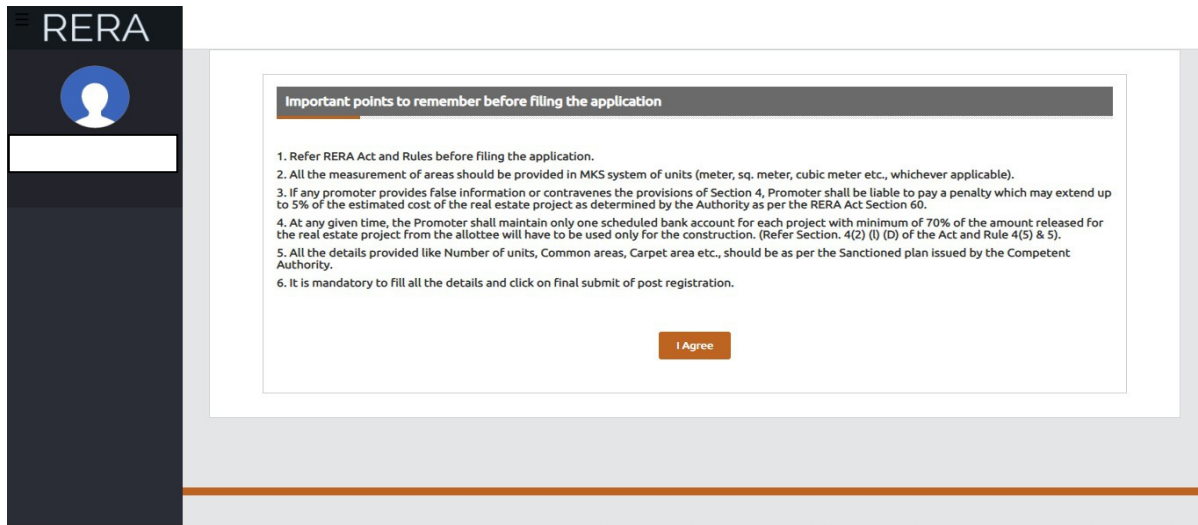
Step 5: After Logging in, read the terms and click on I Agree to proceed further.

Step 6: The Project Name, Registration number, Type, Status will be mentioned. Attach the project brochure or an advertisement copy; enter the website address and agent registration number for the project. Click on save button after entering the data

Step 7: This section captures the saleable unit details of the project. Enter the FAR sanctioned, No of towers in the project and enter each tower wise details like, Name of the Tower, No of Floors, No of Basements, Parking details etc..,

Step 8: Enter the no of units in each floor and click save

Step 9: Click on the green button to add more tower details

Step 10: To edit number of towers and FAR sanctioned

Step 11: Click on blue button to edit/delete tower details

Step 12: Blue button to Delete and Green Button to Edit

Step 13: After entering details of all the towers in the project, download the excel sheet to enter the unit wise details. If there are 2 towers, then an excel document with 2 sheets will be created. The user will have to enter data in both the sheets.

In the excel sheet, Floor Number will be auto filled. The user has to enter the unit number. If there are 3 units in 1st floor, then 3 rows will be created. The user will have to Select the unit type (1BHK, 2BHK etc.). If the Unit type is not in the drop down then select 'other' and enter the Unit type in 'Other Type if Applicable' column. For each unit, the carpet area, exclusive common area given to allottees, Common area allotted to Association, undivided share of land or site and parking should be entered. The last column, 'Tower Ref ID' is for official purpose and is to be ignored.

Note : If The Tower Details was Edited or Deleted please Download The Excel After Finalizing the Tower Details.

Note : Please fill Excel Sheet without Changing first and last Column of Generated Excel, If you change You will not be Able To Fill Quarterly Updates.

Step 14: In Promoter details Select the project type by clicking on radio buttons and enter the promoter details

Step 15: If you Select the project type as Individual fill the below details and click on save.

