



# राजपत्र, हिमाचल प्रदेश

## हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

सोमवार, 21 दिसम्बर, 2020 / 30 मार्गशीर्ष, 1942

हिमाचल प्रदेश सरकार

**HIMACHAL PRADESH PUBLIC SERVICE COMMISSION**

NOTIFICATION

*Shimla-171 002, the 04th December, 2020*

**No. 04-76/84-PSC.**—On the recommendation of the Departmental Promotion Committee, the Chairman, H.P. Public Service Commission is pleased to order the promotion of Shri Rakesh Kumar Verma, Under Secretary of this Commission's Office to the post of Deputy Secretary (Class-I, Gazetted) (Non-HPAS) in the Pay Band of Rs. 15600-39100/- + Rs. 7600/- Grade Pay + Rs. 2500/- Sectt. Pay on regular basis with immediate effect.

*[Authoritative English text of this Authority's Notification No./ HP/ RERA- (A)- 3- 2 / Regulations / 2020 / Vol-1 /..... Shimla, dated 18<sup>th</sup> December, 2020 as required under clause (3) of Article 348 of the Constitution of India]*

**REAL ESTATE REGULATORY AUTHORITY  
HIMACHAL PRADESH**

NOTIFICATION

*Shimla, the 18<sup>th</sup> December, 2020*

**No./HP/RERA-(A)-3-2/ Regulations/2020/Vol-1.**—In exercise of the powers conferred by Section 85 of the Real Estate (Regulation and Development) Act, 2016 (Act No. 16 of 2016) read with the Himachal Pradesh Real Estate (Regulation and Development) Rules, 2017 and all other powers enabling it on that behalf, the Himachal Pradesh Real Estate Regulatory Authority, hereby makes the following Regulation:—

**1. Short title and commencement.**—(1) This Regulation may be called the Himachal Pradesh Real Estate Regulatory Authority (Periodical Progress Reports), Regulation No.4 of 2020.

(2) This Regulation shall come into force from the date of its publication in the Official Gazette of Himachal Pradesh.

(3) These Regulations are meant to establish procedure for filing quarterly and annual compliance by the promoters of the registered real estate projects and who have applied for registration of real estate projects, as the case may be, for Plotted Real Estate Projects and Completed Real Estate Projects, as per Section 11 of the Real Estate (Regulation and Development) Act, 2016 (Act No.16 of 2016) which provides for the setting up of physical and financial targets by the promoter within the period of registration and then quarterly/annual progress reports have to be filed, so as to ensure that the progress in real estate project is as per the schedule undertaken by the promoter at the time of registration with the Authority and the Regulation also covers in its ambit all matters connected therewith or incidental thereto.

(4) This Regulation shall apply to all registered plotted real estate projects and all those real estate projects, the completion plan of which has been approved by the competent authority falling within the jurisdiction of the Authority, *i.e.* in the State of Himachal Pradesh.

(5) The earlier prescribed formats of, QPR-1 and APR-1, as formulated in regulation No. '2' of the Authority, for the real estate projects of group housing, commercial development or mixed use development, will not apply on the plotted real estate projects and completed real estate projects.

**2. Definitions.**—(1) In this Regulation, unless the context otherwise requires,—

- (a) "Act" means the Real Estate (Regulation and Development) Act, 2016 (Act No. 16 of 2016), as amended from time to time;
- (b) "Annual Progress Report (APR)" means the report to be filed by the promoter furnishing the details of the yearly statement of accounts and yearly summary of sale in the real estate project in the preceding financial year;
- (c) "Appendix" means an appendix appended to this Regulation;
- (d) "Authority" means the Himachal Pradesh Real Estate Regulatory Authority established under sub-Section (1) of section 20 of the Act;

