User Manual – Agent Registration

This document contains step by step instructions to fill the application form for Project Registration
Procedure for Agent Registration

Step 1: Open the Karnataka RERA web portal and Click on agent registration.

Step 2: Select Agent Type, fill the Email ID and click on NEXT.
**Step 3:** Fill the all Details of Applicant which are mandatory and applicable.

![Image of Applicant Details](image1)

**Step 4:** Upload required documents and click on next.

![Image of Document Upload](image2)
Step 5: user can see all filled details in Preview Agent Registration.

Step 6: After completing Step 5 the Payment gateway page will open.

RERA ONLINE PAYMENT USER MANUAL

1: Click on Click Here for Online Payment, it will redirect to Treasury Unified Gateway.

2: In Treasury Unified Gateway, select only E-Payment option.

NOTE: RERA will accept payment only through E-Payment.
3: In Treasury Unified Gateway, for E-Payment option, select Net Banking Option.

4: In Treasury Unified Gateway, for Net Banking option, select the listed banks.

**NOTE:** Payment can be only done from the listed banks.
5: In Treasury Unified Gateway, Based on bank selected, it will redirect to bank partner portal (Below Shown Example is for ICICI Net banking).

6: In Treasury Unified Gateway, on successful payment from bank partner, the below page will appear here one can download the receipt for reference and click on redirect to merchant site.

**NOTE:** Please note down the reference number for reference e.g., **RERA290119162218**.
7: In Treasury Unified Gateway, on successful payment it will redirect to RERA portal, click on Redirect to complete Registration.

8: On successful payment, one can submit the Registration to generate their Acknowledge number.
9: In Case payment failed due to some issues, click on Reinitiate Payment and follow the same Steps until the payment is success.

10: In Case payment pending from bank side, click on the below link and search with the Reference number.

https://rera.karnataka.gov.in/pendingPaymentPage
11: On successful payment, one can submit the Registration to generate their Acknowledge number.

**Step 8:** After completing the Registration Process Confirmation page will appear with Acknowledgement number which starts with **ACK**.