

**Annexure 9  
APPLICATION FORMAT**

(see regulation 9)

**For Booking of a unit in a real estate project**

(To be filled from the promoters side)

Application form No.

Promoter's name and address

Name of project and its location/address

Date-

(To be filled by the applicant)

I/we hereby apply for the booking of a residential unit/plot/commercial unit or space/flat/house/villa of category/type..... in your above mentioned project.

**Sole/First applicant-**

Name- S/o or W/o or D/o- Age-  
Mail Address-  
Phone no.-Mobile no. -Email-  
PAN NO.

Nationality Resident or

Non resident

Photo graph
signature

**Second applicant**

Name-S/o or W/o or D/o- Age-  
Mail Address  
Phone no.-Mobile no.- Email-  
PAN NO.  
Nationality Resident or Non resident

Photo graph
signature

**Third applicant**

Name-S/o or W/o or D/o-Age-  
Mail Address  
Phone no.- Mobile no.- Email-  
PAN NO.  
Nationality Resident or Non resident

Photo graph
signature

I/we hereby submit application fee in the form of two percent of the sale price of type unit as a token amount for booking the unit applied through Cheque/Draft No..... dated..... in favour of ..... (the promoter)

I/we also apply for a preferred location with details of it.....  
Signature of applicant(s)-

(to be filled by the promoter in duplicate, one copy for promoter's use and other copy to be sent to the applicant)

Booking application of..... (name of applicant) is approved/not approved. The details of the unit booked/approved is as follows-

Name of promoter-

Name of project -

Project location address-

Tower/Block-

Floor-

Category/Type of unit-

Carpet area/area-

Preferred location approved/not approved-

Detail of preferred location-

Booking amount received- Rs..... (rupees.....)

Base sale price of the unit booked through DD/Cheque No..... Dated.....

**Component wise Cost details-**

SR. NO.	Particulars	Rate (with unit)	Total amount
1.	<b>Base Sale price</b>		
2.	One time proportionate lease rent of land (only in case of leased land)		
3.	PLC (preferred location charges)		
4.	Electricity and meter/connection charges		
5.	Water connection charges		
6.	Power backup charges		
7.	Parking( covered) price		
8.	Parking (open) price		
9.	Fire fighting installation charges		
10.	IFMS( <i>intrest free Maintenance Security</i> )		
11.	Club membership charges (one time)		
12.	Other charges (give details)		

Dated-

Signature of promoter  
or its authorized Signatory

Place-

(Note : the booking in is subject to acceptance/confirmation by..... / the applicant and signing of allotment letter by the applicant and the promoter both.)

Annexure 10

[see Regulation 16]

ANNUAL REPORT ON STATEMENT OF ACCOUNTS  
ON THE LETTER HEAD OF CHARTERED ACCOUNTANT (WHO IS STATUTORY AUDITOR OF THE PROMOTER'S  
COMPANY/FIRM)

To  
[NAME AND ADDRESS OF PROMOTER]

SUBJECT: Report on Statement of Accounts on project fund utilization and withdrawal by  
[promoter] for the period from..... to.....with respect to  
project..... (UK RERA Regn. Number.....)

1. This certificate is issued in accordance with the provisions of the Real Estate (Regulation and Development) Act, 2016 read alongwith the Uttarakhand Real Estate (Regulation and Development) (General) Rules, 2017.
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 the relevant records of..... [name of Promoter] for the period ending..... and hereby certify that:
  - (i) M/s.....(Promoter) have completed.....% of the project titled....(Name of project) located at.....having project registration No.....
  - (ii) Amount collected during the year for this project is Rs..... and amounts collected till date is Rs. ....
  - (iii) Amount withdrawn during the year for this project is Rs. .... and amount withdrawn till date is Rs.....
4. I/We certify that the..... [Name of Promoter] has utilized the amounts collected for.... (name of project) only for that project and the withdrawal from the designated bank account(s) of the said project has been in accordance with the proportion to the percentage of completion of the project.
5. I/We hereby Confirm that I/We have examined the account of the project named.....being developed/Constructed by the Promoter.....(name of the promoter) and certify the following-

INCOME

- (1) Money received for the project as secured Loan(s)- Rs.....
  - (2) Money received for the project as unsecured Loans(s)- Rs. ....
  - (3) Money received for the project from Directors/ partners of the Promoter- Rs. ....
  - (4) Money received for the project from Share holders - Rs. ....
  - (5) Money received for the project from the buyers- Rs. ....
  - (6) Money received for the project from other Sources- Rs. ....
- Total money received till..... Rs.....