- (e) “Promoter” shall have the same meaning as defined under clause (zk) of Section 2 of the Act ;
- (f) “Quarterly Progress Report (QPR)” means the report to be filed by the promoter furnishing the details of the progress in the real estate project in the relevant quarter, 1st April to 30th June, 1st July to 30th September, 1<sup>st</sup> October to 31st December and 1st January to 31st March of a financial year, to ensure that all compliances as required under the Act, Rules and Regulations are being adhered to for satisfactory completion of the real estate project and the promoter is to file the first Quarterly Progress Report (QPR) for the quarter, January to March 2020, as the Authority came into existence on 01-01-2020;
- (g) “Real Estate Project” shall have the same meaning as defined under clause (zn) of Section 2 of the Act;
- (h) “Regulations” means the Regulations made by the Authority under the Act and Rules;
- (i) “Rules” means the Himachal Pradesh Real Estate (Regulation and Development) Rules, 2017 made by the Government of Himachal Pradesh under the Act; and
- (r) “Website” means the official website of the Authority namely <https://hprera.in> or as prescribed by the Authority;

(2) All the words and expressions used in this Regulation but not defined herein shall have the same meanings as have been assigned to them respectively either in the Act or the Rules made there under.

**3. Filing of periodical reports by the promoter on the website of the Authority for plotted projects.**—(1) The promoter shall upload the following periodical updates on the website of the Himachal Pradesh Real Estate Regulatory Authority, quarterly, within fifteen days from the expiry of each quarter of a financial year, as per performa attached as **Annexure ‘QPR-2’ for Plotted Projects**, disclosing,—

- a. Details of the Project/ Phase
- b. List of number and types of plots

(2) The promoter shall upload the following periodical updates on the website of the Himachal Pradesh Real Estate Regulatory Authority, annually, within one hundred and eighty days from the end of the previous financial year, performa attached as Annexure ‘APR-2’, for Plotted Projects disclosing,—

- (a) Detailed cost and expenditure incurred in the preceding financial year along with annual financial progress (deposits and withdrawals) for those plotted real estate projects having plots equal to or more than ten in number.
- (b) Detailed Summary of allottees and Sale report up to the end of the financial year.

(3) While furnishing and filing the periodical reports by the promoter, the provisions of sub-section 1 of Section 11 of the Real Estate (Regulation and Development) Act, 2016 shall be strictly adhered to and the following details shall be filed by the promoter. The promoter shall, upon receiving his login ID and password under clause (a) of sub-section (1) or under sub-section (2) of Section 5, as the case may be, create his webpage on the website of the Authority and enter all details of the proposed project as provided under sub-section (2) of Section 4, in all the fields as provided, for public viewing, including,—

- (a) Details of the registration granted by the Authority;
- (b) Quarterly up-to-date list of number and types of plots, as the case may be, sold/booked;
- (c) Quarterly up-to-date list of number of garages/parking sold/booked;

- (d) Quarterly up-to-date list of approvals taken and the approvals which are pending subsequent to commencement certificate;
- (e) Quarterly up-to-date status of the project; and Such other information and documents as may be specified by the Regulations made by the Authority.

**(4) Filing of periodical reports by the promoter on the website of the Authority for completed projects.**—(1) The promoter shall upload the following periodical updates on the web site of the Himachal Pradesh Real Estate Regulatory Authority, quarterly, within fifteen days from the expiry of each quarter of a financial year, as per performa attached as Annexure ‘QPR-3’ for Completed Projects, disclosing,—

- a. Details of the Project / Phase
- b. List of number and types of plots, flats, cottages, garages, commercial units etc.

(2) The promoter shall upload the following periodical updates on the website of the Himachal Pradesh Real Estate Regulatory Authority, annually, **within one hundred and eighty days** from the end of the previous financial year, performa attached as Annexure ‘APR-3’, for Completed Projects disclosing,—

- (a) Detailed Summary of allottees and Sale report up to the end of the financial year
- (b) While furnishing and filing the periodical reports by the promoter, the provisions of sub-section 1 of Section 11 of the Real Estate (Regulation and Development) Act, 2016 shall be strictly adhered to and the following details shall be filed by the promoter. The promoter shall, upon receiving his login Id and password under clause (a) of sub-section (1) or under sub-section (2) of Section 5, as the case may be, create his webpage on the website of the Authority and enter all details of the proposed project as provided under sub-section (2) of Section 4, in all the fields as provided, for public viewing, including,—
  - (a) Details of the registration granted by the Authority;
  - (b) Quarterly up-to-date list of number and types of plots, flats, cottages, commercial units etc. as the case may be, sold/booked;
  - (c) Quarterly up-to-date list of number of garages sold/booked;
  - (d) Detailed Summary of allottees and Sale report up to the end of the financial year
  - (e) Such other information and documents as may be specified by the Regulations made by the Authority.

