

Guidelines for Registration of Project

General Instructions

1. All the fields are mandatory. In case any field is not applicable, enter “NA”
2. Special characters like %, &, #, @, *, (,), “, etc. not allowed.
3. Documents only upto the size of 2 MB can be uploaded.
4. All the Uploaded Documents must be perfectly legible.
5. Complete all the Registration pages viz. Basic Details, Plan Details, Other Details, Development Works, Project Bank Details, Land Details, Upload Documents and Quarterly Targets before clicking on ‘Make payment’ button.

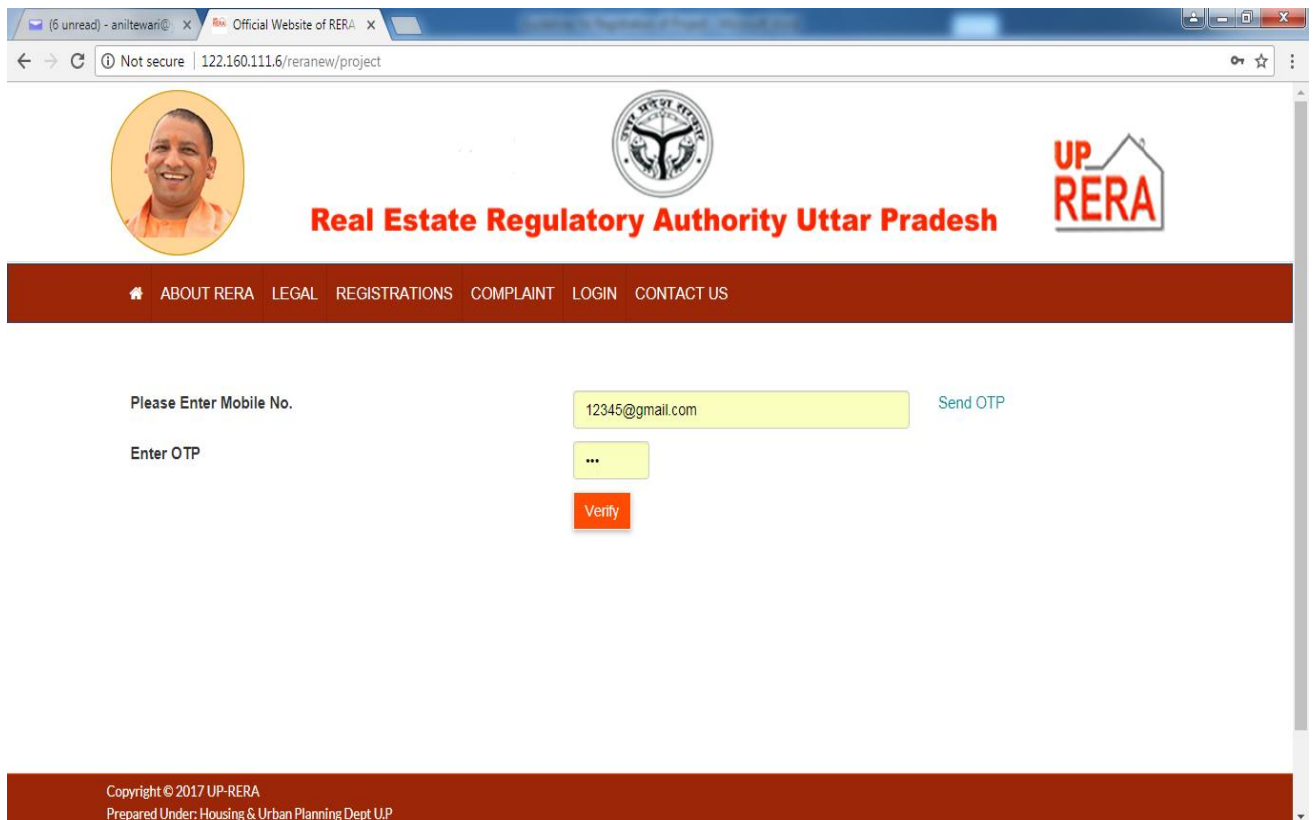
Step by Step Guide to Register Any Project

1. Log on to www.up-rera.in
2. The following screen will appear.



The screenshot shows the official website of the Real Estate Regulatory Authority Uttar Pradesh (UP RERA). The browser address bar displays the URL 122.160.111.6/rerarenew/index. The website header features a navigation menu with links for ABOUT RERA, LEGAL, REGISTRATIONS, COMPLAINT, LOGIN, and CONTACT US. A prominent notice banner reads: "Notice! s/Promoters, Kindly check your latest hearing date before coming for hearing . . . To download Complaint Hearing Notice go to Promoter/Agent Login. . . To downlo". Below the notice, the "ABOUT RERA" section explains that the Real Estate (Regulation and Development) Act, 2016 is an Act of the Parliament of India which seeks to protect home-buyers as well as help boost investments in the real estate industry. The Act came into force from 1 May 2016. A "Read More" button is provided for further details. On the right side, a "SEARCH" box offers four options: REGISTERED PROMOTER, REGISTERED PROJECTS, REGISTERED AGENT, and VERIFY RERA REGISTRATION. At the bottom, there are two sections: "ImportantLinks" with a mouse icon and "Circulars & Notices" with a document icon.

3. Click on REGISTRATIONS button in the Menu Bar of the Header.
4. The following three options will appear.
 - PROMOTERS
 - PROJECTS
 - AGENTS
5. To register your Project, you have to first register yourself as a Promoter.
6. Click on PROMOTERS to register as a Promoter. The following screen will appear.



The screenshot shows a web browser window with the URL 122.160.111.6/rerarenew/project. The page header features a navigation menu with links: ABOUT RERA, LEGAL, REGISTRATIONS, COMPLAINT, LOGIN, and CONTACT US. The main content area contains a registration form with the following elements:

- A label "Please Enter Mobile No." followed by a text input field containing "12345@gmail.com".
- A "Send OTP" button to the right of the input field.
- A label "Enter OTP" followed by a text input field containing three dots "...".
- A "Verify" button below the OTP input field.

The footer of the page contains the text: Copyright © 2017 UP-RERA, Prepared Under: Housing & Urban Planning Dept U.P.

Enter your Mobile No. in the text box and click on **SEND OTP** button. An OTP will be sent to your entered Mobile No. Now enter this OTP in the relevant text box and verify by clicking on **VERIFY** button. Once your Mobile No. is verified, the following screen for **Promoter Registration** will appear.

Official Website of RERA

122.160.111.6/renew/project

Promoters Registration

Promoter Details:

Applicant Type *

Promoter Name *

Father's Name *

Occupation *

Photograph * No file chosen
Only jpg and png files of maximum size of 100kb allowed.

Address *

PAN Number *

PAN Copy * No file chosen
Only jpg, png and pdf files of maximum size of 100kb allowed.

Email *

Password *

Confirm Password *

Mobile *

Aadhaar Number *

Aadhaar Copy * No file chosen
Only jpg, png and pdf files of maximum size of 100kb allowed.

Number of Projects Launched in Past 5 Years *

Audited Balance Sheet Of Preceding year * No file chosen

Website Of Promoter *

Income Tax Return of Preceding 3 Years * No file chosen

I/We certify that the foregoing information is correct and complete to the best of my/our knowledge and belief.

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Select **Applicant Type** by clicking in the text box given before Applicant Type. The following options will appear.

- Individual
- Company
- Proprietorship Firm
- Societies
- Partnership Firm
- Competent Authority
- Local Authority

Select relevant option and enter all the required details in the text boxes provided in the form.

Upload the following Documents in the **jpg/png/pdf** formats. (**Size mentioned in the above form**)

For Individual : Photograph, PAN & Aadhaar of the applicant .

For Company : Company Registration Certificate, PAN, CIN/TAN, Brief detail of Enterprise, Photograph & Name of Chairman and Photographs & Name/s and Address/s of all Partners/Directors.

For Proprietorship Firm/Societies/Partnership Firm : Company Registration Certificate, PAN, CIN/TAN, Brief detail of Enterprise and Photographs of all Partners/Directors.

For Competent Authority : PAN, CIN/TAN and Photograph of Housing Commissioner/ CEO/ VC.

For Local Authority : PAN, CIN/TAN and Photograph of M.C./E.O.

Now click in the text box given before **Number of projects launched in past 5 years** and select the relevant option. For each project, the following informations need to be entered :

- Name of Project.
- Status (Completed/Ongoing).
- Land Details
 - State, District, Tehsil, Village/Sector.
 - Area in sq.mt.
 - Plot/Khasra no.
- Details of payment pending against Land cost/dues.
- Pending court cases, if any.
In case you select '**Yes**', you have to enter Court Name, Case No. and Case Name.
- Brief detail of project (**to be uploaded in pdf format**).

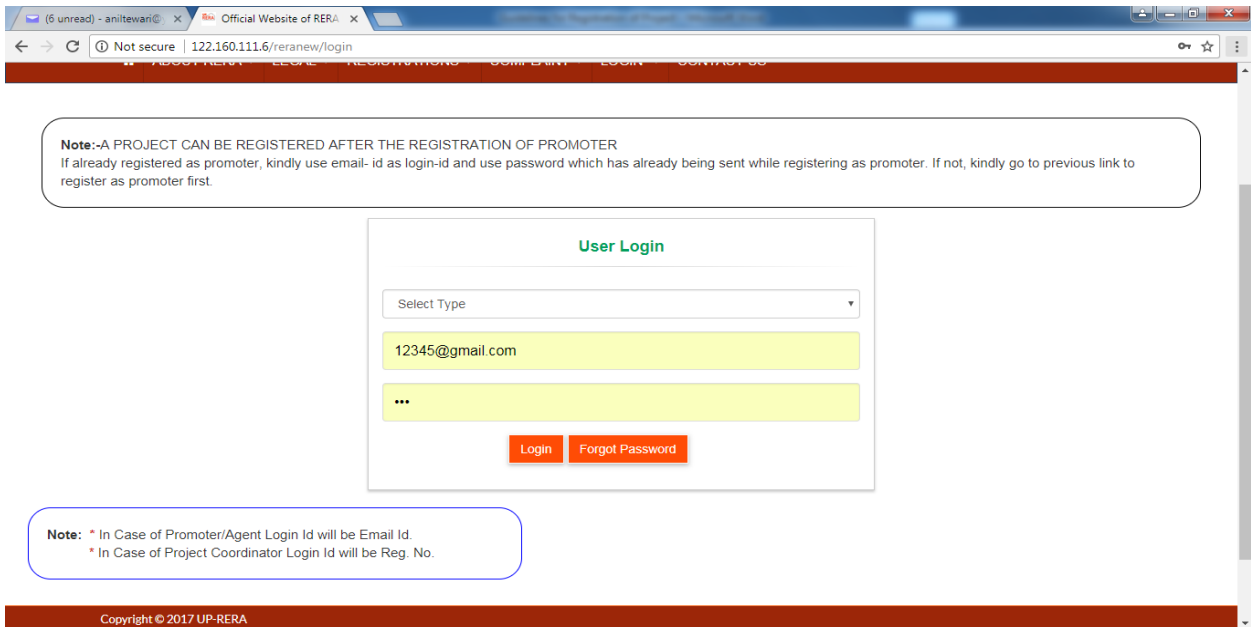
Now upload Audited Balance Sheet of preceding year and ITR of last 3 years.

Once you have entered all the required information and uploaded all the documents, certify that the foregoing Information is correct by clicking in the relevant check box.

Now either click on **Save** button after giving your declaration to complete your Promoter Registration or **Cancel** button in case you want to edit the data entered by you. Once you click **Save** button, SMS regarding your Login ID and Password will be sent to your registered Mobile No. **The Email and Password entered by you, will be your Login ID and Password.**

7. This Login Id and Password will be required for Registering New Projects and Viewing/ Editing or Uploading any Document in Projects already registered .

