

## FORM 'J'

[See rule 10(1)]

**APPLICATION FOR RENEWAL OF REGISTRATION OF  
REAL ESTATE AGENT**

From:

.....  
.....

To

The Puducherry Real Estate Regulatory Authority,  
.....  
.....

Sir,

[I/We] apply for renewal of [my/our] registration as a real estate agent under registration certificate bearing No. ...., which expires on .....

1. As required [I/we] submit the following documents and information, namely:—

- (i) A [Demand Draft/Banker's Cheque] No. .... dated ..... for rupees ..... in favour of ..... drawn on ..... Bank, ..... Branch, ..... [Puducherry/Karaikal/Mahe/Yanam] or through online payment ..... [give details of online payment such as date paid, transaction number, etc] as the case may be, as renewal fee as per sub-rule (2) of rule 10;
- (ii) The authenticated copy of the registration certificate; and
- (iii) Status of the applicant, whether [individual/company/ proprietorship firm/societies/partnership firm/limited liability partnership, *etc.*];

## (iv) In case of individual—

- (a) Name [Individual/Proprietorship :  
firm].
- (b) Father's Name :
- (c) Occupation :
- (d) Address :
- (e) Contact details (Phone number, :  
email, fax number, etc).
- (f) Name, Photograph, contact :  
details and address of the  
proprietor.

(or)

## In case of [partnership firm/societies/companies, etc.]—

- (a) Name [partnership firm/societies/ :  
companies, etc.].
  - (b) Address :
  - (c) Copy of registration certificate as :  
[partnership firm/societies/  
companies, etc.].
  - (d) Major activities :
  - (e) Contact details (Phone number, :  
email, fax number, etc.).
  - (f) Name, photograph, contact :  
details and address of [partners/  
directors, *etc.*].
- (v) particulars of registration as [proprietorship/societies/  
partnership/company, etc.] including the bye-laws,  
memorandum of association, articles of association etc. as  
the case may be;
- (vi) authenticated copy of the address proof of the place of  
business;

- (vii) authenticated copy of the PAN card of the real estate agent;
- (viii) authenticated copy of the registration as a real estate agent in any other State or Union Territory, if applicable;
- (ix) Any other information as specified by regulations.

2. [I/we] solemnly affirm and declare that the particulars given in herein are correct to [my/our] knowledge and belief and nothing material has been concealed by [me/us] therefrom.

Dated : *Yours faithfully,*

Place :

*Signature and seal of the applicant(s).*

FORM 'K'

[See rule 10(4)]

#### CERTIFICATE OF RENEWAL OF REGISTRATION OF REAL ESTATE AGENT

1. This renewal of registration is granted under section 9 to—

[in the case of an individual] [Mr./Ms.] ..... son of  
[Mr./Ms.] ....., ..... Village,  
..... [Municipality/Commune Panchayat],  
..... District, [Puducherry/Karaikal/Mahe/Yanam];

(or)

[in the case of a firm / society / company, etc.] .....  
[firm/society/company, etc.] ..... having its [registered  
office/principal place of business] at .....  
in continuation to registration certificate bearing No. ....,  
of .....

2. This renewal of registration is granted subject to the following conditions, namely:—