**5. Furnishing of Periodical (Quarterly and Annual) progress report by the promoter/developer.**—These periodical (quarterly and annual) progress reports are based upon the starting and end date of development/construction activities of every plot, flat, apartment, block, building, or floor as completed. The financial progress is based on estimates provided/ uploaded by the promoter on the website regarding total cost to be incurred on the real estate project and amount collected by booking the plots/flats, apartments, block/building or floor and deposited in Separate Bank Account opened for the real estate project which is mandatory as per Section 11 of the Real Estate(Regulation and Development) Act,2016.The actual financial costs and collections have to be mentioned against said progress in the quarterly, annual and other periodical progress reports. A provision on the web portal of the Himachal Pradesh Real Estate Regulatory Authority will be made available for filing periodical (quarterly and annual) progress report and other related information which is required to be filed as specified in this Regulation.

**6. Format of Quarterly Progress Report and Annual Progress Report.**—The Performa for quarterly progress report is attached as **Annexure (QPR-2)** and Annual Progress Report (Statement of Accounts) as **Annexure (APR-2) for plotted projects and Annexure (QPR-3)** and Annual Progress Report (Statement of Accounts) as **Annexure (APR-3) for completed projects**

**7. Miscellaneous.**—(1) Till such time web based online filing of the periodical reports are functional, the filing of quarterly progress report, **QPR-2 & QPR-3**, by email on the e-mail address of the Authority, [hp.rera2020@gmail.com](mailto:hp.rera2020@gmail.com) or as updated, shall be sufficient compliance of this Regulation and the quarterly progress report shall be e-mailed before 15th of the subsequent month after end of each quarter of a financial year.

(2) Till such time web based online filing of the periodical reports are functional, the filing of annual progress report, '**APR-2 & APR-3**' by e-mail on the e-mail address of the Authority, [hp.rera2020@gmail.com](mailto:hp.rera2020@gmail.com), shall be sufficient compliance of this Regulation and the annual progress report, '**APR-2 & APR-3**', shall be e-mailed/ uploaded before **30<sup>th</sup> September** of each financial year.

(3) Non filing of periodical reports within prescribed time frame will invite penal action as prescribed under the Act.

**8. Regulation to have force of law under Indian Evidence Act, 1872.**—The Regulation framed herein shall have binding effect as governed by Indian Evidence Act, 1872 amended by the Information Technology (Amendment) Act, 2009 for the purpose of documentary and electronic admissibility of evidence.

**9. Amendment of Regulation.**—Clerical or arithmetical or typographical mistakes or errors in the regulation arising therein from any accidental slip or omission may at any time be corrected by the Authority either of its own motion or on the application of any of the parties.

**10. Power to remove difficulties.**—If any difficulty arises in giving effect to any of the provisions of this Regulation, the Authority may, by general or special order, do anything not being inconsistent with the provisions of the Act or Rules, which appears to be necessary or expedient for the purpose of removing the difficulties.

By order,  
Sd/-  
(DR. SHRIKANT BALDI)  
Chairperson,  
Real Estate Regulatory Authority.