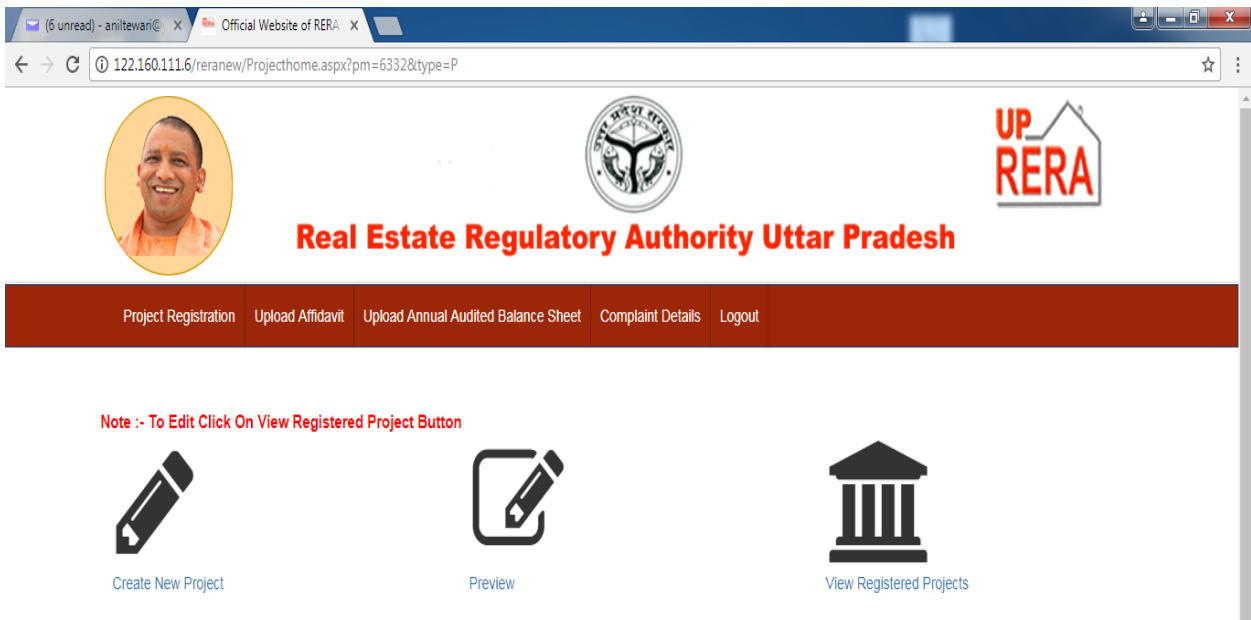
8. Now click on **PROJECTS** in **REGISTRATIONS** button. The following screen will appear.



The screenshot shows a web browser window with the URL 122.160.111.6/ranew/login. The page features a navigation bar with links for ABOUT RERA, HOME, REGISTRATIONS, COMPLAIN, LOGIN, and CONTACT US. A note at the top states: "Note:-A PROJECT CAN BE REGISTERED AFTER THE REGISTRATION OF PROMOTER. If already registered as promoter, kindly use email- id as login-id and use password which has already being sent while registering as promoter. If not, kindly go to previous link to register as promoter first." Below this is a "User Login" form with a "Select Type" dropdown menu, an email input field containing "12345@gmail.com", and a password input field with three dots. There are "Login" and "Forgot Password" buttons. A second note at the bottom reads: "Note: * In Case of Promoter/Agent Login Id will be Email Id. * In Case of Project Coordinator Login Id will be Reg. No." The footer contains "Copyright © 2017 UP-RERA".

Select **Promoter**, enter your valid Login ID and Password and click on **Login** button.

9. Once your Login ID and Password is verified, the following screen will appear.



The screenshot shows the "Project Home" page on the RERA website. The URL is 122.160.111.6/ranew/Projecthome.aspx?pm=6332&type=P. The page features a navigation bar with links for Project Registration, Upload Affidavit, Upload Annual Audited Balance Sheet, Complaint Details, and Logout. The main content area includes a profile picture of a man, the RERA logo, and the text "Real Estate Regulatory Authority Uttar Pradesh". Below this are three icons: a pencil for "Create New Project", a pencil in a box for "Preview", and a classical building for "View Registered Projects". A note at the top reads: "Note :- To Edit Click On View Registered Project Button".

Create New Project : To create a new project

Preview : To view your **unregistered projects**. This button also allows you to edit the data already entered in any project except for data entered in the **Basic Detail** page. It helps you to complete your registration process for any project.

View Registered Projects : To view all your projects registered in RERA.

Download CA Certificate : To download CA certificate.

Download Engineer's Certificate : To download Engineer certificate.

Download Architect Certificate : To download Architect certificate.

To register a project click on **Create New Project**. The following screen will appear.



The screenshot shows a web browser window with the URL 122.160.111.6/renew/projectregistration.aspx?id=15189&pm=6332. The page header features the RERA logo and the text "Real Estate Regulatory Authority Uttar Pradesh". A navigation bar contains links for "Project Registration", "Upload Affidavit", "Upload Annual Audited Balance Sheet", "Complaint Details", and "Logout". Below this, a menu of options is displayed: "Promoter Details", "Basic Details", "Plan Details", "Other Details", "Development Works", "Project Bank Details", "Land Details", "Upload Documents", "Quarterly Targets", and "Make Payment". The "Basic Details" section is active, showing "Date OF Registration 25/04/2018" and "Project Type" with radio buttons for "New" (selected) and "Ongoing". The footer contains copyright information: "Copyright © 2017 UP-RERA", "Prepared Under: Housing & Urban Planning Dept U.P", "Conceived by: Town & Country Planning Dept U.P", and "Developed by: Acme Digitek Solutions Pvt. Ltd". The Windows taskbar at the bottom shows the time as 2:34 PM on 4/25/2018.

Select **Project Type** as **New** or **Ongoing**. In this case **New** is selected, the following screen will appear for entering **Basic Details** of the Project.



Real Estate Regulatory Authority Uttar Pradesh



[Project Registration](#) | [Upload Affidavit](#) | [Upload Annual Audited Balance Sheet](#) | [Complaint Details](#) | [Logout](#)

[Promoter Details](#) | [Basic Details](#) | [Plan Details](#) | [Other Details](#) | [Development Works](#) | [Project Bank Details](#) | [Land Details](#) | [Upload Documents](#) | [Quarterly Targets](#) | [Make Payment](#)

Basic Details

Date OF Registration 04/05/2016

Project Type * New Ongoing

Project Category * <input type="text" value="Select"/>	Total area in round figure (Sq.mt.) * <input type="text" value="Total area in round figure (Sq.mt.)"/>
Project Name * (Advertised name of the project can be mentioned here.) <input type="text" value="Enter Project Name....."/>	Registration Fee (in Rs.) * <input type="text"/>
State <input type="text" value="Uttar Pradesh"/>	District * <input type="text" value="--Select--"/>
Tehsil * <input type="text"/>	Sanctioning Competent Authority * <input type="text" value="--Select--"/>
Project Cost in round figures (in Lacs) * <input type="text" value="Enter Project Cost in round figures (in Lacs)."/>	

Geographic Location

(end points of scheme/ project)

Latitude * <input type="text" value="Enter Latitude....."/>	Latitude * <input type="text" value="Enter Latitude....."/>
Longitude * <input type="text" value="Enter Longitude....."/>	Longitude * <input type="text" value="Enter Longitude....."/>

Search Agent

Select Agent From List *

- Atek Developers Private Limited
- Agarwal Homez
- AHLULLAH SIDDIQUI
- AHMAD MUJTABA
- Ajai Kumar
- Ajai Kumar Srivastava
- Ajay Gupta

Click in the text box given before Project Category. The following two options will appear.

- **Residential**
- **Commercial.**

Select the relevant option.

Enter the required details in all the text boxes provided in the form.

Select the Agents associated with your project by clicking in the relevant check box.

In case no agent is associated, click '**Not Applicable**' check box.

A brief description about some of the fields of the above form is given below :

Project Name : Name advertised for sale of plot/apartment/shop/villa.

Sanctioning Competent Authority : Authority that has sanctioned the map e.g. Ghaziabad Development Authority, Lucknow Development Authority, Noida, etc.

Project Cost : Cost of the project including Land cost (in round figure of lacs).

Once you have entered all the data, click on **Save and Continue** button.

Before clicking on Save and Continue button, make sure that you have entered all the data correctly.

The following screen of **Plan Details** will appear.

The screenshot shows a web browser window with the URL 122.160.111.6/rerarenew/projectregistration.aspx?id=15239&pm=6332. The page title is "Real Estate Regulatory Authority Uttar Pradesh". The navigation menu includes: Project Registration, Upload Affidavit, Upload Annual Audited Balance Sheet, Complaint Details, Logout. The breadcrumb trail is: Promoter Details | Basic Details | **Plan Details** | Other Details | Development Works | Project Bank Details | Land Details | Upload Documents | Quarterly Targets | Make Payment. The main heading is "Sanctioned Plan". A note states: "Note:- Only JPG, PNG and PDF files of maximum size of 2 MB allowed". There is a "Select Type" dropdown menu with "Select" as the current selection. Below this is a section titled "Details of Apartment/Flat/Shop/Plot" containing a table with the following columns: Block No, Floor Number, Flat/ Apartment/ Shop/Plot type, Number of Apartment/Flats/Shop/Plot, Unit Carpet Area (in sqm), Number of Balcony, Total Area of Balcony (in sqm), Number of Verandah, Total Area of Verandah (in sqm), No. of garrage, Total Area of garage (in sqm), Open Parking Space (in Nos.), and Action.

Block No	Floor Number	Flat/ Apartment/ Shop/Plot type	Number of Apartment/Flats/Shop/Plot	Unit Carpet Area (in sqm)	Number of Balcony	Total Area of Balcony (in sqm)	Number of Verandah	Total Area of Verandah (in sqm)	No. of garrage	Total Area of garage (in sqm)	Open Parking Space (in Nos.)	Action
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Click in the text box given before **Select Type**. The following two options will appear.

- Apartment/Flat/Shop
- Plot

Select the relevant option.

In case you select **Apartment/Flat/Shop**, the following screen will appear.

Sanctioned Plan

Note:-Only JPG,PNG and PDF files of maximum size of 2 MB allowed

Select Type*
Apartment/Flat/Shop

Permit Number *
Permit Date *
Valid Upto *
Proposed Start Date*
Proposed End Date *
Project Duration (In month)*
Upload Sanction Letter *
Upload Approved Map *
Floor Plan of All Types *
Upload Project Specifications*
Upload Approved Layout *

Save

Details of Apartment/Flat/Shop/Plot

Block/Tower Name/ No.*
No of floors
Floor Number*
Type of Flat/ Apartment/ Shop*
Number of Apartment/Flats/Shop*
Unit Carpet Area (in sqm)*
Number of Balcony*
Total Area of Balcony(in sqm)*
Number of Verandah*
Total Area of Verandah (in sqm)*
No. of garage *
Total Area of garage (in sqm) *

Save & Add More

Block No	Floor Number	Flat/ Apartment/ Shop/Plot type	Number of Apartment/Flats/Shop/Plot	Unit Carpet Area (in sqm)	Number of Balcony	Total Area of Balcony (in sqm)	Number of Verandah (in sqm)	Total Area of Verandah (in sqm)	No. of garage	Total Area of garage (in sqm)	Open Parking Space (in Nos.)	Action
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Continue

First enter details of the Permit issued by Development Authority/Housing Board/Prescribed Authority for approval of your plan in the given text boxes and upload all the required documents.