Step 16: If you Select the project type as Enterprise fill the below details and click on save.

a): If the user select Enterprise Type as Company have to fill the shown below details

b): If the user select Enterprise Type as Partnership have to fill the shown below details

c): If the user select Enterprise Type as Proprietorship have to fill the shown below details

d): If the user select Enterprise Type as Society have to fill the shown below details

RERA

President / Head of Organisation Details

Name of the President / Head of Organisation*		Mobile No / Contact No*
Photograph*	Choose File No file chosen	
Photo Id Proof*	Choose File No file chosen	Telephone Number*
Email Address*		Upload PAN Card* Choose File No file chosen

Present Residential Address *		State* --Select--
District*	--Select--	Pin Code*

Permanent Address *		State* --Select--
District*	--Select--	Pin Code*

Navigation menu:
- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- PostReg Submission
- Quaterly Update
- Log Out

RERA

Official Address *		State* --Select--
District*	--Select--	Pin Code*

Secretary/Treasurer Details

Name of the Secretary/Treasurer*		Mobile No / Contact No*
Photograph*	Choose File No file chosen	
Photo Id Proof*	Choose File No file chosen	Telephone Number*
Email Address*		Upload PAN Card* Choose File No file chosen

Present Residential Address *		State* --Select--
District*	--Select--	Pin Code*

Navigation menu:
- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- PostReg Submission
- Quaterly Update
- Log Out

RERA

Present Residential Address *		State* --Select--
District*	--Select--	Pin Code*

Permanent Address *		State* --Select--
District*	--Select--	Pin Code*

Official Address *		State* --Select--
District*	--Select--	Pin Code*

save

Navigation menu:
- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- PostReg Submission
- Quaterly Update
- Log Out

e): If the user select Enterprise Type as Development Authority/Public Body/Government Body have to fill the shown below details.

f): If the user select Enterprise Type as Others have to fill the details as shown in company

Step 17: Click on the applicable civil work for the project and the estimated time of completion for each applicable civil work. The civil work is divided into three categories, Sub-structure, Superstructure and finishing /interior work.

RERA

- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- Quaterly Update
- Log Out

Sl No	Project Work	Is Applicable?	Estimated Date	
			From Date	To Date
1	*Electrification, Water supply and Sanitary Finishing(Mandatory)	◉Yes	04-02-2020	15-02-2020
2	Wardrobe, Showcase, Kitchen cabinet, Puja work	◉Yes ○No	dd-mm-yyyy	dd-mm-yyyy
3	Fire prevention and fire fighting fitting and fixture with network	◉Yes ○No	dd-mm-yyyy	dd-mm-yyyy
4	Weather Proof work(tile,concrete)	○Yes ○No	dd-mm-yyyy	dd-mm-yyyy
5	Painting	○Yes ○No	dd-mm-yyyy	dd-mm-yyyy
6	Elevation work	○Yes ○No	dd-mm-yyyy	dd-mm-yyyy
7	Internal and External work including landscapes as per santioned drawings	○Yes ○No	dd-mm-yyyy	dd-mm-yyyy

Add More Save

> Internal Infrastructure
> External Infrastructure

RERA

- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- Quaterly Update
- Log Out

⌄ Internal Infrastructure

Internal Infrastructure Details

SlNo.	Name	Is Applicable
1	*Water Supply (Mandatory)	◉Yes
2	Internal Roads & Footpaths	○Yes ◉No
3	Sewage and Drainage System	◉Yes ○No
4	Parks & Tree planting	○Yes ◉No
5	Street Lighting	◉Yes ○No
6	Provision for community buildings and for treatment and disposal of sewage and sullage water	○Yes ◉No
7	Solid waste management and disposal	◉Yes ○No
8	Water conservation	○Yes ○No
9	Energy management	○Yes ○No
10	Fire protection and fire safety requirements	○Yes ○No
11	Education/Health/Other public amenities	○Yes ○No

Add More Save

RERA

- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- Quaterly Update
- Log Out

> Finishing Works(Fitting and Fixtures) ✔
> Internal Infrastructure ✔
⌄ External Infrastructure

External Infrastructure Details

Sl No.	Name	Is Applicable?
1	*Water Supply (Mandatory)	◉Yes
2	Internal Roads & Footpaths	○Yes ○No
3	Sewage and Drainage System	○Yes ○No
4	Electricity supply transformer and substation	○Yes ○No
5	Solid waste management and disposal	○Yes ○No
6	Emergency Evacuation services	○Yes ○No
7	Storm water drains	○Yes ○No
8	Use of renewable energy	○Yes ○No
9	Water conservation/rain water harvesting/recharge of ground water	○Yes ○No
10	Fire protection and fire safety requirements	○Yes ○No

Add More Save

18

RERA ≡

- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- Quaterly Update
- Log Out

⌄ Amenities Details

*NOTE: Amenities should be same as per Agreement of Sale.