Annexure-(QPR-2)

**QUARTERLY PROGRESS REPORT (QPR-2)  
FOR  
PLOTTED REAL ESTATE PROJECTS**

Quarter for which information is provided	Quarter ending (tick mark/Yes)	
	31st MAR, 2020	
	30th JUN, 2020	

		30th SEPT, 2020	
		31st DEC, 2020	
Sl. No.	Description	Details	Remarks
1.	<b>Particulars of the Real Estate Project</b>		
	Name of Project / Phase		
	Name of the Promoter/Co-Promoter /Company/Firm		
	Location of the Project		
	Type of Project		
	(i) Plotted		
	Total Area of Land		
	Registration No and Validity up to	Regn. No.	Validity Up to
	Date of Start		
	Date and number of the approved plan by competent Authority	Order No.	Date
2.	<b>Association of allottees</b>		
	Name, of the Association of Allottees		
	Address		
	Registration No. & date of registration certificate		
3.	<b>Bank and Financial Details</b>		
	Account No.		
	Account Name		
	Name of the Bank		
	Address of the bank		
	IFSC Code No.		
	Total amount in the account till the end of last quarter		

	Amount Deposited		Provide details about the source of inflow of cash, and attach extra sheet(s) as Annexure, if required		
	Expenditure, if any		Provide details and attach extra sheet(s) as Annexure, if required		
	Total Amount in the account till the end of quarter under reference				
	Bank Loan , if any		Provide details and attach extra sheet(s) as Annexure, if required		
	Is project / part thereof pledged with any Bank or NBFC as collateral		Provide details and attach extra sheet(s) as Annexure, if required		
4.	<b>Details of the Inventory of the Project</b>				
(i)	Plots	Total Plots	Booked Plots	Remaining plots	Mortgage plot(s), if any
(ii)		<ul style="list-style-type: none"> <li>Please provide a schematic sketch site layout plan on A-4 size of paper showing all remaining plots with area of each respective plot and mentioning if the same is/are mortgaged (Please fill nil, if no plots in the project).</li> </ul>			
	<b>open parking if any</b>	Total Units	Booked Units	Remainin g Units	Mortgage Units(s), if any
		<ul style="list-style-type: none"> <li>Please provide a schematic sketch site layout plan on A-4 size of paper showing all Garages/ covered parking(s)with area and number of garages/ covered parking(s) and mentioning if the same is/ are mortgaged.</li> <li>Please fill nil, if no Garages in the project</li> </ul>			
5.	<b>Status of completion of Infrastructure Development</b>				
	Type	Status (Completed/ underway/Yet to be done/ not in the project)			Remark
	Boundary wall, gate(s)				

	Roads/paths		
	Drainage		
	Water Supply		
	Electrification		
	Sewerage		
	Solid Waste		
	Solar		
	Parking		
	Rain water collection and harvesting		
	Green Area/Playground		
<b>Miscellaneous</b>			
	List of Channel Partners( HP RERA Registered Agents), if any		
	Channel Partner's Name(Agents)	HP RERA Registration No.	
	(i)		
	(ii)		
	List of Legal cases, if any		
	Project	Name of Parties and Case No.	Issue involved (in brief)
			Next date of hearing and its status
	<b>Summary of Allottees and Sale Report during the quarter</b>		
	Sl. No	Unit No. and parking No. if any	Name of the Allottee
			Date of booking
			Rate (per Sft.) <b>Optional</b>
			Carpet Area of the Unit and of parking, if allotted
			Sale value of Unit including parking, <b>(Optional)</b>
			Amount collected
			Total amount Collected in the quarter for all units (in Rs.) <b>Optional</b>
6.	<b>Latest Site Update through Media Gallery</b>		
	Please attach photographs of the units and facilities		




Annexures:- 1)  
2)

Place:

Date:

(Name of the authorized Signatory of the Project)  
Complete Address

\_\_\_\_\_

Annexure-(APR-2)

### ANNUAL PROGRESS REPORT (APR-2)

#### 1. PARTICULARS OF THE REAL ESTATE PROJECT

Sl. No.	Particulars	Details
1.1	Name of the Real Estate Project	
1.2	Phase of the Real Estate Project	
1.3	Name of the Promoter	
	Name of the co- Promoter(s) *Add more rows to disclose all co - promoters	
1.4	Total area of the Real Estate Project/Phase	
1.5	Location of the Real Estate Project	
1.6	Type of the Real Estate Project or Phase of the Real Estate Project	Residential Plotted Colony
		Residential Development Project
		Commercial Development Project