Expenditure

- (1) Money spent on the Project work-..... Rs. ....
- (2) Money spent on the (GST etc.) against the project- Rs. ....
- (3) Other expenses for the project- Rs. ....
- (4) Money transferred to reserve fund- Rs. ....
- (5) Money transferred to promoter's account- Rs. ....
- Total expenditure- Rs. ....

Date:-

Place:-

Phone No:-

Email ID:-

Address (a) office

(b) residence

Name and Signature of C.A.

(Licence No.....)

Form- 10[see Regulation 32]  
**BEFORE THE UTTARAKHAND REAL ESTATE REGULATORY AUTHORITY**

Application for inspection/obtaining copies of documents/records  
I hereby apply for grant of permission to inspect/obtain copies of the following documents / records in the above case. The details are as follows :

1. Name and Address of the person seeking permission to inspect/obtain copies of the documents/records.
2. Whether he is party to the case or he is the authorised representative of any party . [Furnish necessary particulars]
3. Details of papers/documents sought to be inspected/copies required.
4. Date and duration of the inspection sought.
5. The amount of fee payable (as per relevant Regulations) and the mode of payment.

Place :

Date :

Office use

Granted inspection on ...../ Rejected

Granted copies of documents on ...../ Rejected

Secretary / Officer/ Nominee of the Authority

---

FORM 'A'  
[SEE REGULATION 45]  
UNDERTAKING

Uttarakhand REAL ESTATE REGULATORY AUTHORITY

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

I \_\_\_\_\_ (Name), Member, Uttarakhand Real Estate Regulatory Authority solemnly affirm and declare that I shall not take part in any deliberation or decision of the Authority, with respect to any matter where in I have any direct or indirect pecuniary or other interest in any matter, including those relating to immediate family, coming up for consideration in meetings of the Authority, as provided in Regulation 45.

Signature:

Date:

Place:

FORM 'B'  
[SEE REGULATION 48]  
DECLARATION CONCERNING CONFIDENTIALITY  
Uttarakhand REAL ESTATE REGULATORY AUTHORITY

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

Position: \_\_\_\_\_  
Chairperson or Member of the Authority or  
Officer/employee of the Authority & position held or  
Other expert (external) \_\_\_\_\_

I hereby declare that I am aware of my obligation to respect confidentiality I know that I am obliged not to divulge information acquired as a result of my activities in the Authority, if the information is subject to a request for confidentiality and I hereby undertake not to divulge any such confidential information. I shall also respect the confidential nature of the opinions expressed by other Members of the bodies indicated above or other experts during discussions in meetings or provided in written form. I also declare that I shall not divulge or Communicate any opinion or view expressed by other Members or experts during the discussion in meeting or otherwise to any body ever.

I declare that the information provided above is true and complete.

Signature:

Date:

Place:

[see Regulation 51]  
BEFORE THE UTTARAKHAND REAL ESTATE REGULATORY AUTHORITY  
Complaint No. /

In the matter of

..... complainant  
V/s ..... Respondent(s)

Memo of Authorisation

I/We .....the petitioner / respondent abovenamed do hereby nominate, appoint and constitute..... to act, plead and appear on my/our behalf in the aforesaid matter.  
IN WITNESS WHEREOF I/We have set and subscribed my/our hands to this writing on this .....day of .....

Name and Signature of complainant/respondent

Place : .....

Date : .....

Address for Correspondence

I/We accept the said authorisation

Place:

Date:

Address:

Name and signature  
of authorised person