



e-Registration

Registration- Anytime,
Anywhere



e-Registration






- ❏ e-Registration allows a builder to do the complete registration process **ONLINE** without having to go physically to the Sub Registrar Office.



e-Registration



-  e-Registration made available to Citizen by Stamps and Registration Department of Maharashtra State.
-  e-Registration allows a builder to do the complete registration process ONLINE without having to go physically to the Sub Registrar Office.
-  Components of e-Registration
 1. Online Leave & Licence
 2. Agreement to sell (First Sale)



Registration Roadmap



1st Generation
(2002)

SARITA

Computerize
d
Standalone
System

Manual
System

2nd Generation
(2012)

i-SARITA

Computerized
Centralized
System

3rd Generation
(2014)

e-Registration

Online System




4th Generation
(2021)

**e-Registration
V2**

Form
Builder



What is Form Builder

-  Department of Registration and Stamps has launched facility of e-Registration of Agreement to Sale between Builders and flat purchasers.
-  Form Builder is a pre-cursor to e-Registration(Private Builder) application.
-  Builder can login and register projects (RERA registered) and it's Schemes and templates to create agreement in the Form Builder application.

Registration of Builder




- Before proceed for Form Builder, they have to register first for User ID and password.
- Make sure to enter valid Mobile Number while registration.

Sign In | Department of Registrat: x +

eregistration.igmaharashtra.gov.in

Department of Registration & Stamps,
Maharashtra State, Pune



Department of Stamps and Registration has launched facility of eRegistration of Agreement to Sale between Builders and flat purchasers.
FormBuilder is a pre-cursor to e-Registration(Private Builder) application.
Builder can login and register project(s)(RERA registered) and it's Scheme(s) and template(s) to create agreement in the the FormBuilder application.

Features of the FormBuilder application:

- 1) Builder can register projects and schemes.
- 2) Builder can upload Draft agreement and Annexures.
- 3) Customised template can be created to generate the agreement. Builder can use the template to create Agreement multiple times.
- 5) It is integrated with the e-Registration application.

Sign In

New Here? [Register Account](#)

User Name

Password

Enter the text shown in image

Enter OTP

[Resend OTP](#)

[Send OTP](#)

[Sign In](#)

[Forgot Password ?](#)



Sign-In



After successful registration with valid User name, Password and valid OTP Builder has to Login.

Department of Registration & Stamps,
Maharashtra State, Pune

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Sign In

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User Name

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Enter the text shown in image

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[Resend OTP](#)

[Forgot Password ?](#)

[FAQ](#)
[Registration Video Tutorial](#)
[User Manual](#)