		Mix Land Use Development Project	
1.7	Registration No. of the Real Estate Project		
1.8	Validity of Registration Certificate	Valid from	Valid upto
1.9	Date of Start of the Real Estate Project/Phase of the Real Estate Project		
1.10	Year for which information is provided	Financial Year	
1.11	Detailed Annual Statement of Account by Statutory Auditor of the Promoter  (i) <b>(Not to be submitted for those real estate projects, the completion plan of which has been approved by the competent authority).</b>  (ii) <b>(Not to be submitted for those plotted projects, in which number of plots are less than 10)</b>	Specimen attached	<b>Annexure -1</b>
1.12	Detailed Summary of Allottees and Sale Report up to the end of the financial year	Specimen attached	<b>Annexure -2</b>

Place:

Date:

(Name of the authorized Signatory of the Project)  
Complete Address

\_\_\_\_\_

**Annexure-1**

- (i) (Not to be submitted for those real estate projects, the completion plan of which has been approved by the competent authority)
- (ii) (Not to be submitted for those plotted projects, in which number of plots are less than 10)

ON THE LETTER HEAD OF THE CHARTERED ACCOUNTANT (WHO IS STATUTARY AUDITOR OF THE PROMOTER'S COMPANY/FIRM)

**CHARTERED ACCOUNTANT'S CERTIFICATE**

(ANNUAL REPORT ON STATEMENT OF ACCOUNTS)

Name of the Promoter \_\_\_\_\_

Name of the Real Estate Project \_\_\_\_\_

HP RERA Registration No.....

From 01st April .....to 31st March .....

Separate Bank Account with .....Bank ..... Branch,  
City.....

Account No.....

IFSC Code.....

**Subject.**—Certificate of Statement of Accounts on project fund utilization and withdrawal by promoter for the period from..... to.....

1. This Certificate is issued in accordance to the provisions as defined under point (D) of clause (I) of sub-section (2) section 4 of the Real Estate (Regulation and Development) Act, 2016.
2. I/We have obtained all necessary information and explanation from the Company, during the course of our audit, which in my/our opinion are necessary for the purpose of this Certificate.
3. I/We hereby confirm that I/we have examined the prescribed registers, books and documents, and relevant records of .....(Promoter) for the period ended and hereby certify that in respect of the Real Estate Project titled.....(Name of the Real Estate Project.....) HP RERA Registration No.....located at .....as under:—

Sl. No.	Particulars	Amount (Rs.)
A.	Opening Balance as on ..... (A)	
B.	Add: Receipts during the following Quarters 1. April to June 19..... 2. July to September 19..... 3. October to December 19..... 4. January to March 19..... <b>Sub-Total (B)</b>	
C.	Less: Withdrawals during the following Quarters 1. April to June 19..... 2. July to September 19..... 3. October to December 19..... 4. January to March 19..... <b>Sub-Total (C)</b>	
	Closing Balance (A+B—C)	

4. We certify that the above Table correctly represents the deposits in and withdrawals from the Separate Bank Account of the Real Estate Project.

5. We certify that procedure and stipulations as prescribed under HP RERA in respect of deposits and withdrawal from the Separate Bank Account have been fully complied/partially complied/not complied as under:—

<b>Details of Non-Compliance, if any</b>	

6. The cost incurred during the reporting period is correctly tabulated as under:—

Sl. No.	Particulars	Amount (Rs.)
A.	Estimated cost of the Real Estate Project	
B.	Cost incurred prior to present Certificate	
C.	Cost incurred during reporting period	
D.	Total expenditure Incurred	

7. This is to further certify that the percentage (financial) completion of the project is as under:—

% (Financial) of Completion at the start of the reporting period	% (Financial) Completed during the reporting period	% (Financial) Completion as at the end of the period.

