



Rajasthan RERA

## Rajasthan Real Estate Regulatory Authority

2<sup>nd</sup> & 3<sup>rd</sup> Floor, RSIC Wing, Udyog Bhawan,

Tilak Marg, C-Scheme, Jaipur-302005

Phone No.: 0141-2851900 Website: <http://rera.rajasthan.gov.in>

No. F.1(198) RJ/RERA/GM/2021/477

Dated 9<sup>th</sup> March, 2021

### Order

Sub: **New Online Service of "General Modification" for updation/correction/modification in Promoter Profile and Project Details of registered projects**

In its effort to make Rajasthan RERA a "No Paper No Footfall" office, the Authority has introduced a 'Do It Yourself' online service for the promoters to update/correct/modify their Promoter Profile and the Project Details of their registered projects.

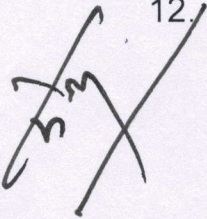
In the recent past, this Authority has commissioned online services for extension of registration, updation of revised approved maps, change of the separate bank account, updation of encumbrances, and submission of Quarterly Progress Reports/Annual Progress Reports. In this series, the Authority has now launched another online service by the name of '**General Modification**' whereby the promoters can update/correct/modify most of the other project details and promoter details, from the comfort of their office, using their dashboard on RERA web portal. This service has two sections:

- (1) Profile Summary
- (2) Project Summary

In this context, the following comprehensive directions are hereby issued for the promoters of registered projects:

1. For seeking extension of estimated finish date of the project, use **Project Extension** module.
2. For updation of revised building plans/layout plans of the project and corresponding change of attributes including land cost and development cost, use **Map Revision** module.
3. For changing details of the separate bank account maintained under section 4(2)(I)(D) of the Act, use **RERA Account Change** module.

4. For updation of encumbrances on the project, use **Encumbrance Change** module.
5. For uploading CC, OC, Certificate of Insurance and Registration Certificate of RWA, use the **Documents Upload** button provided for each registered project.
6. For submission of quarterly updates, use **QPR** module.
7. For submission of annual report on statement of accounts of the project, use **APR** module.
8. For other updations/corrections/modifications to be made in Project Details, use **General Modification (Project Summary)** module. Here, it may be noted that if there has been no revision of building plans/layout plans, any attributes of the project, including its land cost and development cost, that are incorrectly shown in Project Details or that undergo some change without any revision of building plans/ layout plans, those can be updated/corrected/modified using this module, without having to go to the Map Revision module.
9. For any updations/corrections/modifications to be made in Promoter Profile, use **General Modification (Profile Summary)** module.
10. **General Modification** online application form is a replica of registration form. So, to make any updations/corrections/modifications, open the relevant section(s) of this form and edit accordingly. As soon as it is submitted, the updated/corrected/modified details will automatically reflect in the online Promoter Profile/ Project Details. Needless to say, if any false information is submitted, the promoter shall be liable for penalty under section 60 of the Real Estate (Regulation and Development) Act, 2016.
11. The item-wise chart annexed herewith shows the respective rights of the Authority and the promoter to update/correct/modify different items of Promoter Profile and Project Details.
12. As shown in the annexed item-wise chart, there are still some items of Promoter Profile and Project Details which cannot be modified or applied for modification online. Till such time the Authority is able to launch an online service for modification of these items, offline applications will continue to be submitted for making any updation/correction/modification in these items. But no offline/paper applications will now be accepted for



update/correction/modification of any items for which online facility has been provided.

13. A fee of Rs. 5000/- only is to be deposited for making any or all the changes in Project Details at a time using **General Modification (Project Summary)** module. Similarly, a fee of Rs. 5000/- only is to be deposited for making any or all the changes in Promoter Profile at a time using **General Modification (Profile Summary)** module. Here, it may be noted that earlier the promoter had to deposit a fee of Rs. 5,000/- for updating each item (such as project name, litigation details, plot/khasra no., land cost and development cost, project professional details, etc.). Now, in terms of Item No. 2 of Authority's order No: 1197 dated 12.04.2018, a fee of Rs. 5,000/- only will be applicable for each online request (transaction), not for each item updated. This, for example, will mean that if as part of one online transaction, 10 items of Project Details are updated at any one time, a total fee of Rs. 5,000/- will be applicable, instead of Rs. 50,000/-. Thus, we hope, this new **General Modification** module, apart from its convenience and fast delivery, will come as a big relief to the promoters in terms of fee as well.
14. Therefore, it is expected that the promoters will make good use of this new online service of 'General Modification' to ensure timely updation of their Promoter Profile and the Project Details of their registered project(s) so that the allottees and the potential buyers get correct/updated information at all times. If there are any practical difficulties in using this service, Shri Arpit Sancheti, DTP-cum-Joint Registrar (Projects) may be contacted on his mobile 9829872121/e-mail ID [jointregistrar.rera@RAJASTHAN.GOV.IN](mailto:jointregistrar.rera@RAJASTHAN.GOV.IN)

This issues with the approval of Hon'ble Chairman.