Amenities Details

SINo.	Name	Is Applicable?
1	*Electricity	◉Yes
2	Smart Home Automation	○Yes ○No
3	CCTV Surveillance	○Yes ○No
4	Club House	○Yes ○No
5	Community Hall	○Yes ○No
6	Outdoor Sports facility	○Yes ○No
7	Indoor Sports facility	○Yes ○No
8	Swimming Pool	○Yes ○No
9	Gym	○Yes ○No
10	Parks	○Yes ○No
11	Power Backup	○Yes ○No
12	Gas	○Yes ○No
13	Water and Sanitation	○Yes ○No
14	Air Conditioning And incerntion	○Yes ○No

Add More Save

RERA ≡

- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- Quaterly Update
- Log Out

⌄ Common Area

Common Area Details

SINo.	Name	Is Applicable
1	*Staircases	◉Yes
2	Lifts	○Yes ○No
3	Staircases and Lift lobbies, corridor,lobbies, corridor	○Yes ○No
4	Fire escapes	○Yes ○No
5	Common entrance and exit for the building/common portico/foyer/verandah	○Yes ○No
6	Basement	○Yes ○No
7	Terrace	○Yes ○No
8	Outer Wall	○Yes ○No
9	Open parking areas and common storage spaces	○Yes ○No
10	Provision for lodging of management staff and security staff	○Yes ○No
11	Water conservation and renewable energy	○Yes ○No

Add More Save

RERA ≡

- Project Detail
- Building Detail
- Promoter Details
- Project Schedule
- Cost Details
- Quaterly Update
- Log Out

☰ Project Schedule : Registration Number :

❯ Sub-structure (Below general ground level) ✔

❯ Super-structure (Above general ground level) ✔

❯ Finishing Works(Fitting and Fixtures) ✔

❯ Internal Infrastructure ✔

❯ External Infrastructure ✔

❯ Amenities Details ✔

❯ Common Area ✔

Step 18: Enter the Land acquisition cost details. The land details will be auto filled. Select if the project is a JDA or not. Click on save button to move to next page

If it is a JDA with the land owner, enter the number of promoters and land owners.

Step 19: Enter the TDR details and attach a certificate from CA. 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 20: Enter the applicable 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 21: Enter the Construction cost details. Select if a particular cost line item is applicable to this project or not and then enter the cost. The estimated cost entered at the time of registration will be shown for reference. Any difference in the cost will be highlighted. After this, the estimated cost certificates signed by the architect, engineer and CA should be uploaded. The certificate format is available in the portal.

Step 22: After clicking PostReg Submission, you will be able to see the following page. If all fields are ticked green, only then you can submit Post Registration. Please Make Sure all the data is correct, after clicking submit, you cannot edit anything.

Step 23: After viewing the summary, the promoter can click on the link redirecting him to quarterly update page.

Home /Post Registration Details

Click Here to fill Quarterly Updates

Registration Number :

Your Application For Post Registration has been updated. Click Here to fill Quarterly Updates .

View Application

Step 24: From here the promoter will have to provide details of the project every quarter. Click on the date of the present quarter

RERA

Project Detail
Building Detail
Promoter Details
Project Schedule
Cost Details
PostReg Submission
Quaterly Update
Log Out

Quarterly Update : Registration Number -

SI No.	Financial Quarter	Actual Quarter Updated Date
1	Q2 (2019-20)	
2	Q3 (2019-20)	
3	Q4 (2019-20)	
4	Q1 (2020-21)	
5	Q2 (2020-21)	
6	Q3 (2020-21)	
7	PE (2020)	

Step 25: Enter the percentage of work done for each tower, floor, the number of apartments booked, car parking booked. Click on save button to move to next page

Once the tower details are entered and saved, it will be shown in the Quarterly Saved Tower details**.**

Note : Please Fill Tower Details one by one Once you fill Tower 1 details Tower 2 Details will Come and so on..,

Step 26: All the applicable civil work will be listed here. Enter the percentage of completion of the civil work. The actual date is not mandatory and can be filled only when the work is 100% complete.

Step 27: Enter the percentage of work done for each applicable internal and external infrastructure. Click on save button to move to next page

Step 28: Enter the percentage of work done for each applicable Amenities. Click on save button to move to next page

Step29: Enter the percentage of work done for each applicable Common area. Click on save button to move to next page

Step 30: 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 31: 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 32: 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 33: Enter the details of Allottees association if any. Click on save button to move to next page

Step 34: Enter the details of Construction Worker's Welfare Fund if any. Click on save button to move to next page

Step 35: Enter the details of Construction Cost Details. Click on save button to move to

Step 36: 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

Note : Please Do Not Enter Special Characters and Decimal Values while Filing.