Enter Proposed Start Date and Proposed End Date of the Project. **Proposed End Date** cannot be beyond the date for which construction permit has been sanctioned.

Now click on **Save** button to save the data.

Now enter details of all the Blocks/Towers of your project. All Blocks/Towers and No. of floors entered here will be transferred to your **Quarterly Target** page of registration.

The following Types of Apartment/Flat/Shop will be available :

- Studio
- 1 BHK
- 2 BHK
- 3 BHK
- 4 BHK
- Penthouse
- Villa
- Shop
- Other

If Type of Apartment/Flat/Shop on the same floor are different, you have to give separate entry for each type. For example, if on 1st floor, there are two types of Apartment/ Flat/Shop viz. 1 BHK & 2 BHK, there will be two entries for 1st floor.

Enter the required details in all the text boxes given here.

You can add any number of data here by clicking on **Save & Add More** button.

Once you enter all the relevant details, click on **Continue** button to go to **Other Details** page.

In case you select **Plot**, the following screen will appear.

Sanctioned Plan

Note:-Only JPG,PNG and PDF files of maximum size of 2 MB allowed

Select Type*
Plot

Permit Number *
Permit Date *

Valid Upto *

Proposed Start Date*
Proposed End Date *

Project Duration (In month)*

Upload Sanction Letter *
Choose File No file chosen

Upload Approved Map *
Choose File No file chosen

Upload Project Specifications*
Choose File No file chosen

Upload Approved Layout *
Choose File No file chosen

Save

Details of Apartment/Flat/Shop/Plot

Type Of Plot*
Select

Number Of Plots*
No file chosen

Save & Add More

Type	Type Of Plot	Number Of Plots	Action
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Continue

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First enter details of the Permit issued by Development Authority/Housing Board/Prescribed Authority for approval of your plan in the given text boxes and upload all the required documents.

Enter Proposed Start Date and Proposed End Date of the Project. **Proposed End Date** cannot be beyond the date for which construction permit has been sanctioned.

Now click on **Save** button to save the data.

Now enter details of all Types of Plots.

The following Types of Plot will be available :

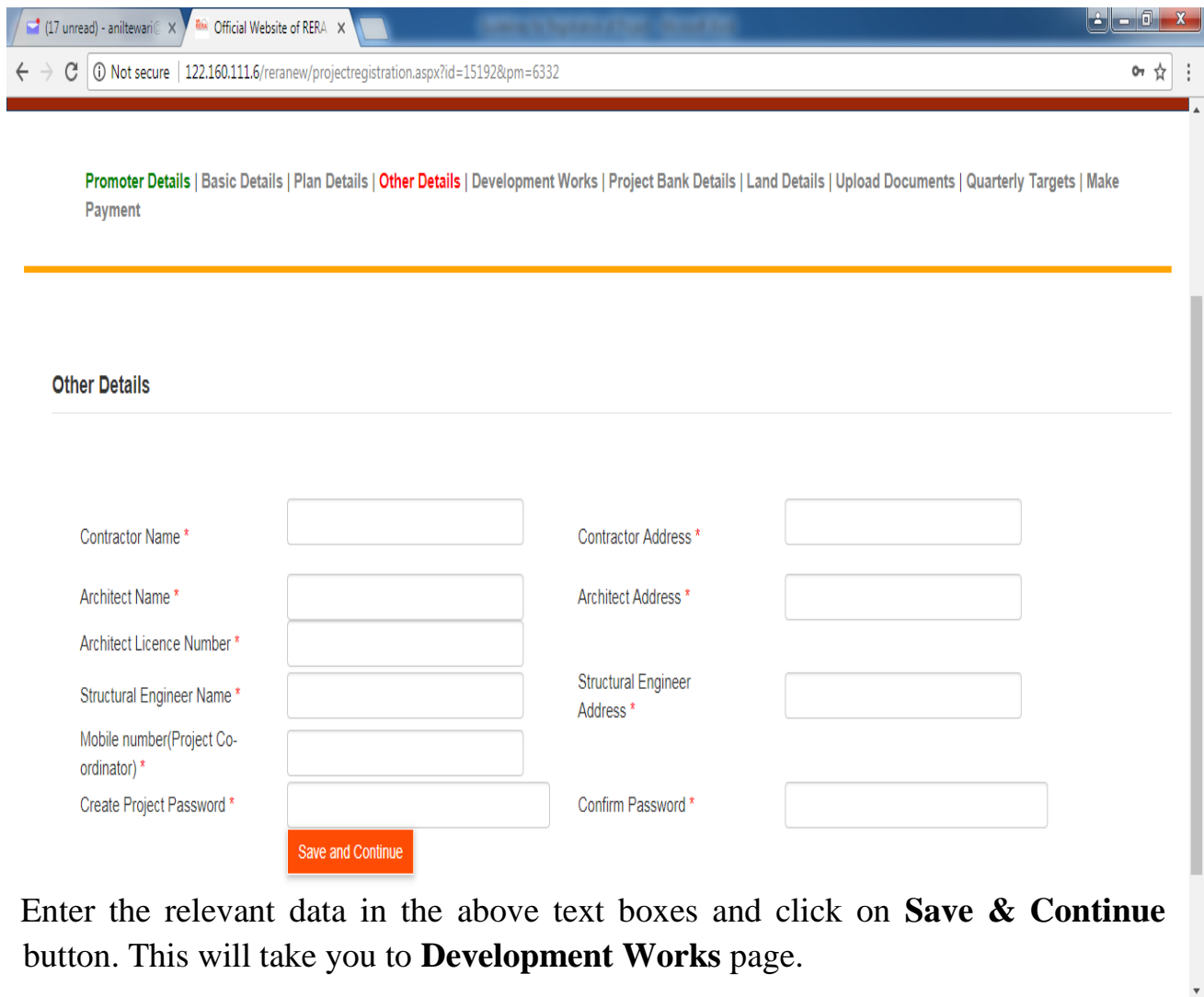
- Upto 100 sqm
- 100 to 150 sqm
- 150 to 200 sqm
- 200 to 250 sqm
- 250 to 500 sqm
- Above 500 sqm

Enter Number of each Type of Plot.

You can add any number of data here by clicking on **Save & Add More** button.

Once you enter all the relevant details, click on **Continue** button to go to **Other Details** page.

Now you are at **Others Details Page**



The screenshot shows a web browser window with the following details:

- Browser tabs: (17 unread) - aniltevari, Official Website of RERA
- Address bar: Not secure | 122.160.111.6/rer/new/projectregistration.aspx?id=151928&pm=6332
- Navigation menu: Promoter Details | Basic Details | Plan Details | **Other Details** | Development Works | Project Bank Details | Land Details | Upload Documents | Quarterly Targets | Make Payment
- Section header: **Other Details**
- Form fields:
 - Contractor Name *
 - Contractor Address *
 - Architect Name *
 - Architect Address *
 - Architect Licence Number *
 - Structural Engineer Name *
 - Structural Engineer Address *
 - Mobile number(Project Co-ordinator) *
 - Create Project Password *
 - Confirm Password *
- Button: Save and Continue

Enter the relevant data in the above text boxes and click on **Save & Continue** button. This will take you to **Development Works** page.

Now you at Development Works (Brief Description) page

Development Work Name	Enter Brief Description
Demarcation of Plots*	
Boundary Wall*	
Road Work*	
Footpaths*	
Water Supply Including Drinking Water Facilities*	
Sewer System*	
Drain*	
Parks*	
Tree Planting*	
Design For Electric Supply Including Street Lighting*	
Community Buildings*	
Treatment and Disposal System of Sewage and Sullage water*	
Solid Waste Management And Disposal System*	
Water Conservation System*	
Energy Management System Including Use of Renewable Energy*	
Fire Protection And Fire Safety System*	
Social Infrastructure And Other Public Amenities Including Public Health Services*	
Emergency Evacuation Services*	
Other Miscellaneous Work*	

Save and Continue

Enter Brief Logical Description against each Development Work Component. Click on **Save & Continue** button. This will take you to **Project Bank Details** page as below.

Project Bank Details

Account no. *

Name Of Account Holder *

Bank Name *

Branch Address *

Branch Name *

IFSC Code *

Save and Continue

Enter Bank Details of Escrow A/c. Only details of Escrow A/c should be given. **Separate A/c details have to be given for each project to be registered in RERA.**

Click on **Save & Continue** button. **Land Details** page as under will appear.

Back to Main Details

Add/View Khasra/Plot Details

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Total Hits: 126515638

Click on Add/View Khasra/Plot Details.
The following screen will appear.

Add Khasra/ Plot Details

Select * Khasra Number * Area (In Sq. Mt.)

Type	Khasra No	Khasra Area(In Sq. Mt.)
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Select Related Document No file chosen

* Only jpg, png and pdf files of max. size of 2 MB allowed.

Type	Uploaded File	No.	Date
------	---------------	-----	------

Click on **Select** button. The following two options will appear.

- Khasra
- Plot

Select the relevant option. Enter detail in the text boxes and click on ‘+’ button. Multiple Khasra/Plot details can be entered.

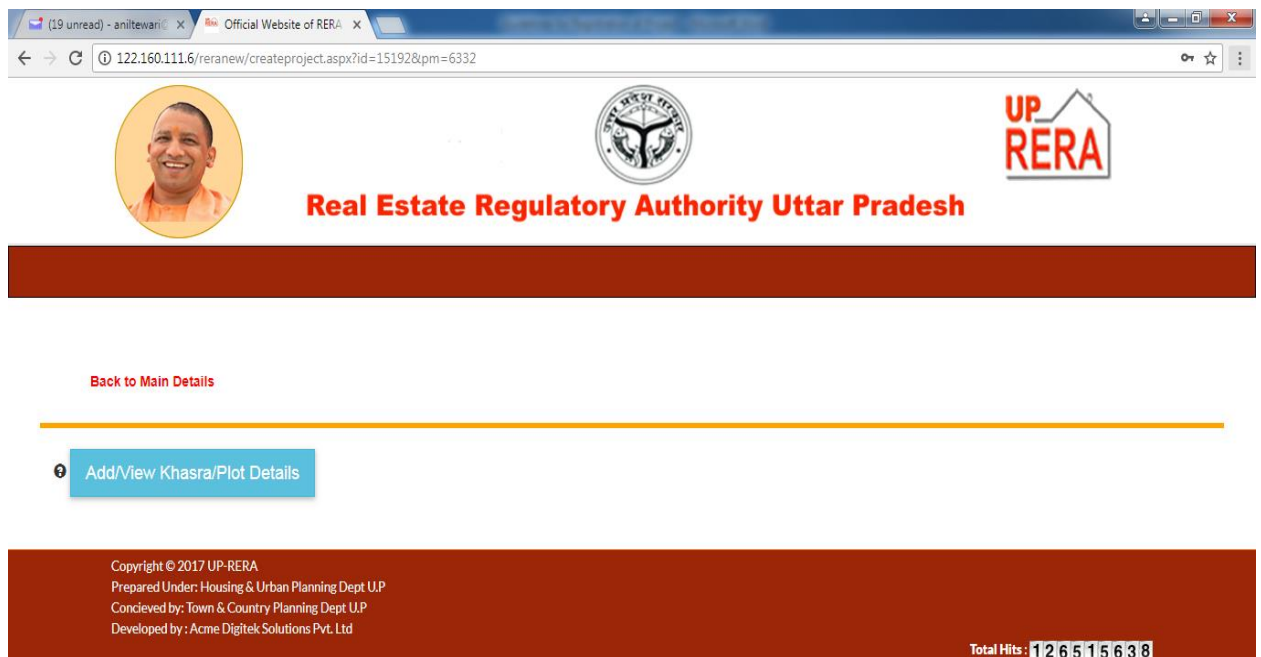
Now click in the text box given before **Select Related Document**. The following options will appear.