  
(Ramesh Chandra Sharma)  
Registrar

Encl: Item-wise Chart of Modifications

- A. Rights for modification in Promoter Profile
- B. Rights for modification in Project Details

Copy for information and necessary action:

1. PS to Chairman, Rajasthan RERA
2. PS to Member (Sh. Shailendra K. Agarwal), Rajasthan RERA
3. PS to Member (Sh. Salvinder Singh Sohata), Rajasthan RERA
4. PS to Adjudicating Officer, Rajasthan RERA
5. PS to Registrar, Rajasthan RERA
6. SA, DoIT & RISL Sh. Mukesh Arora
7. Coordinator, Conciliation Forum, Rajasthan RERA
8. Chairman/President, Confederation of Real Estate Developers' Associations of India (CREDAI) Rajasthan, 424, 4th Floor, Laxmi Complex, MI Road, Jaipur - 302001
9. Chairman/President, Confederation of Real Estate Developers' Associations of India (CREDAI) NCR Bhiwadi Neemrana, E-127, Industrial Area, Bhiwadi, Alwar-301019
10. President, Township Developer Association of Rajasthan (TODAR), Prim Pavilion, E-66, Nakul Path, Lal Kothi Scheme, Jaipur - 302015
11. Chairman/President, Rajasthan Affordable Housing Developers Association (RAHDA) S-220, Time Square, Central Spine, Vidyadhar Nagar, Jaipur
12. Vice Chairman, RAJREDCO, Jaipur
13. Chairman, All India Federation of Tax Practitioners (CZ), c/o Shri Pankaj Ghiya, 10, Ganesh Colony, Bhairav Path, JLN Marg, Jaipur-302004
14. Chairman, RERA Awareness Committee, ICAI, Jaipur Branch, Jain Rathore & Associates, 105, Jagdish Enclave, Hawa Sadak, Civil Line Circle, Opp. Ram Mandir, Jaipur-302006.
15. Chairman, RERA Committee, Tax Consultant Association, Jaipur, 801-803, 8th Floor, Signature Tower, DC-2, Behind Apex Bank, Tonk Road, Jaipur - 302015
16. President, RERA India Educational & Resources Federation, 4F-42, Mahima Trinita Mall, Swage Farm, New Sanganer Road, Jaipur-302019
17. Chairman, The Indian Institute of Architects, Rajasthan Chapter, 400, F-72, 'Suryoday', Subhash Marg, Bagadiya Bhawan, C-Scheme, Jaipur-302001
18. Chairman/Secretary, Rajasthan Realtors Association (RRA), 308, 3<sup>rd</sup> Floor, Plot No. 1, Felicity Tower, Sahakar Marg, Lal Kothi, Jaipur- 302005
19. Chief Editor, RERA Times, Ghiya & Company, E-68, Ghiya Hospital Complex, Sector-12, Malviya Nagar, Jaipur - 302017
20. All officers of Rajasthan RERA
21. Guard File
22. Rajasthan RERA Website
23. All promoters (through their dashboard)

  
Registrar



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## Item-wise Chart of Modifications

### A. Rights for modification in Promoter Profile

SNo.	Particulars	Updation/correction/ modification.		Remarks
		Editable by Promoter, using General Modification module	Editable by the Authority, online/offline	
<b>Promoter Profile (Individual/Proprietorship)</b>				
1.	First Name		Yes	Offline
2.	Middle Name		Yes	
3.	Last Name		Yes	
4.	PAN Number		Yes	
5.	Father name		Yes	
6.	Aadhar Number		Yes	
7.	Any Criminal or Police case/cases pending?	Yes		
8.	Do you have any registration in other state than Rajasthan?	Yes		
9.	Have you ever been convicted in any criminal case?	Yes		
<b>Address for official communication</b>				
10.	State	Yes		
11.	District	Yes		
12.	Tehsil	Yes		
13.	Village/Town/City	Yes		
14.	Plot/ Khasra No.	Yes		



