



Application for certificate of registration by Promoter

Applicant Information

Documents

(*) Indicates Mandatory Field

Applicant Information

Applicant Status : *

Applicant Name : *

Father Name : *

Gender : Male Female Other

Mobile Number : +91 * Email ID : *

PAN No : * PAN Document : No file selected. *
(pdf file only and Max file Size 3 MB)

Certificate of Registration : No file selected. *
(pdf file only and Max file Size 3 MB)

Whether conducted any Business as a promoter in State of Himachal Pradesh or any Other State : Yes No

Copy Of Licence : No file selected. *
(pdf file only and Max file Size 3 MB)

Project Details during last 5 year

Project Details :

Completion certificate issued by Authority : No file selected. *
(pdf file only and Max file Size 3 MB)

Whether Applicant posses Requisite Qualification : Yes No

Qualification & Experience certificate : No file selected. *
(pdf file only and Max file Size 3 MB)

Correspondence Address of Applicant

Name : *
Guardian Name : *
State : *
District : *
Tehsil : *
Town/Village/Ward : *
Address : *
PIN : *

Permanent Address Same as Corr. Address

Name : *
Guardian Name : *
State : *
District : *
Tehsil : *
Town/Village/Ward : *
Address : *
PIN : *

Other information 1 : *
Maximum 200 characters

Other information 2 : *
Maximum 200 characters

Other information 3 : *
Maximum 200 characters

Other information 4 : *
Maximum 200 characters

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[Applicant Information](#) | [Documents](#)

← (*) Indicates Mandatory Field

Documents

Receipt of Bank guarantee/FD	:	<input type="text" value="Browse... No file selected."/>	*	
				(pdf file only and Max file Size 3 MB)
Detail of Assets and Liabilities	:	<input type="text" value="Browse... No file selected."/>	*	
				(pdf file only and Max file Size 3 MB)
Self certified statement	:	<input type="text" value="Browse... No file selected."/>	*	
Self certified statement	:	<input type="text" value="Browse... No file selected."/>	*	
				(pdf file only and Max file Size 3 MB)
Undertaking Regarding engaging services of qualified expert	:	<input type="text" value="Browse... No file selected."/>	*	
				(pdf file only and Max file Size 3 MB)
Income tax returns of preceding 3 years				
Certificate1	:	<input type="text" value="Browse... No file selected."/>		Certificate2
				<input type="text" value="Browse... No file selected."/>
				(pdf file only and Max file Size 3 MB)
Certificate3	:	<input type="text" value="Browse... No file selected."/>		
				(pdf file only and Max file Size 3 MB)
Signature				
Signature	:	<input type="text" value="Browse... No file selected."/>	*	
				(jpg, jpeg, png file only and Max file Size 1 MB)

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REQUIREMENTS FOR REGISTRATION AS PROMOTER AS PER RULE-42 (1)

Individual/ Firm/Company/ Co-operative Society and Joint Family

(Registration will be issued for 3 year and thereafter renewal will be for 2 years)

1. Application on **Form -34** of H.P. Town & Country Planning Act 1977.
2. Photos 3 Nos. duly attested.
3. Income Tax Returns for the last three years alongwith attested copy of Permanent Account Number (PAN).
4. Registration fee of Rupees Fifty thousand **by way of e-challan or challan** or in the form of a demand draft drawn in favour of the Director.
5. Refundable security of Rupees one lakh for registration by way of a Bank guarantee or fixed deposit duly pledged in the name of Director.
6. Self certified statement regarding conditions on following points as per Rule-42 (1) and (4):-
 - (a) should not be less than eighteen years of age;
 - (b) The applicant himself or one of his employee as the case may be should have at least five years experience in the field of development of colonies or construction of buildings whether as a construction Engineer, Architect, Town Planner possessing degree from a recognized institution or as a Class-A contractor registered with the appropriate authority;
 - (c) should not be an un-discharged insolvent;
 - (d) should not be of an unsound mind;
 - (e) should not have been black listed by any authority under any law for the time being in force;
 - (f) should not have been convicted of an offence under the Act or under any law involving moral turpitude, or, if convicted a period of five years has elapsed since his conviction;
 - (g) should not be in the employment of the Government or a State undertaking or a local authority;
 - (h) should not have been dismissed from the service of a Government or a State undertaking or a local authority;
 - (i) The application for registration of Promoter shall be accompanied by an undertaking that while executing the project, the Promoter shall engage the services of qualified technical experts namely construction Engineer or Architect or Town Planner possessing degree from the recognized institution till the completion of project, if he himself does not possess the said qualification.

The following desirable information is to be disclosed wherever applicable:-

- (a) in case of a company, the applicant has furnished a certificate of registration of incorporation with the Registrar of Companies;
- (b) in case of a firm, certificate of registration under the Partnership Act,1932 from the competent authority;

- (c) List of directors/ Partners/ Executive Members in case of company, firm, Co. Operative Society and Members of the Joint Family alongwith authorized signatory
- (d) Copy of degree, proof of experience, appointment letter in case of employee and consent of the employee in respect to Rule-42 (1) (b).
- (e) Statement of affairs clearly indicating the detailed assets and liabilities duly certified by the Chartered Accountant.
- (f) Details of previous projects executed during the last five years alongwith their completion certificate, if any.

RENEWAL OF REGISTRATION

1. Application on **Form -38** of H.P. Town & Country Planning Act 1977 required to be submitted **prior to three months from the expiry of Registration Certificate.**
2. Self certification regarding fulfilling the conditions as envisaged under Section-78b of the Act *ibid* read with Rule 42 (1) a to h of the H.P. Town & Country Planning Act, 1977
3. Original copy of Registration Certificate.
4. Income Tax Returns for the last three years.
5. Renewal fee amounting to Rs. 25,000/- **by way of e-challan or challan** or in the form of a demand draft drawn in favour of the Director.