

Q. Do I need to update my project regularly?

Promoters are advised to ensure that their project information is always up-to-date as per Section 11 of the Real Estate (Regulation and Development) Act, 2016.

Failure to make quarterly project update will violate Section 11 of the Real Estate (Regulation and Development) Act, 2016 and would make the concerned promoter liable for penal action.

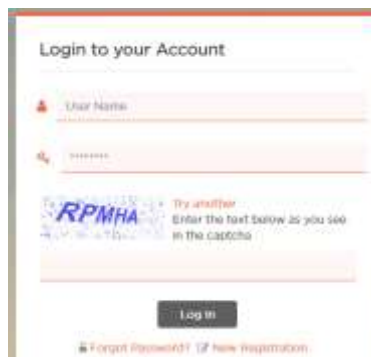
Q. How do I update the details of my project?

The below feature is available for updating the details of the information available on the application portal

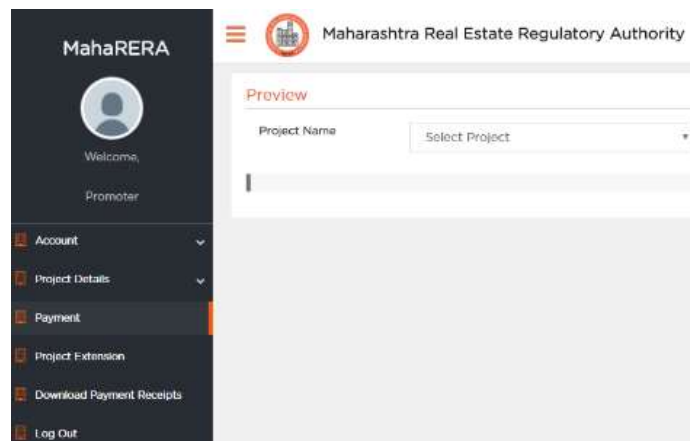
➤ Project Update

For updating your project's information on the MahaRERA application page: <https://maharera.mahaonline.gov.in>. The process for project update is as follows:

1. Login to the Online MahaRERA portal with your username and password



2. Go to the Payment tab. Select your project from the dropdown



3. Click on "Proceed for Payment" button available bottom of the application preview
4. Make Annual Payment of Rs. 500/- (exclusive of Applicable taxes) for Update Form

5. After payment is successful, the receipt will become available under the Download Payment Receipts Section.
6. There will be a “edit” button will become available for all the fields.

Q. How do I update fields that are greyed (locked), even after the project update payment?

The fields that are unavailable for editing are through the project update feature are available through the Application for change module.

Please refer to the Guidelines for Correction & Revision of Project details.

Q. Which are the fields that need to be updated by a promoter after registration?

Updates are generally required in the following sections:

1. Project Cost (Actual Total Amount)
2. Document Upload (Documents, Certificates, Details of encumbrances etc.)
3. Building Details (Number of apartments Booked/Sold/Allotted)
4. Task/Activity (Percentage of Work)
5. Common Areas and Facilities (Units Booked, Work Completion Percentage)
6. Project Professional Details (Real Estate Agent etc.)
7. Promoter(Land Owner)/Investor Details
8. Photographs of key stakeholders of organization are small / missing / incorrect. Please upload the required photographs

These two new fields were added to the application in December, 2017. Application registered on previous date need to update the below two fields.

9. **Building-wise Completion Date:** Please update the building-wise completion date (This date cannot be beyond the Revised Proposed date of Completion) in the Add building tab under Project details.
10. **Street Name and Locality:** These are now added in the Project Details address section. You are requested to update the same while updating the project details

NOTE:

- **Certificates of CA (Form 3), Certificates of Architect (Form 1) & Certificates of Engineer (Form 2)** need not be uploaded every quarter on the website, but are required to be maintained at the end of the promoter and submitted to the banks for getting release of money from the separate account.
- **Certificates of Architect (Form 4):** As per the Regulation 3 of the General Regulations of MahaRERA on this is required to be uploaded on completion of the project. In case, you are unable to upload Form - 4 for your project due to whatsoever reasons including non-receipt of Occupancy Certificate, you need to apply for extension of your project on the MahaRERA application portal as per Section 6 of the Act. You are also kindly requested to update project details especially “Task/Activity” Section as per the latest status of your registered project.

- **Certificates of CA (Form 5):** The annual report on statement of accounts, in Form 5 (issued in accordance with the third proviso to section 4(2)(l) of the Act) duly certified and signed by the chartered accountant who is the statutory auditor of the promoter's enterprise are required to be uploaded at the end of the financial year