Place:

Date:

(Signature and Stamp / Seal of the Signatory CA)

Name : \_\_\_\_\_

Full Address: \_\_\_\_\_

Membership No. \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email: \_\_\_\_\_

9.3 Summary of Allottee and Sale Report during the financial year								
Sl. No.	Unit No. and parking no. if any	Name of the Allottee	Date of booking	Rate of main unit and of parking if allotted (per sft.) (Optional)	Carpet Area of the Unit and of parking, if allotted	Sale value of Unit including parking, balcony & terrace, if allotted (Optional)	Amount collected (in %) (Optional)	Total amount collected (in Rs.) (Optional)
*								
*								
*								
*								
*								
*								
* Add more rows to enter details of all bookings in the Quarter Note- 1 sqm. =10.76 sft.								

Place:

Date:

(Signature & Name of the authorized Signatory of the Project)  
Complete Address:

\_\_\_\_\_

Annexure - (QPR-3)

**QUARTERLY PROGRESS REPORT (QPR-3)  
FOR  
COMPLETED REAL ESTATE PROJECTS**

**(Applicable only for those real estate projects, the completion plan of which is approved by the competent authority)**

Quarter for which information is provided	Quarter ending (tick mark/Yes)	
	31st MAR., 2020	

		30th JUN., 2020	
		30th SEPT., 2020	
		31st DEC., 2020	
Sr. No.	Description	Details	Remarks
1.	<b>Particulars of the Real Estate Project</b>		
	Name of Project/Phase		
	Name of the Promoter/Co-Promoter/ Company/Firm		
	Location of the Project		
	Type of Project (ii) Plotted (iii) Residential (iv) Commercial (v) Mix Land Use		
	Total Area of Land		
	Registration No. and Validity upto	Regn. No. Validity upto	
	Date of Start		
	Date of completion with approval number of completion plan by competent Authority.	Order No. Date	
2	<b>Association of allottees</b>		
	Name, of the Association of Allottees		
	Address		
	Registration No. & date of regn. certificate		
3	<b>Bank and Financial Details</b>		
	Account No.		
	Account Name		
	Name of the Bank		
	Address of the Bank		
	IFSC Code No.		
	Total amount in the account till the end of last quarter.		
	Amount Deposited		Provide details about the source of inflow of cash, and attach extra sheet(s)

					as Annexure, if required.
	Expenditure, if any				Provide details and attach extra sheet(s) as Annexure, if required.
	Total Amount in the account till the end of quarter under reference.				
	Bank Loan , if any				Provide details and attach extra sheet(s) as Annexure , if required
	Is project / part thereof pledged with any Bank or NBFC as collateral.				Provide details and attach extra sheet(s) as Annexure , if required.
<b>4</b>	<b>Details of the Inventory of the Project</b>				
(i)	<b>Plots</b>	Total Plots	Booked Plots	Remaining plots	Mortgage plot(s), if any
		<ul style="list-style-type: none"> <li>• Please provide a schematic sketch site layout plan on A-4 size of paper showing all remaining plots with area of each respective plot and mentioning if the same is/are mortgaged.</li> <li>• Please fill nil, if no plots in the project</li> </ul>			
(ii)	<b>Flats</b>	Total Flats	Booked Flats	Remaining Flats	Mortgage Flats(s), if any
		<ul style="list-style-type: none"> <li>• Please provide a schematic sketch site layout plan on A-4 size of paper showing all block(s)/towers with number of remaining flat(s) with area and number of each respective flat(s) and mentioning if the same is/are mortgaged.</li> <li>• Please fill nil, if no Flats in the project</li> </ul>			
(iii)	<b>Cottages</b>	Total Flats	Booked Flats	Remaining Flats	Mortgage Flats(s), if any
		<ul style="list-style-type: none"> <li>• Please provide a schematic sketch site layout plan on A-4 size of paper showing all cottage(s) with area and number of Cottage(s) and mentioning if the same is/are mortgaged.</li> <li>• Please fill nil, if no cottages in the project</li> </ul>			
(iv)	<b>Commercial Units</b> (Shops/offices/ Commercial flat).	Total Units	Booked Units	Remaining Units	Mortgage Units(s), if any
		<ul style="list-style-type: none"> <li>• Please provide a schematic sketch site layout plan on A-4 size of paper showing all commercial unit(s) with area and number of unit(s) and mentioning if the same is/are mortgaged.</li> </ul>			