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15.	Ward No.	Yes		
16.	Street/ locality	Yes		
17.	Post Office	Yes		
18.	Pin Code	Yes		
<b>Contact Details</b>				
19.	Mobile Number	Yes		
20.	Office Number	Yes		
21.	Fax Number	Yes		
22.	Email ID	Yes		
23.	Landline Number	Yes		
24.	Website URL	Yes		
<b>Upload Documents</b>				
25.	Pan Card	Yes		
26.	Address Proof	Yes		
27.	Aadhar Card	Yes		
<b>Promoter Profile (Firm/Company/Association etc.)</b>				
28.	Organization Name		Yes	Offline
29.	Pan Number		Yes	
30.	Organization Type		Yes	
<b>Address for Official Communication</b>				
31.	State	Yes		
32.	District	Yes		
33.	Tehsil	Yes		
34.	Village/Town/City	Yes		



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35.	Plot/ Khasra No.	Yes		
36.	Ward No.	Yes		
37.	Street/ locality	Yes		
38.	Post Office	Yes		
39.	Pin Code	Yes		
<b>Organization Contact Person</b>				
40.	Name of Contact Person	Yes		
41.	Designating of Contact Person	Yes		
42.	Company Mobile Number	Yes		
43.	Secondary Mobile Number	Yes		
44.	Office Number	Yes		
45.	Fax Number	Yes		
46.	Email ID	Yes		
47.	Web Site	Yes		
<b>Partner Details (+ADD)</b>				
48.	Designation	Yes		
49.	Name	Yes		
50.	Pan Number	Yes		
51.	Aadhar Number	Yes		
52.	Authorized Signatory	Yes		
<b>Address Details</b>				
53.	State	Yes		
54.	District	Yes		
55.	Tehsil	Yes		



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56.	Village/Town/City	Yes		
57.	Plot/ Khasra No.	Yes		
58.	Ward No.	Yes		
59.	Street/ locality	Yes		
60.	Post Office	Yes		
61.	Pin Code	Yes		
62.	Any Criminal or Police case/cases pending?	Yes		
63.	Do you have any registration in other state than Rajasthan?	Yes		
64.	Have you ever been convicted in any criminal case?	Yes		
<b>Uploaded Documents</b>				
65.	Other Documents	Yes		
66.	Registered Address	Yes		
67.	Memorandum of Association	Yes		
68.	Article of Association	Yes		
69.	Address Proof of Place of Business	Yes		
70.	Pan Card	Yes		
71.	Registration Certificate	Yes		
<b>Past Experience Details</b>				
72.	Project Name	Yes		
73.	Project Type	Yes		





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## B. Rights for modification in Project Details

SNo.	Particulars	Updation/correction/ modification		Remarks
		Editable by Promoter, using General Modification module	Editable by the Authority, online/offline	
<b>Project Summary</b>				
1.	Project Status		Yes	Offline
2.	Project Name	Yes		
3.	Project Type		Yes	Offline
4.	Estimated Commencement Date	Yes		
5.	Actual Commencement Date	Yes		
6.	Estimated Finish Date		Yes	Online through Project Extension module
7.	Litigation related to registering project	Yes		
<b>PROJECT LITIGATION</b>				
8.	Court Name	Yes		
9.	Case Type	Yes		
10.	Case Number	Yes		
11.	Year	Yes		
12.	Document	Yes		
13.	<b>PROJECT EXTENSION DETAILS</b>		Yes	Online through Project Extension module
<b>LAND DETAILS OF REGISTERING PROJECT</b>				
14.	Plot No. / Khasra No.	Yes		



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15.	Total Area of Project (In sq.mt.)		Yes	Online through Map Revision module, otherwise offline
16.	Phase Area (In sq.mt.)		Yes	Online through Map Revision module, otherwise offline
17.	Open Area (In sq.mt.)	Yes		
18.	Number Of Apartments / Plots	Yes		
19.	Proposed But Not Sanctioned Number Of Apartments / Plots	Yes		
20.	Sanctioned Number Of Apartments / Plots	Yes		
21.	Total built up area / saleable area (in sq. meters)	Yes		
<b>LOCATION OF PROJECT</b>				
22.	State		Yes	Offline
23.	District		Yes	
24.	Tehsil		Yes	
25.	Village/Town/City	Yes		
26.	Plot / Khasra No	Yes		
27.	Ward No.	Yes		
28.	Street/locality	Yes		
29.	Post Office	Yes		
30.	Pin code	Yes		
<b>DETAIL OF SEPARATE BANK ACCOUNT AS PER SECTION 4(2)(I)(D) OF THE ACT</b>				
31.	Bank Name		Yes	Online through RERA Account Change module
32.	Branch name		Yes	
33.	IFSC Code		Yes	
34.	Bank A/c Number		Yes	
35.	Name of Bank Account Holder		Yes	
36.	Bank Address		Yes	



