

CHECKLIST

(To be filled by the allottee)

Complaint Form (Tick as applicable):

Form N: Application to Authority (U/s 31 read with Rule/35)

Form O: Application to Adjudicating Officer (U/s 31 read with Rule/36)

Complaint No. : RAJ-RERA-C-

1. In case of delay in possession (u/s 18)

S. No.	Particulars	Details	Page No.
1.	Contact details of the Complainant -		
	(i) Name		
	(ii) Address for communication		
	(iii) Contact No. and Email ID		
2.	Contact details of the Respondent-		
	(i) Name		
	(ii) Address for communication		
	(iii) Contact No. and Email ID		
3.	Name of the project		
4.	Type of Project		
5.	Full Address of the project site		
6.	Whether the Project is registered under RERA		
7.	Date of Application for booking of unit in the said project		
8.	Date of Allotment of unit		
9.	Whether Agreement to Sell is executed		
10.	Agreement to sell executed before/after Commencement of the Act & date of agreement		
11.	Scheduled date of possession as per Agreement to Sale		
12.	Date of completion of Project under RERA		
13.	Total area of the unit (Super area/Built up area/Carpet area)		
14.	Total cost of the Unit		
15.	Amount paid by the allottee till the date of complaint		
16.	Balance amount to be paid by the Allottee		
17.	Basic facts of the case (grievances of the Complainant)		
18.	Relief prayed for		
19.	Whether allottee wishes to continue in the project or withdraw from the project		

2. In case of Complaint other than delay in possession i.e. other than u/s 18

S. No.	Particulars	Details	Page No.
1.	Contact details of the Complainant -		
	(i) Name		
	(ii) Address for communication		
	(iii) Contact No. and Email ID		
2.	Contact details of the Respondent-		
	(i) Name		
	(ii) Address for communication		
	(iii) Contact No. and Email ID		
3.	Name of the project		
4.	Type of the project		
5.	Full Address of the project site		
6.	Whether the Project is registered under RERA		
7.	Basic facts of the case (grievances of the Complainant)		
8.	Relief prayed for		
9.	Relevant Section(s) under which relief sought by the complainant		
10.	Whether allottee wishes to continue in the project or withdraw from the project		

Note: Complainant must submit the above checklist along with triplicate copies of the complaint, payment receipt and relevant documents. All documents must be duly attested by the complainant.

Date:
Complainant

Name and Signature of the complainant

Note: The above checklist has to be submitted in soft copy as well to the Rajasthan Real Estate Regulatory Authority