		<ul style="list-style-type: none"> <li>Please fill nil, if no commercial unit(s) in the project</li> </ul>			
(v)	<b>Garages/ covered parking</b>	Total Units	Booked Units	Remaining Units	Mortgage Units(s), if any
		<ul style="list-style-type: none"> <li>Please provide a schematic sketch site layout plan on A-4 size of paper showing all Garages/covered parking(s) with area and number of garages/covered parking(s) and mentioning if the same is/ are mortgaged.</li> <li>Please fill nil, if no Garages in the project</li> </ul>			
(vi)	<b>HANDING OVER OF COMMON AREAS AND FACILITIES, IF ANY</b>				
	list of common areas and services being provided	Date of Handing over to the Association of Allottee		Likely Date of handing over /Remarks, if any	
(vii)	<b>MAINTENANCE CHARGES</b>				
	Who is facility provider/ managing the services/ facilities, presently.		Charges per month / per annum for services being provided, as mentioned at serial no. 6 with breakup of charges for each service and tax/GST component. Attach the details as Annexure -		
	Promoter/ service provider on behalf of the promoter	Whether by Association of Allottee			
<b>5</b>	<b>Status of completion of Infrastructure Development</b>				
	Type	Status (Completed/underway/ Yet to be done/not in the project)		Remark	
	Boundary wall, gate(s)				
	Roads/paths				
	Drainage				
	Water Supply				
	Electrification				
	Sewerage				
	Solid Waste				
	Solar				
	Parking				
	Rain water collection and harvesting.				
	Green Area/Playground				
	<b>Miscellaneous</b>				
	List of Channel Partners( HP RERA Registered Agents)				
	Channel Partner's Name(Agents)		HP RERA Registration No.		
	(i)				
	(ii)				



List of Legal cases, IF ANY								
Project	Name of Parties and Case No.	Issue involved ( in brief)	Next date of hearing and its status					
Summary of Allottees and Sale Report during the quarter								
Sl. No.	Unit No. and parking No., if any	Name of the Allottee	Date of booking	Rate (per S. ft.) Optional	Carpet Area of the Unit and of parking, if allotted	Sale value of Unit including parking, (Optional)	Amount Collected Optional	Total amount Collected in the quarter for all units (in Rs.) Optional
6	Latest Site Update through Media Gallery							
	Please attach photographs of the units and facilities							

Annexures:- (1)  
(2)

Place:

Date:

(Name of the authorized Signatory of the Project)  
Complete Address

ANNEXURE-(APR-3)

### ANNUAL PROGRESS REPORT (APR-3)

1.	PARTICULARS OF THE REAL ESTATE PROJECT		
Sl. No.	Particulars	Details	
1.1	Name of the Real Estate Project		
1.2	Phase of the Real Estate Project		
1.3	Name of the Promoter		
	Name of the co- Promoter(s) *Add more rows to disclose all co-promoters.		
1.4	Total area of the Real Estate Project / Phase.		
1.5	Location of the Real Estate Project		
1.6	Type of the Real Estate Project or Phase of the Real Estate Project.	Residential Plotted Colony	
		Residential Development Project.	
		Commercial Development Project.	

		Mix Land Use Development Project.	
1.7	Registration No. of the Real Estate Project.		
1.8	Validity of Registration Certificate	Valid from	Valid up to
1.9	Date of Start of the Real Estate Project/Phase of the Real Estate Project.		
1.10	Year for which information is provided.	Financial Year	
1.11	Detailed Annual Statement of Account by Statutory Auditor of the Promoter (i) <b>(Not to be submitted for those real estate projects, the completion plan of which has been approved by the competent authority).</b> (ii) <b>(Not to be submitted for those plotted projects, in which number of plots are less than 10).</b>	<b>Specimen Annexure-1</b> attached	
1.12	Detailed Summary of Allottees and Sale Report up to the end of the financial year.	<b>Specimen Annexure-2</b> attached	