- Registry document
- Sale Deed
- Lease Deed
- Extract of Khatauni
- Allotment Letter issued by Competent Authority

Select relevant option and Upload the required file. Also, enter the number and date of the related document.

Only after giving above details and attaching documents, the data and document will be saved.

Now click on **Close** button, the following screen will appear



The screenshot shows a web browser window with the URL 122.160.111.6/rer/new/createproject.aspx?id=15192&pm=6332. The page header features a profile picture of a man, the RERA logo, and the text "Real Estate Regulatory Authority Uttar Pradesh". Below the header, there is a red bar with the text "Back to Main Details". A blue button labeled "Add/View Khasra/Plot Details" is visible. The footer contains copyright information: "Copyright © 2017 UP-RERA. Prepared Under: Housing & Urban Planning Dept U.P. Conceived by: Town & Country Planning Dept U.P. Developed by: Acme Digitek Solutions Pvt. Ltd." and a "Total Hits: 126515638" counter.

Click on **Back to Main Details** button in this page. This will take you to Main Menu of Registration.

Click on **Upload Documents** button in the Menu Bar of the Header.
The following screen will appear.

INSTRUCTION:

- 1. Only PDF files can be uploaded
- 2. Maximum file size can be 2 MB only

[Back to Main Details](#)

Applicable *	Document Name	Uploaded File	Uploaded File Name	Upload	Download
Select ▼	CA CERTIFICATE	Choose File No file chosen			
Select ▼	ARCHITECT CERTIFICATE	Choose File No file chosen			
Select ▼	STRUCTURAL ENGINEER CERTIFICATE	Choose File No file chosen			
Select ▼	Proforma of Application Form	Choose File No file chosen			
Select ▼	Proforma of Allotment Letter	Choose File No file chosen			
Select ▼	Proforma of Conveyance Deed	Choose File No file chosen			
Select ▼	Proforma of Completion Certificate(Occupancy)	Choose File No file chosen			
Select ▼	Waste Disposal Plan	Choose File No file chosen			
Select ▼	Water Supply Plan	Choose File No file chosen			
Select ▼	Electricity Supply Plan	Choose File No file chosen			
Select ▼	Water Supply Plan	Choose File No file chosen			
Select ▼	Electricity Supply Plan	Choose File No file chosen			
Select ▼	Development Work Plan	Choose File No file chosen			
Select ▼	Affidavit	Choose File No file chosen			
Select ▼	Electrical Clearance Certificate	Choose File No file chosen			
Select ▼	Electrical Safety Certificate From Directorate of Electrical Safety	Choose File No file chosen			
Select ▼	Environment Clearance Certificate	Choose File No file chosen			
Select ▼	Sanction Certification of Bank Construction Finance	Choose File No file chosen			
Select ▼	Sanction Letter From Bank For Home Loan	Choose File No file chosen			
Select ▼	NOC From Fire Fighting Department	Choose File No file chosen			
Select ▼	Municipal Clearance For Sewerage And Other Infrastructure	Choose File No file chosen			
Select ▼	Details of Encumbrances	Choose File No file chosen			
Select ▼	Commencement Certificate	Choose File No file chosen			
Select ▼	Project Brochure/Prospectus	Choose File No file chosen			
Select ▼	Height Clearance of Airport Authority of India	Choose File No file chosen			
Select ▼	Other (If Any)	Choose File No file chosen			

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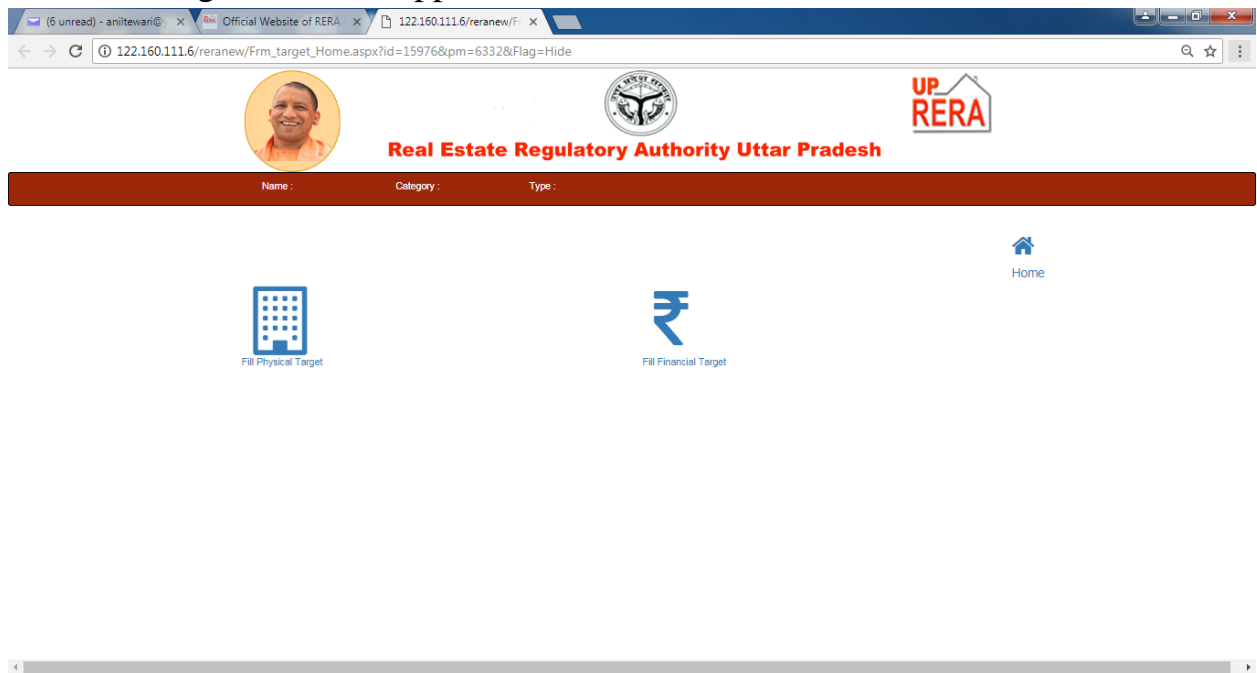
Click on **Applicable** button given against each Document Name. The following two options will appear.

- Yes
- No

If you select 'Yes', upload the relevant Document by clicking on 'Upload' button in Action column. If 'No' then click on 'Save' button in Action column. Continue till you have selected all the given documents. Without selecting 'Yes/No' against every specified document, you cannot go to next field.

Once you have uploaded/saved all the relevant documents, Click on **Back to Main Details** button and click on **Quarterly Targets** button in the Menu Bar of the Header.

The following screen will appear.



This page will allow you to enter Physical and Financial Targets of your project. First click on 'Fill Physical Target' button. The following screen will appear.



Click in the text box given before **Select Development Type** button. The following two options will appear.

- Plotted Development
- Building/Apartment

If you select **Plotted Development**, the following screen will appear.

The screenshot shows the RERA Uttar Pradesh website interface. At the top, there is a navigation bar with the RERA logo and the text 'Real Estate Regulatory Authority Uttar Pradesh'. Below this, there is a header with fields for Name, Category, Type, Entry Section, Download Section, and Achievement. The main content area is titled 'Enter Targets' and features a dropdown menu for 'Select Development Type' set to 'Plotted Development'. A 'Reset' button is visible. Below the dropdown is a table with the following structure:

Activities Applicable(Yes/No)	Activity	Start Date	End Date	Action
Select ▼	Site mobilization including site office & barricading			
Select ▼	Demarcation of Plots			
Select ▼	Boundary Wall			
Select ▼	Road Work			
Select ▼	Footpaths			
Select ▼	Water Supply			
Select ▼	Sewers			
Select ▼	Drain			
Select ▼	Parks			
Select ▼	Tree Planting			
Select ▼	Street Lighting			
Select ▼	Community Buildings			
Select ▼	Treatment and Disposal System of Sewage and Sullage water			
Select ▼	Solid waste management and disposal works			
Select ▼	Water conservation works			
Select ▼	Energy management works			
Select ▼	Fire protection and fire safety works			
Select ▼	Social infrastructure and other public amenities			
Select ▼	Other Miscellaneous Work			

Click on **Activity Applicable** button given against each Activity. The following two options will appear.

- Yes
- No

If you select 'Yes', Enter Start Date and End Date for completion of this Activity. Click on **Target** button in the Action column for this activity, enter the target and proceed to next activity.

If you select 'No', click on 'Save' button in the Action column and proceed to next activity.

Complete this task for all the Activities given in the Table. Without selecting 'Yes/No' against each activity, you cannot go to next task.

If you select **Building/Apartment**, the following screen will appear.

The screenshot shows the RERA Uttar Pradesh website interface. At the top, there is a navigation bar with the RERA logo and the text 'Real Estate Regulatory Authority Uttar Pradesh'. Below this, there is a header with fields for Name, Category, Type, Entry Section, Download Section, and Achievement. The main content area is titled 'Enter Targets' and features a dropdown menu for 'Select Development Type' set to 'Building/Apartment' and another dropdown menu for 'Select Format Type' set to 'Select'. Below these dropdowns are two buttons: 'Generate Activities' and 'Reset'.

Now click in the text box given before **Select Format Type** button.

The following two options will appear.

- Development Work Related to Building Activities
- Building-Apartment Construction Activities

You have to select both the options one by one to complete Quarterly Target entries.

First select **Development Work Related to Building Activities**. The following screen will appear.

The screenshot shows the 'Enter Targets' section of the RERA website. It includes a navigation bar with 'Name', 'Category', 'Type', 'Entry Section', 'Download Section', and 'Achievement' tabs. Below the navigation bar, there are two dropdown menus: 'Select Development Type' (set to 'Building/Apartment') and 'Select Format Type' (set to 'Development Work Related to Building Activities'). A red 'Generate Activities' button and a yellow 'Reset' button are positioned below the dropdowns.

Click on **Generate Activities** button. The following screen will appear.

The screenshot shows the 'Enter Targets' section of the RERA website after clicking the 'Generate Activities' button. The dropdown menus remain the same. Below the 'Reset' button, a table of activities is displayed. The table has five columns: 'Activities Applicable(Yes/No)', 'Activity', 'Start Date', 'End Date', and 'Action'. The 'Activities Applicable' column contains a 'Select' dropdown for each row. The 'Activity' column lists various construction-related tasks.

Activities Applicable(Yes/No)	Activity	Start Date	End Date	Action
Select	Boundary Wall			
Select	Road Work			
Select	Footpaths			
Select	Water Supply			
Select	Sewers			
Select	Drain			
Select	Parks			
Select	Tree Planting			
Select	Street Lighting			
Select	Community Buildings			
Select	Treatment and Disposal System of Sewage and Sullage water			
Select	Solid waste management and disposal works			
Select	Water conservation works			
Select	Energy management works			
Select	Fire protection and fire safety works			
Select	Social infrastructure and other public amenities			
Select	Other Miscellaneous Work			

Click on **Activity Applicable** button given against each Activity. The following two options will appear.

- Yes
- No

If you select '**Yes**', Enter Start Date and End Date for completion of this Activity. Click on **Target** button in the Action column for this activity, enter the target and proceed to next activity.

If you select '**No**', click on '**Save**' button in the Action column and proceed to next activity.

Complete this task for all the Activities given in the Table. Without selecting '**Yes/No**' against each activity, you cannot go to next task.