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37.	<b>Remark about Project</b>	Yes (Both the editing of existing remarks and the adding of new remarks allowed)		
<b>PROJECT COST DETAIL</b>				
38.	Land cost as per rule 5(1)	Yes		
39.	Development cost as per rule 5(2)	Yes		
40.	<b>PROJECT RELATED COMMON AREA DETAILS - PARKING DETAILS</b>	Yes		
<b>PROJECT COMMON AREA DETAILS - DEVELOPMENT WORK FOR WHOLE PROJECT</b>				
41.	Water Supply	Yes		
42.	Rain Water Harvesting/ Recharging	Yes		
43.	Sanitation(Storm Water Drainage, Sewerage, STP, Solid Water Disposal etc)	Yes		
44.	Electrification(Transformer, Solar Energy etc)	Yes		
45.	Fire Fighting Provision	Yes		
<b>Plot Details (In Case of Plotted Development)</b>				
46.	Plot Area	Yes		
47.	Plots	Yes		
48.	Total Plots	Yes		
49.	Number of Plots Booked/Allotted/Sold	Yes		
<b>BUILDING DETAILS (Other Than Plotted Development)</b>				
50.	Building Name	Yes		
51.	Number of Blocks	Yes		
52.	Block (ADD+)	Yes		
53.	Number of Basements	Yes		



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54.	Number of Stilt	Yes		
55.	Number of Floors	Yes		
<b>APARTMENTS TYPE DETAIL</b>				
56.	Apartment Type	Yes		
57.	Block Number	Yes		
58.	Carpet Area (Excluding balcony / Verandah / terrace) (In sq. meters)	Yes		
59.	Area of Exclusive Balcony and Verandah	Yes		
60.	Proposed Number of Apartments	Yes		
61.	Number of Apartments Booked/Allotted/Sold	Yes		
62.	Sanctioned/ Not Sanctioned	Yes		
<b>BUILDING DOCUMENTS</b>				
63.	Structural Drawings	Yes		
64.	Services	Yes		
65.	Building Sanction Plan		Yes	Online through Map Revision module
66.	Fire fighting	Yes		
67.	Architectural Drawings	Yes		
68.	Electrical	Yes		
69.	Electrical Drawings	Yes		
70.	Common Plumbing	Yes		
<b>PROPOSED ENCUMBRANCE DETAILS</b>				
71.	Bank/ Financier		Yes	Online through Encumbrance Change module
72.	Loan (Rs.)		Yes	
73.	Document		Yes	
<b>PROJECT PROFESSIONAL DETAILS</b>				
74.	Real Estate Agent	Yes		



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75.	Contract	Yes		
76.	Architect	Yes		
77.	Structural Engineer	Yes		
78.	HVAC Consultants	Yes		
79.	Plumbing Consultants	Yes		
80.	Other	Yes		
<b>PROJECT RELATED - LEGAL DOCUMENTS</b>				
81.	Copy of the legal title report for project land		Yes	Offline
82.	Detail of encumbrances for project		Yes	Online through Encumbrance Change module
83.	Signed Performa of the allotment letter and agreement for sale for project (As per RAJ-RERA Rules and FORM G)		Yes	Offline
84.	Declaration in FORM B (As per RAJ-RERA Rules)		Yes	Offline
<b>PROJECT RELATED - APPROVAL DOCUMENTS</b>				
85.	Copy of layout approval (in Case of plotted) and Building Plan Approval (GH/COMM/COMM+GH)		Yes	Online through Map Revision module
86.	NOC For Environment	Yes		
87.	NOC for Fire	Yes		
88.	Water supply permission	Yes		
89.	NOC from Airport Authority of India	Yes		
90.	Other approvals as may be required and obtained for the project		Yes	Offline
<b>PROJECT RELATED - COMMON DOCUMENTS</b>				
91.	Brochure of Project	Yes		



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92.	Location with Demarcation (Map/Plan)	Yes		
93.	Copy Of Approved Site Plan		Yes	Online through Map Revision module
94.	Gantt Charts Or Milestone Charts And Project Schedule	Yes		
<b>OTHER PROMOTERS</b>				
95.	Name		Yes	Offline
96.	Email	Yes		
97.	Contact Number	Yes		
98.	PAN Number		Yes	Offline
99.	Address	Yes		
<b>PROMOTER DOCUMENTS (To be uploaded)</b>				
100.	PAN Card		Yes	Offline
101.	Address Proof	Yes		