Place:

Date:

(Name of the authorized Signatory of the Project)  
Complete Address

\_\_\_\_\_

ANNEXURE-1

- (i) **(Not to be submitted for those real estate projects, the completion plan of which has been approved by the competent authority).**
- (ii) **(Not to be submitted for those plotted projects, in which number of plots are less than 10).**

ON THE LETTER HEAD OF THE CHARTERED ACCOUNTANT (WHO IS STATUTARY AUDITOR OF THE PROMOTER'S COMPANY/FIRM)

### CHARTERED ACCOUNTANT'S CERTIFICATE

(ANNUAL REPORT ON STATEMENT OF ACCOUNTS)

Name of the Promoter.....

Name of the Real Estate Project.....

HP RERA Registration No.....

From 1st April .....to 31st March .....

Separate Bank Account with .....Bank ..... Branch,  
City.....

Account No.....

IFSC Code.....

**Subject.—Certificate of Statement of Accounts on project fund utilization and withdrawal by promoter for the period from.....to.....**

1. This Certificate is issued in accordance to the provisions as defined under point (D) of clause (1) of sub-section (2) Section 4 of the Real Estate (Regulation and Development) Act, 2016.
2. I/We have obtained all necessary information and explanation from the Company, during the course of our audit, which in my / our opinion are necessary for the purpose of this Certificate.
3. I/We hereby confirm that I/we have examined the prescribed registers, books and documents, and relevant records of .....(Promoter) for the period ended and hereby certify that in respect of the Real Estate Project titled.....(Name of the Real Estate Project.....) HP RERA Registration No.....located at.....as under:—

Sl. No.	Particulars	Amount (Rs.)
A.	Opening Balance as on ..... (A)	
B.	Add:- Receipts during the following Quarters 5. April to June 19..... 6. July to September 19..... 7. October to December 19..... 8. January to March 19..... <b>Sub-Total (B)</b>	
C.	Less- Withdrawals during the following Quarters 5. April to June 19..... 6. July to September 19..... 7. October to December 19..... 8. January to March 19..... <b>Sub-Total (C)</b>	
	<b>Closing Balance (A+B-C)</b>	

4. We certify that the above Table correctly represents the deposits in and withdrawals from the Separate Bank Account of the Real Estate Project.
5. We certify that procedure and stipulations as prescribed under HP RERA in respect of deposits and withdrawal from the Separate Bank Account have been fully complied/partially complied / not complied as under:—

<b>Details of Non-Compliance, if any</b>

6. The cost incurred during the reporting period is correctly tabulated as under:—

<b>S. N.</b>	<b>Particulars</b>	<b>Amount (Rs.)</b>
A.	Estimated cost of the Real Estate Project	
B.	Cost incurred prior to present Certificate	
C.	Cost incurred during reporting period	
D.	Total expenditure Incurred	

7. This is to further certify that the percentage (financial) completion of the project is as under:—

% (Financial) of Completion at the start of the reporting period	% (Financial) Completed during the reporting period	% (Financial) Completion as at the end of the period

Place:

Date:

(Signature and Stamp / Seal of the Signatory CA)

Name: \_\_\_\_\_

Full Address: \_\_\_\_\_

Membership No. \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email: \_\_\_\_\_

9.3	Summary of Allottees and Sale Report during the financial year								
Sl. No.	Unit No. and parking no. if any	Name of the Allottee	Date of booking	Rate of main unit and of parking if allotted (per sqft.) (Optional)	Carpet Area of the Unit and of parking, if allotted	Sale value of Unit including parking, balcony & terrace, if allotted (Optional)	Amount collected (in %) (Optional)	Total amount collected (in Rs.) (Optional)	
*									
*									
*									
*									
*									
*									
* Add more rows to enter details of all bookings in the Quarter Note- 1 sqm. =10.76 sqft.									

Place:

Date:

(Signature & Name of the authorized Signatory of the Project)  
Complete Address:

\_\_\_\_\_