Now select **Building-Apartment Construction Activities**. The following screen will appear.



The screenshot shows a web browser window with the URL 122.160.111.6/raanew/fm_activity_targets_entry.aspx?id=15192. The page header includes the RERA logo and the text "Real Estate Regulatory Authority Uttar Pradesh". Below the header, there is a navigation bar with links for "Name", "Category", "Type", "Entry Section", "Download Section", and "Achievement". The main content area features a form titled "Enter Targets" with the following fields:

- Select Development Type: Building/Apartment
- Select Format Type: Building-Apartment Construction Activities
- Tower/Block Name: Select
- Number of Floors: [Empty field]

At the bottom of the form, there are two buttons: "Generate Activities" (red) and "Reset" (yellow).

Tower/Block Name and Number of Floors in this Tower/Block will be automatically taken from the Details of Apartment/Flat/Shop given in the **Sanctioned Plan** page..

Click on **Generate Activities** button. The following screen will appear.

122.160.111.6/renew/frm_activity_targets_entry.aspx?id=15192

Name : Category : Type : Entry Section Download Section Achievement

Enter Targets

Select Development Type: Building/Apartment
 Select Format Type: Building-Apartment Construction Activities
 Tower/Block Name: Select
 Number of Floors:

Activities Applicable (Yes/No)	Activity	Start Date	End Date	Action
Select ▼	Site mobilization including site office & barricating			
Select ▼	Excavation for Basements			
Select ▼	Piling Work			
Select ▼	P.C.C for raft & Wall			
Select ▼	Water proofing for raft			
Select ▼	RCC for raft foundation			
Select ▼	Retaining wall footing & walls			
Select ▼	Column upto basement slab			
Select ▼	Basement slab			
Select ▼	Column upto 1st basement slab			
Select ▼	1st Basement slab			
Select ▼	Column upto 2nd basement slab			
Select ▼	2nd Basement slab			
Select ▼	Stilt/ G.F.Columns			
Select ▼	Stilt/ G.F. Slab			
Select ▼	Brick Work			
Select ▼	Plaster			
Select ▼	Flooring			
Select ▼	Door / Window			
Select ▼	Internal Services			
Select ▼	Grill, Railing			
Select ▼	Electrical Works			
Select ▼	Internal Painting			
Select ▼	Fixtures			
Select ▼	External finishing/Painting			
Select ▼	Fire Fighting			
Select ▼	Lift & Escalators			
Select ▼	Miscellaneous Finishing & Other Work			

Click on **Activity Applicable** button given against each Activity. The following two options will appear.

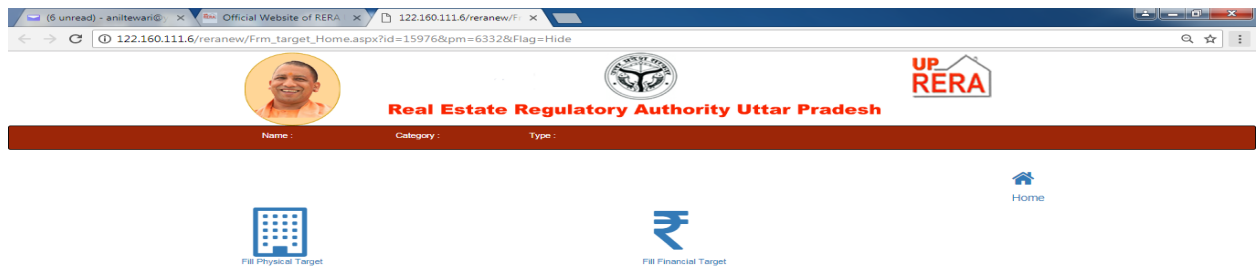
- Yes
- No

If you select **'Yes'**, Enter Start Date and End Date for completion of this Activity. Click on **Target** button in the **Action** column for this activity, enter the target and proceed to next activity.

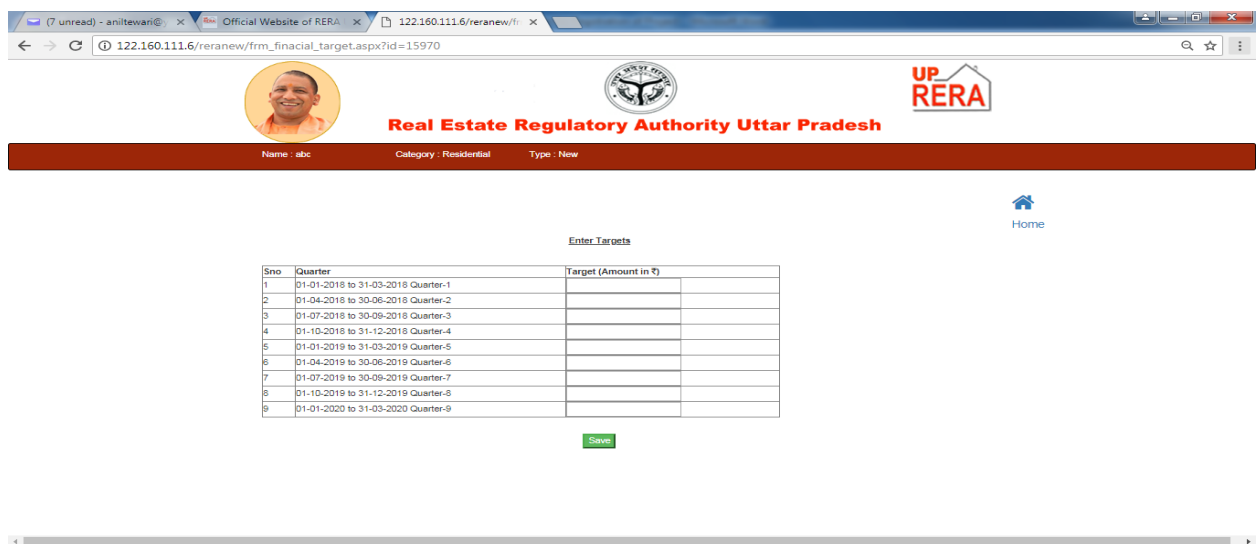
If you select **'No'**, click on **'Save'** button in the Action column and proceed to next activity.

Complete this task for all the Activities given in the Table. Without selecting **'Yes/No'** against each activity, you cannot go to next task.

Now click on **'Home'** button. The following screen will appear again.



Click on 'Fill Financial Target' button. The following screen will appear.



Enter Targets for each Quarter and close the Tab.

Now click on **Make Payment** button in the Menu Bar of the Header.

Before making payment, clear History and Allow Popup from your Browser setting.

You can make payment by using either PNB or ICICI gateway.

Once your payment is successful, your Project Registration process is complete.

Guidelines for Editing Registered Project & Promoter details and Updating Achievement

General Instructions

1. All the fields are mandatory. In case any field is not applicable, enter “NA”
2. Special characters like %, &, #, @, *, (,), “, etc. not allowed.
3. Documents only upto the size of 2 MB can be uploaded.
4. All the Uploaded Documents must be perfectly legible.
5. Check **Alert** message of the Main project page for any missing/incomplete details.

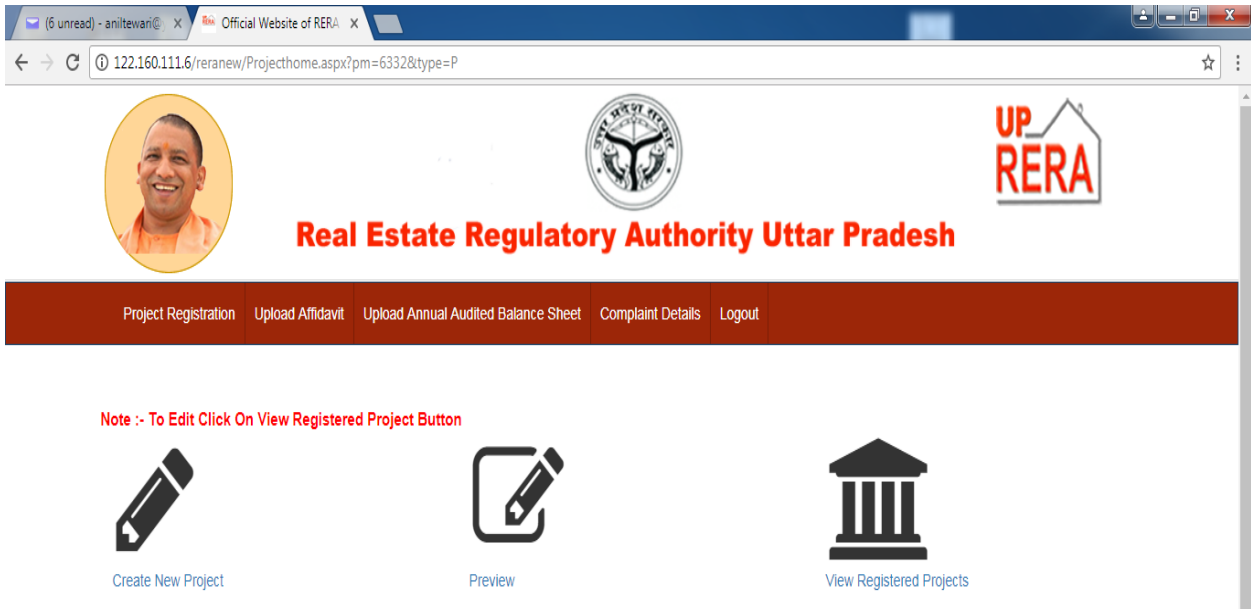
Step by Step Guide

1. Log on to www.up-rera.in
2. The following screen will appear



The screenshot shows the official website of the Real Estate Regulatory Authority Uttar Pradesh (UP RERA). The browser address bar displays the URL 122.160.111.6/reranew/index. The website header features a profile picture of a man, the RERA logo, and the text "Real Estate Regulatory Authority Uttar Pradesh" along with the "UP RERA" logo. A navigation menu includes links for "ABOUT RERA", "LEGAL", "REGISTRATIONS", "COMPLAINT", "LOGIN", and "CONTACT US". A notice banner states: "Notice! s/Promoters, Kindly check your latest hearing date before coming for hearing . . . To download Complaint Hearing Notice go to Promoter/Agent Login . . . To downlo". The main content area is divided into two columns. The left column is titled "ABOUT RERA" and contains the text: "The Real Estate (Regulation and Development) Act, 2016 is an Act of the Parliament of India which seeks to protect home-buyers as well as help boost investments in the real estate industry. The Act came into force from 1 May 2016." Below this text is a "Read More" button. The right column is titled "SEARCH" and contains a search bar with four options: "REGISTERED PROMOTER", "REGISTERED PROJECTS", "REGISTERED AGENT", and "VERIFY RERA REGISTRATION". At the bottom of the page, there are two sections: "Important Links" with a mouse icon and "Circulars & Notices" with a document icon.

3. Login as a Promoter with your registered Login Id and Password.
4. Once your Login ID and Password is verified, the following screen will appear



5. Click on View Registered Project.
6. Select the Project you want to Edit and click on **'Search'** button.
7. The details of the selected project will appear on the screen.
8. Now click on **'Click Here to Pay for Editing Project'** button. The amount to be paid will be 10% of the Registration Fee up to 06.06.2018 and 20% of the Registration Fee from 07.06.2018 to 06.07.2018.
9. **Before making payment, clear History and Allow Popup from your Browser setting.**
10. You can make payment by using either PNB or ICICI gateway.
11. Once your payment is successful, following options will be available in your Registration page.
 - Edit Promoter Details
 - Edit Project Details
 - Edit Quarterly Target
 - Update QPR Achievement
 - Update Booking, Sales, Payments, etc.
12. Fields which are editable by the Promoter bear **'Blue'** edit button and which are editable by RERA bear **'Red'** edit button.
13. Missing details must be **compulsorily** added by the Promoter to complete the Registration.
14. Click on **'Edit Project Details'** button.
15. Section-wise fields which can be edited and details required to be given by you in your Registration page are as follows :

- **Basic Details Section**

- **Fields which can be edited**

- Tehsil and Latitudes/Longitudes.

