**Annexure-1**

**FORMAT (QPR-1)**

**QUARTELY PROGRESS REPORT TO BE FURNISHED BY THE**

**REAL ESTATE AGENT**

1. Name of Real Estate Agent: ………………………………………
2. HP RERA Registration No: ………………………………………
3. Quarterly Progress Report for the Quarter: (Tick **√** for the relevant Quarter)

(i) 1st April to 30th June

(ii) 1st July to 30th September

(iii) 1st October to 31st December

(iv) 1st January to 31st March

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Name and Address of the Promoter facilitated** | **Name and Address of the Purchaser / Allottee / Lessee facilitated** | **Number of Plot / Apartment** | **Category of Plot / Apartment, whether Residential or Commercial or Mixed** | **Area of Plot / Carpet Area of Apartment or Buildingor Cottage or Garage or CommercialUnit** | **Date of execution of Agreement for Sale / Lease** | **Date of execution of Conveyance/Sale Deed / Lease Deed** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** |
| **Square Metres** | **Square Feet** |
|  |  |  |  |  |  |  | Date………\*Agreement for Sale | Date……..**\***Conveyance / Sale Deed |
|  |  |  |  |  |  |  |  |  |

\*Copies of first & last page (including the page describing details of property)of Agreement for Sale/ Conveyance / Sale Deed /Lease Deed to be attached.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Price of Plot / Apartment as per Conveyance/ Sale Deed** | **List of Books of Account, records and documents in accordance with the provisions of the Income Tax Act, 1961 and Rules made thereunder** | **List of Agreement for Sale / Conveyance / Sale Deed under litigation** | **Brokerage / Commission taken by the Real Estate Agent** **Rupees** | **Remarks** |
| **9** | **10** | **11** | **12** | **13** |
| **Description** | **Rupees** | **Description** | **Details** |
| Price |  | Booksmaintained |  |  |  |  |
|  |  | \*\* Register |  |  |  |  |
|  |  |  |  |  |  |  |

\*\*Copy of pages of Register (whatever name it is) to be attached.

Dated…………… (Signature) Address……………………………………………………….

PhoneNo……………………..

 e-mail…………………………