- **Details required to be given by you**

- Sanctioning Competent Authority.
 - New Agent. Select '**Not applicable**' if no agent is associated with the project.

- **Plan Details**

- Select one of the following two options
 - Apartment/Flat/Shop
 - Plot
 - Previously entered Permit Number and Permit date will appear.
 - Enter Valid Upto Date (date of validity of Permit).
 - Revised End Date is Proposed End Date of your project and it is editable. This date cannot be beyond date of validity of Permit/Sanction letter mentioned in Valid Upto text box.
 - Upload all the required documents and click on **Save** button to save the data.
 - Data will be saved only after all the required documents have been uploaded successfully.
 - In case New Permit Number has been issued by the Competent Authority, click on **Click here to add another Permit detail** button and enter Revalidated Permit Number, Revalidated Permit Date and Valid Upto Date (date of validity of Permit) and upload all the documents and click on **Save** button.
 - Multiple entries for Permit details are allowed.
 - Now enter details of Apartment/Flat/Shop/Plot, as the case may be.
 - In case of Apartment/Flat/Shop, enter details of all the Blocks/Towers of your project. All Blocks /Towers and No. of floors entered here will be transferred to your **Quarterly Target** page of registration.
 - The following Types of Apartment/Flat/Shop will be available :
 - Studio
 - 1 BHK
 - 2 BHK
 - 3 BHK
 - 4 BHK

- Penthouse
 - Villa
 - Shop
 - Other
- If Type of Apartment/Flat/Shop on the same floor are different, you have to give separate entry for each type. For example, if on 1st floor, there are two types of Apartment/ Flat/Shop viz. 1 BHK & 2 BHK, there will be two entries for 1st floor.
 - You can add any number of data here by clicking on **Save & Add More** button.
 - In case of Plot, the following Types of Plots will be available :
 - Upto 100 sqm
 - 100 to 150 sqm
 - 150 to 200 sqm
 - 200 to 250 sqm
 - 250 to 500 sqm
 - Above 500 sqm
 - Enter Number of Plots of each Type of Plot. You can add any number of data here by clicking on **Save & Add More** button.

▪ **Development Works Section**

Promoter Details | Basic Details | Plan Details | Other Details | **Development Works** | Project Bank Details | Land Details | Upload Documents | Quarterly Targets | Make Payment

Development Works (Brief Description)

Development Work Name	Enter Brief Description
Demarcation of Plots*	
Boundary Wall*	
Road Work*	
Footpaths*	
Water Supply Including Drinking Water Facilities*	
Sewer System*	
Drain*	
Parks*	
Tree Planting*	
Design For Electric Supply Including Street Lighting*	
Community Buildings*	
Treatment and Disposal System of Sewage and Sullage water*	
Solid Waste Management And Disposal System*	
Water Conservation System*	
Energy Management System Including Use of Renewable Energy*	
Fire Protection And Fire Safety System*	
Social Infrastructure And Other Public Amenities Including Public Health Services*	
Emergency Evacuation Services*	
Other Miscellaneous Work*	

Enter Brief Logical Description against each Development Work Component. In case any component is not applicable, enter 'NA'. Click on **Save & Continue** button.

▪ **Land Details Section**

Add Khasra/ Plot Details ×

Select * Khasra Number * Area (In Sq. Mt.) *

Type	Khasra No	Khasra Area(In Sq. Mt.)
------	-----------	-------------------------

Select Related Document * No file chosen

* Only jpg, png and pdf files of max. size of 2 MB allowed.

Type	Uploaded File	No.	Date
------	---------------	-----	------

Click on **Select** button. The following two options will appear.

- Khasra
- Plot

Select the relevant option. Enter details in the text boxes and click on ' +' button.

Multiple Khasra/Plot details can be entered.

Now click in the text box given before **Select Related Document**. The following options will appear.

- Registry document
- Sale Deed
- Lease Deed
- Extract of Khatauni
- Allotment Letter issued by Competent Authority

Select relevant option and Upload the required document. Also, enter the number and date of the related document.

Only after giving above details and attaching documents, the data and document will be saved.

■ Upload Documents Section

INSTRUCTION:

- 1. Only PDF files can be uploaded
- 2. Maximum file size can be 2 MB only

[Back to Main Details](#)

Applicable *	Document Name	Uploaded File	Uploaded File Name	Upload	Download
Select ▼	CA CERTIFICATE	Choose File No file chosen			
Select ▼	ARCHITECT CERTIFICATE	Choose File No file chosen			
Select ▼	STRUCTURAL ENGINEER CERTIFICATE	Choose File No file chosen			
Select ▼	Proforma of Application Form	Choose File No file chosen			
Select ▼	Proforma of Allotment Letter	Choose File No file chosen			
Select ▼	Proforma of Conveyance Deed	Choose File No file chosen			
Select ▼	Proforma of Completion Certificate(Occupancy)	Choose File No file chosen			
Select ▼	Waste Disposal Plan	Choose File No file chosen			
Select ▼	Water Supply Plan	Choose File No file chosen			
Select ▼	Electricity Supply Plan	Choose File No file chosen			
Select ▼	Water Supply Plan	Choose File No file chosen			
Select ▼	Electricity Supply Plan	Choose File No file chosen			
Select ▼	Development Work Plan	Choose File No file chosen			
Select ▼	Affidavit	Choose File No file chosen			
Select ▼	Electrical Clearance Certificate	Choose File No file chosen			
Select ▼	Electrical Safety Certificate From Directorate of Electrical Safety	Choose File No file chosen			
Select ▼	Environment Clearance Certificate	Choose File No file chosen			
Select ▼	Sanction Certification of Bank Construction Finance	Choose File No file chosen			
Select ▼	Sanction Letter From Bank For Home Loan	Choose File No file chosen			
Select ▼	NOC From Fire Fighting Department	Choose File No file chosen			
Select ▼	Municipal Clearance For Sewerage And Other Infrastructure	Choose File No file chosen			
Select ▼	Details of Encumbrances	Choose File No file chosen			
Select ▼	Commencement Certificate	Choose File No file chosen			
Select ▼	Project Brochure/Prospectus	Choose File No file chosen			
Select ▼	Height Clearance of Airport Authority of India	Choose File No file chosen			
Select ▼	Other (If Any)	Choose File No file chosen			

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 Prepared Under: Housing & Urban Planning Dept U.P
 Conceived by: Town & Country Planning Dept U.P
 Developed by: Acme Digitek Solutions Pvt. Ltd

Total Hits: 126516695

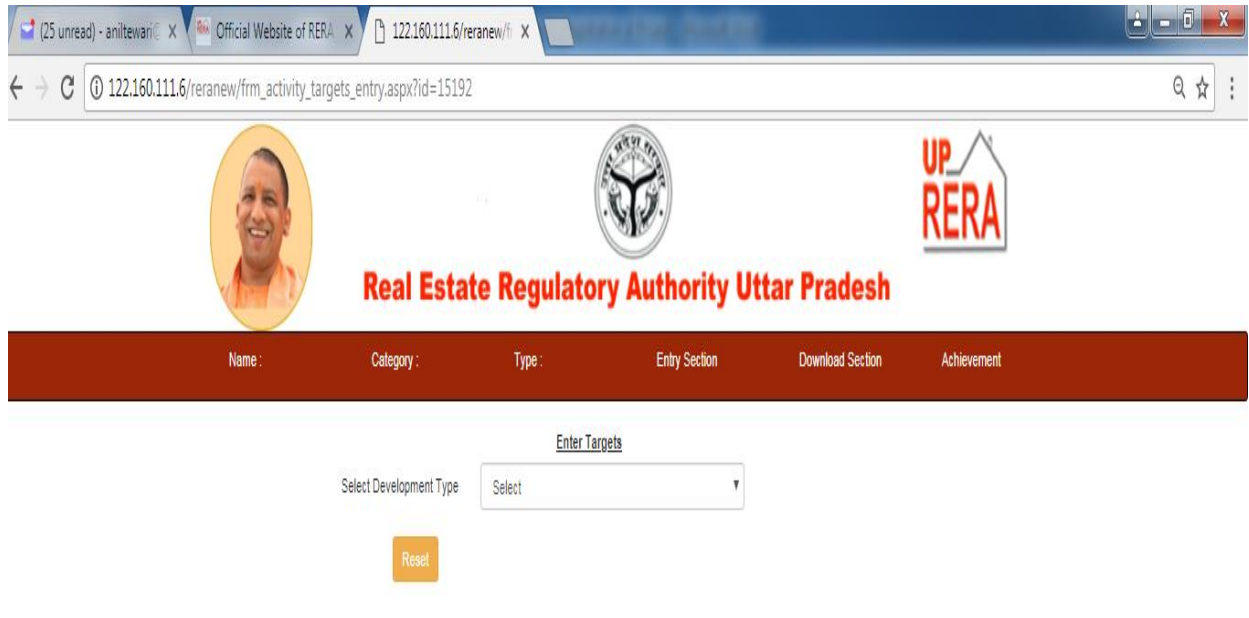
Click on **Applicable** button given against each Document Name. The following two options will appear.

- Yes
- No

If you select **‘Yes’**, upload the relevant Document by clicking on **‘Upload’** button in Action column. If **‘No’** then click on **‘Save’** button in Action column. Continue till you have selected all the given documents. Without selecting **‘Yes/No’** against the specified document, you cannot go to next field.

16. Now click on **Click here to edit Quarterly Target** button. The following screen will appear. This page will allow you to enter Physical and Financial Targets of your project.

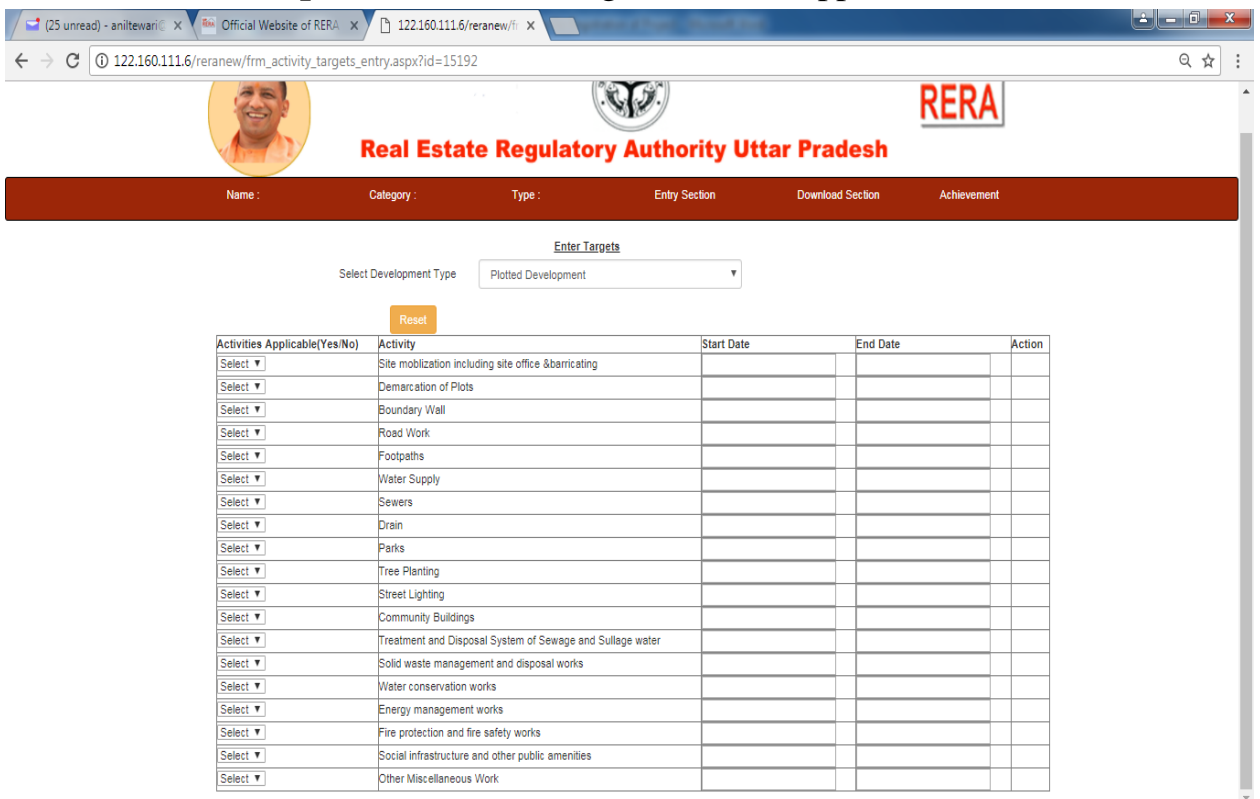
First click on **'Fill Physical Target'** button. The following screen will appear



Click in the text box given before **Select Development Type** button. The following two options will appear.

- Plotted Development
- Building/Apartment

For **Plotted Development**, the following screen will appear.



Click on **Activity Applicable** button given against each Activity. The following two options will appear.

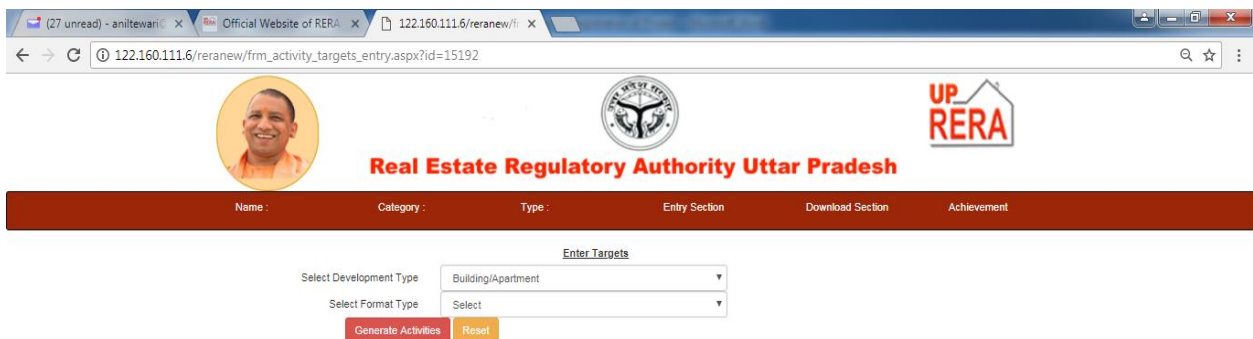
- Yes
- No

If you select **‘Yes’**, enter Start Date and End Date for completion of this Activity. Click on **Target** button in the Action column for this activity, enter the target and proceed to next activity.

If you select **‘No’**, click on **‘Save’** button in the Action column and proceed to next activity.

Complete this task for all the Activities given in the Table. Without selecting **‘Yes/No’** against each activity, you cannot go to next task.

For **Building/Apartment**, the following screen will appear



The screenshot shows a web browser window with the URL 122.160.111.6/reranew/frm_activity_targets_entry.aspx?id=15192. The page header includes the RERA logo and the text "Real Estate Regulatory Authority Uttar Pradesh". Below the header is a navigation bar with links for "Name", "Category", "Type", "Entry Section", "Download Section", and "Achievement". The main content area features a form titled "Enter Targets" with two dropdown menus: "Select Development Type" (set to "Building/Apartment") and "Select Format Type" (set to "Select"). Below the dropdowns are two buttons: "Generate Activities" and "Reset".

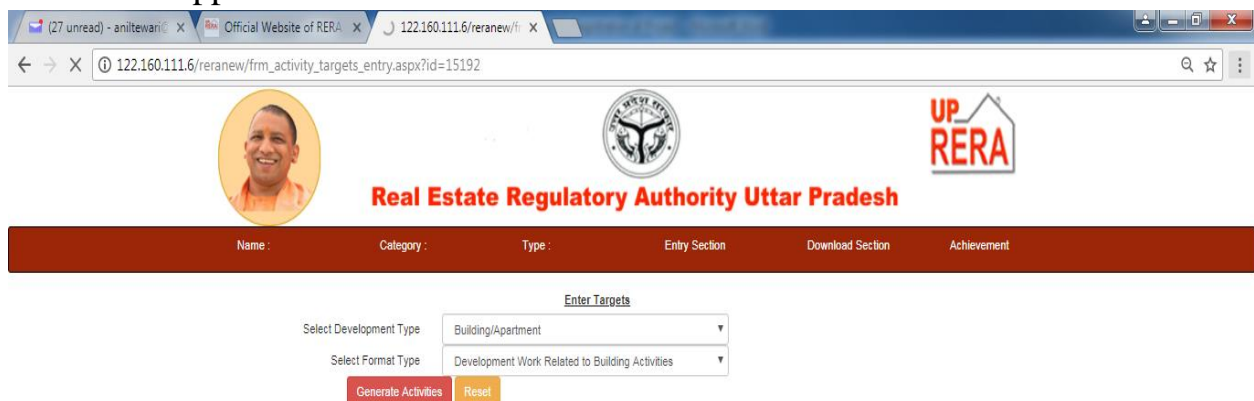
Now click in the text box given before **Select Format Type** button.

The following two options will appear.

- Development Work Related to Building Activities
- Building-Apartment Construction Activities

You have to select both the options one by one to complete Quarterly Target entries.

First select **Development Work Related to Building Activities**. The following screen will appear.



The screenshot shows the same web browser window as the previous one, but the "Select Format Type" dropdown menu is now set to "Development Work Related to Building Activities". The "Generate Activities" and "Reset" buttons remain visible below the dropdowns.

Click on **Generate Activities** button. The following screen will appear

The screenshot shows a web browser window with the URL 122.160.111.6/rernew/frm_activity_targets_entry.aspx?id=15192. The page header includes the RERA logo and the text 'Real Estate Regulatory Authority Uttar Pradesh'. Below the header is a navigation bar with links for Name, Category, Type, Entry Section, Download Section, and Achievement. The main content area is titled 'Enter Targets' and contains two dropdown menus: 'Select Development Type' (set to 'Building/Apartment') and 'Select Format Type' (set to 'Development Work Related to Building Activities'). A 'Reset' button is located below the dropdowns. Below the button is a table with the following structure:

Activities Applicable(Yes/No)	Activity	Start Date	End Date	Action
Select ▼	Boundary Wall			
Select ▼	Road Work			
Select ▼	Footpaths			
Select ▼	Water Supply			
Select ▼	Sewers			
Select ▼	Drain			
Select ▼	Parks			
Select ▼	Tree Planting			
Select ▼	Street Lighting			
Select ▼	Community Buildings			
Select ▼	Treatment and Disposal System of Sewage and Sullage water			
Select ▼	Solid waste management and disposal works			
Select ▼	Water conservation works			
Select ▼	Energy management works			
Select ▼	Fire protection and fire safety works			
Select ▼	Social infrastructure and other public amenities			
Select ▼	Other Miscellaneous Work			

Click on **Activity Applicable** button given against each Activity. The following two options will appear.

- Yes
- No

If you select **‘Yes’**, enter Start Date and End Date for completion of this Activity. Click on **Target** button in the Action column for this activity, enter the target and proceed to next activity.

If you select **‘No’**, click on **‘Save’** button in the Action column and proceed to next activity.

Complete this task for all the Activities given in the Table. Without selecting **‘Yes/No’** against each activity, you cannot go to next task.

Now select **Building-Apartment Construction Activities**. The following screen will appear



The screenshot shows a web browser window with the URL 122.160.111.6/ranew/frm_activity_targets_entry.aspx?id=15192. The page header features a portrait of a man, the RERA logo, and the text "Real Estate Regulatory Authority Uttar Pradesh". Below the header is a navigation bar with the following items: Name, Category, Type, Entry Section, Download Section, and Achievement.

Enter Targets

Select Development Type	Building/Apartment ▼
Select Format Type	Building-Apartment Construction Activities ▼
Tower/Block Name	Select ▼
Number of Floors	

[Generate Activities](#) [Reset](#)

Tower/Block Name and Number of Floors in this Tower/Block will be automatically taken from the Details of Apartment/Flat/Shop given in the **Sanctioned Plan** page..

Click on **Generate Activities** button. The following screen will appear.

122.160.111.6/rernew/frm_activity_targets_entry.aspx?id=15192

Name : Category : Type : Entry Section Download Section Achievement

Enter Targets

Select Development Type: Building/Apartment
 Select Format Type: Building-Apartment Construction Activities
 Tower/Block Name: Select
 Number of Floors:

Activities Applicable (Yes/No)	Activity	Start Date	End Date	Action
Select ▼	Site mobilization including site office & barricating			
Select ▼	Excavation for Basements			
Select ▼	Piling Work			
Select ▼	P.C.C for raft & Wall			
Select ▼	Water proofing for raft			
Select ▼	RCC for raft foundation			
Select ▼	Retaining wall footing & walls			
Select ▼	Column upto basement slab			
Select ▼	Basement slab			
Select ▼	Column upto 1st basement slab			
Select ▼	1st Basement slab			
Select ▼	Column upto 2nd basement slab			
Select ▼	2nd Basement slab			
Select ▼	Stilt/ G.F.Columns			
Select ▼	Stilt/ G.F. Slab			
Select ▼	Brick Work			
Select ▼	Plaster			
Select ▼	Flooring			
Select ▼	Door / Window			
Select ▼	Internal Services			
Select ▼	Grill, Railing			
Select ▼	Electrical Works			
Select ▼	Internal Painting			
Select ▼	Fixtures			
Select ▼	External finishing/Painting			
Select ▼	Fire Fighting			
Select ▼	Lift & Escalators			
Select ▼	Miscellaneous Finishing & Other Work			

Click on **Activity Applicable** button given against each Activity. The following two options will appear.

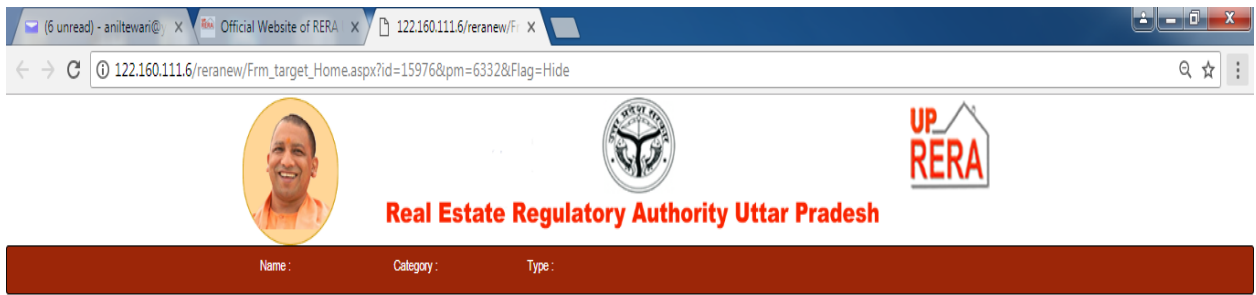
- Yes
- No

If you select **'Yes'**, enter Start Date and End Date for completion of this Activity. Click on **Target** button in the **Action** column for this activity, enter the target and proceed to next activity.

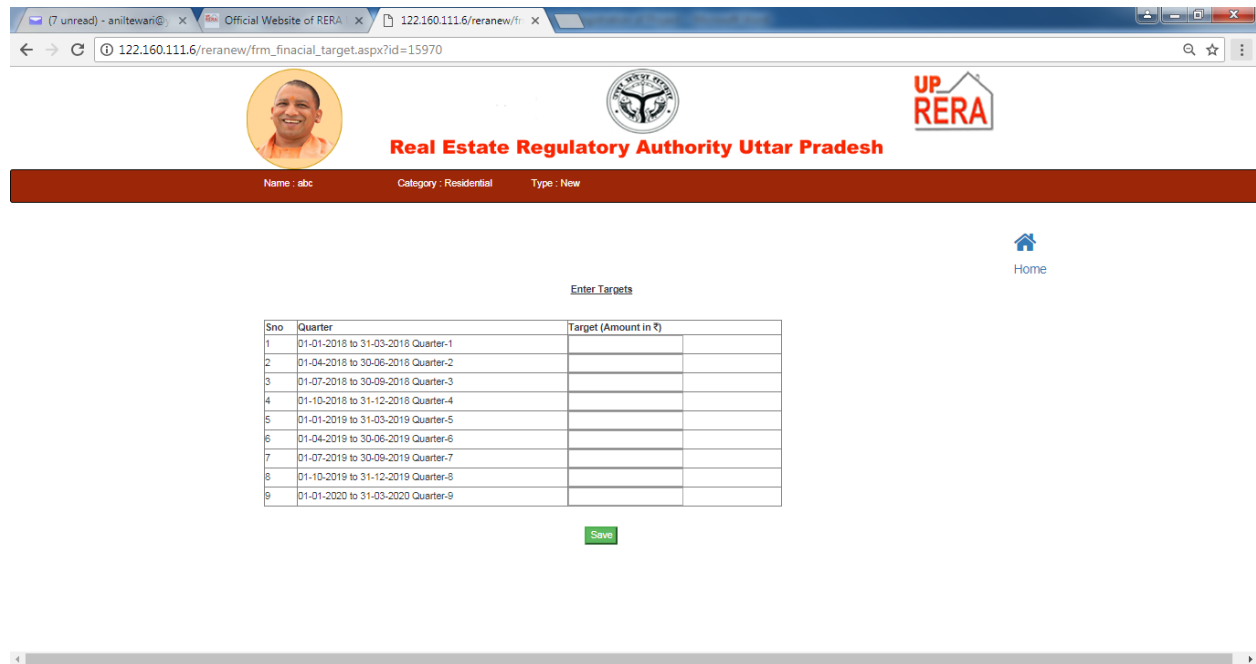
If you select **'No'**, click on **'Save'** button in the Action column and proceed to next activity.

Complete this task for all the Activities given in the Table. Without selecting **'Yes/No'** against each activity, you cannot go to next task.

Now click on **'Home'** button. The following screen will appear again



Click on 'Fill Financial Target' button. The following screen will appear



Enter Targets for each Quarter and close the Tab.

Edit Promoter Details

Promoter is required to complete the missing details given at the time of Registration.

Click on **Edit Promoter Details** button. The following screen will appear.

The screenshot shows a web browser window with the URL `122.160.111.6/reranew/project`. The page title is "Promoters Registration". The form is titled "Promoter Details:" and contains the following fields:

- Applicant Type ***: A dropdown menu with "Select" as the current value.
- Promoter Name ***: A text input field.
- Father's Name ***: A text input field.
- Occupation ***: A text input field.
- Photograph ***: A "Choose File" button with "No file chosen" and a note: "Only jpg and png files of maximum size of 100kb allowed."
- Address ***: A text input field.
- PAN Number ***: A text input field.
- PAN Copy ***: A "Choose File" button with "No file chosen" and a note: "Only jpg, png and pdf files of maximum size of 100kb allowed."
- Email ***: A text input field.
- Password ***: A text input field with "Password" as a placeholder.
- Confirm Password ***: A text input field with "Confirm Password" as a placeholder.
- Mobile ***: A text input field with "9450391233" as the value.
- Aadhaar Number ***: A text input field.
- Aadhaar Copy ***: A "Choose File" button with "No file chosen" and a note: "Only jpg, png and pdf files of maximum size of 100kb allowed."
- Number of Projects Launched in Past 5 Years ***: A dropdown menu with "Select" as the current value.
- Audited Balance Sheet Of Preceding year* Website Of Promoter ***: A "Choose File" button with "No file chosen" and a note: "Only pdf files of maximum size of 2mb allowed."
- Income Tax Return of Preceding 3 Years ***: Three "Choose File" buttons, each with "No file chosen" and a note: "Only pdf files of maximum size of 2mb allowed."

At the bottom of the form, there is a checkbox: I/We certify that the foregoing information is correct and complete to the best of my/our knowledge and belief.

Below the checkbox are two buttons: **Save** and **Cancel**.

The footer of the page contains the following text:

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Prepared Under: Housing & Urban Planning Dept U.P.
Conceived by: Town & Country Planning Dept U.P.
Developed by: Acme Digitek Solutions Pvt. Ltd
Best viewed in

Total Hits: 126503312

Upload the following Documents in the **jpg/png/pdf** formats. (**Size mentioned in the above form**)

For Individual :Photograph, PAN & Aadhaar of the applicant .

For Company :Company Registration Certificate, PAN, CIN/TAN, Brief detail of Enterprise, Photograph of Chairman and Photographs of all Partners/Directors.

For Proprietorship Firm/Societies/Partnership Firm :Company Registration Certificate, PAN, CIN/TAN, Brief detail of Enterprise and Photographs of all Partners/Directors.

For Competent Authority : PAN, CIN/TAN and Photograph of Housing Commissioner/CEO/VC.

For Local Authority :PAN, CIN/TAN and Photograph of M.C./E.O.

Now click in the text box given before **Number of projects launched in Past 5 years** and select the relevant option. For each project, the following informations need to be entered :

- Name of Project
- Status (Completed/Ongoing)
- Land Details
 - State, District, Tehsil, Village/Sector
 - Area in sq.mt.
 - Plot/Khasra no.
- Details of payment pending against Land cost/dues
- Pending court cases, if any
In case you select '**Yes**', you have to enter Court Name, Case No. and Case Name
- Brief detail of project (**to be uploaded in pdf format**)

Give Name and Address of Partners/Directors.

At the end of the page, give declaration by clicking on check box given before **I/We certify that the foregoing information is correct and complete to the best of my/our knowledge and belief.**

Update QPR

At the end of Every Quarter of the Financial Year, Promoter is required to update the Physical and Financial achievements against the targets entered during Project Registration.

To do this, click on **Update QPR Achievement** button. The following screen will appear.



The screenshot shows a web interface for entering targets. At the top, there is a header 'Enter Targets'. Below it, there is a dropdown menu with the label 'Select Development Type' and the text 'Select' inside. Below the dropdown menu is an orange button labeled 'Reset'.

Click in the text box given before **Select Development Type**. The following three options will appear.

- Plotted Development
- Building/Apartment
- Financial Target

If you select Building/Apartment, the following two options will appear.

- Development Work Related to Building Activities
- Building-Apartment Construction Activities.

Quarterly Targets entered by you during Project Registration will be shown here. Select Development Type one by one and enter the achievement for the particular quarter.

This button will be open for a specified time period at the end of every quarter.

Update Booking, Sales, Payments, etc.

Promoter is required to update these entries regularly.

To do this, click on **Update Booking, Sales, Payments, etc.** button. The following screen will appear.



The screenshot displays the UP RERA portal interface. At the top, there is a header with a profile picture, the RERA logo, and the text "Real Estate Regulatory Authority Uttar Pradesh". Below the header, a dark red bar contains the text "Name : TEST", "Category : Commercial", and "Type : Ongoing". A "Home" button is visible on the right. The main content area features a "Select Property Type" dropdown menu with "Plot" selected. Below this, there is a section titled "Miscellaneous Activity including Bookings,Sales,Payments,Possessions,Conveyance etc.(01-01-2018 - 31-03-2018)" with a note: "Note :- All fields are mandatory". Underneath, there is a sub-section "1. Booking of Plots/Apartments/Units" with an "Add" button. A table displays the booking data:

Type of Unit	Total Up-to Previous Quarter	Booked in Present Quarter	Total Under Project	
100 to 150 sqm	0	13	13	Delete
100 to 150 sqm	0	14	14	Delete

A "Save Draft" button is located at the bottom right of the table area.

Save Draft

2. Booking of Garages

Type of Unit Total Up-to Previous Quarter Booked In Present Quarter Total Under Project

3. Is Real Estate Project developed on a Leasehold Land ?

Yes No

a. Whether all dues and charges in regard to the leasehold land have been paid ?

Yes No

Add

Date of Payment	Amount	
31-05-2018	122.00	Delete
31-05-2018	11.00	Delete

Save Draft

4. Whether Association of Allottees(AOA) formed?

Yes No

5. Whether Project handed over to AOA in the present Quarter.

Yes No

6. Whether lease certificate /deed handed over to AOA in the present Quarter?

Yes No

7. Number of Conveyance Deed Executed

Add

Type of Unit	Conveyance Deed Executed Up to the Previous Quarter	Present Quarter	Total	
UPTO 100 sqm	0	32.00	32.00	Delete
100 to 150 sqm	0	33.00	33.00	Delete

Save Draft

8. Details of Re-sale

Add

Tower/Block Name	Unit Type	Fiat No./Plot No.	Name of Original Allottee	Name of Second Allottee	Date of Resale	
bdfg	100 to 150 sqm	22	dasdasd	sdfdsfsdf	18-05-2018	Delete
45	UPTO 100 sqm	456456	tythfgh	hgh	16-05-2018	Delete
	Select					Delete

Save Draft

9. List of approvals taken up till date of commencement

Add

List of Approvals	Description	
Format 1	Test	Delete
Format 2	Test3	Delete

Save Draft

10. Approvals Pending

Add

List Pending Approvals	Approvals Taken Till Present Quarter	
12	232	Delete
fdf	5464	Delete

Save Draft

11. Status of Outgoing Payments

i. Total Amount Collected from allottees (in Rs.)

ii. Total Amount Paid by Promoter (in Rs.)

a. Land Cost

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

b. Ground Rent

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

c. Municipal/Other/Local Taxes

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

d. Charges for Water/Electricity

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

e. Maintenance charges including mortgage Loan and intrest on mortgages or other encumbrances and such other liabilities payable to competent authorities/banks/financial institutions related to the project

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

f. Other Charges

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

b. Ground Rent

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

c. Municipal/Other/Local Taxes

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

d. Charges for Water/Electricity

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

e. Maintenance charges including mortgage Loan and intrest on mortgages or other encumbrances and such other liabilities payable to competent authorities/banks/financial institutions related to the project

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

f. Other Charges

Total Outstanding	Payment in Current Quarter	Payment till Current Quarter
<input type="text"/>	<input type="text"/>	<input type="text"/>

iii. Payments outstanding including penal charges at the time of transfer of project to AOA/Competent Authority (in Rs.)

Promoter is required to give details of the following activities

- Booking of Plots/Apartments/Units
- Booking of Garages
- Projects developed on a Leasehold Land
- Association of Allottees
- Conveyance Deed Executed
- Details of Re-sale
- Necessary Approvals Taken up/Pending
- Status of Outgoing Payments