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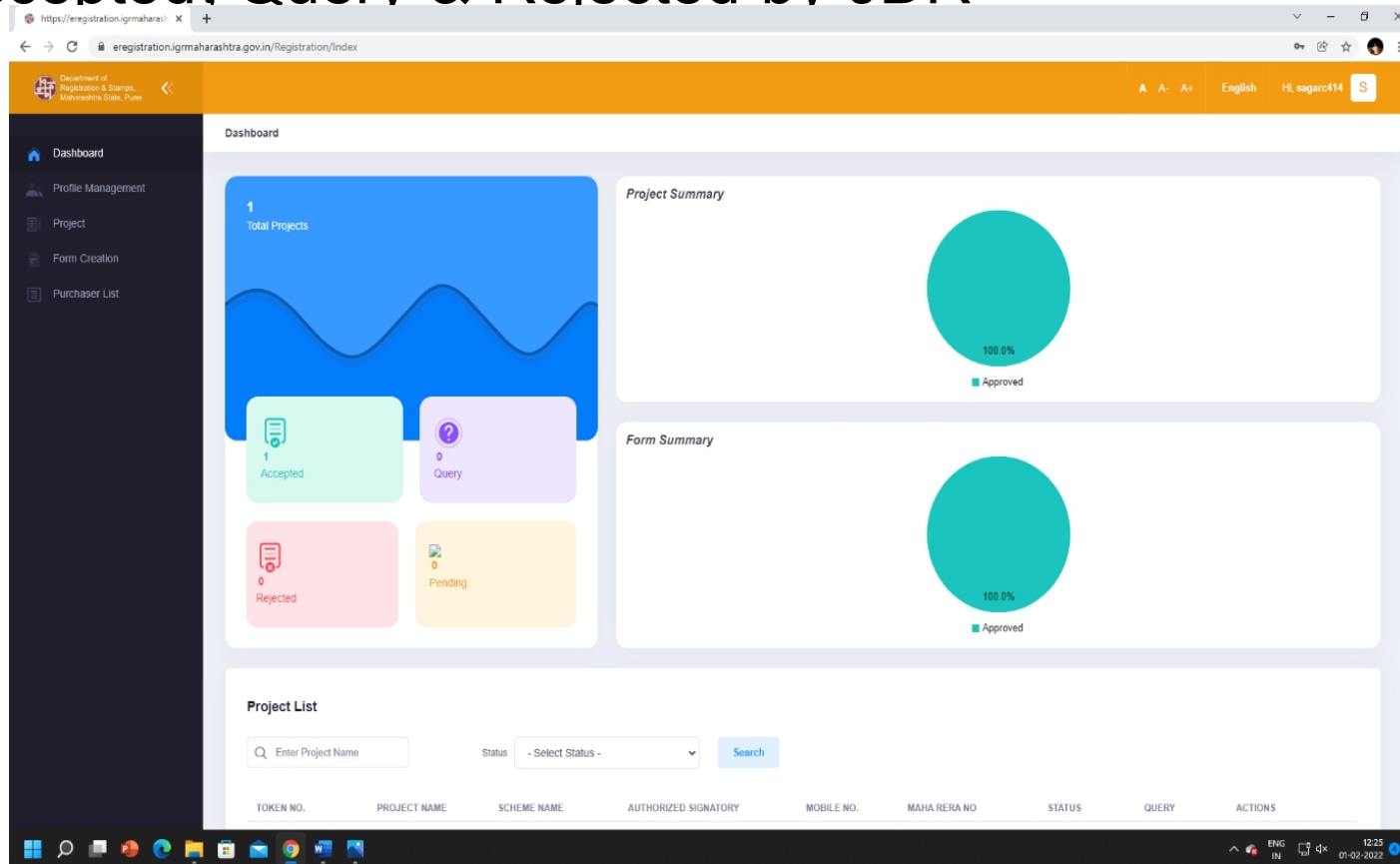
Administrative Issue: isatitahelpdesk@gmail.com complaint@igmaharashtra.gov.in Technical Issue:



Dashboard

After successful Sign-In Builder is able to see the Dashboard.

In the Dashboard Builder can able to see Project Approved, Accepted, Query & Rejected by JDR





Project



- In Project Tab need to click on New Project.
- Here, Builder can add a new project and also can edit the details of the existing project.
- The project needs to be added correctly and properly as it will be reflected in the Index-II document

Department of Registration & Stamps, Maharashtra State, Pune

Project | Add New Project

1 Project Details Add Details

2 Scheme Details Add Details

3 Authorized Signatory Add Details

New Project Existing Project

Please add project data properly as it will be reflected in the Index-II document

Project Name * Enter Project Name

Big/Township Project? * Select

Project Developed by * Enter Project Developed By

Project PAN * Enter Project Pan

No. of Units * 00(minimum 50)

District * Select District

Taluka * Select Taluka

Village * Select Village

Hadda Type * Select Hadda Type

Hadda Name * Enter Total Project

Total Project Area * Enter Total Project



Project Details



In this step we need to add certain details about the project.

Department of Registration & Stamps, Maharashtra State, Pune

Project | Add New Project

1 Project Details Add Details | 2 Scheme Details Add Details | 3 Authorized Signatory Add Details | 4 Scheme Attachments Add Document

New Project | Existing Project

Please add project data properly as it will be reflected in the Index-II document

Project Name * 1 ABC Infra | Big/Township Project? * 2 Yes

Project Developed by * 3 ABC Corp | Project PAN * 4 ACPPW2297M | No. of Units * 5 70

District * 6 Pune | Taluka * 7 हुवेली | Village * 8 वडगाव खेरी (रामवाडी)

Hadda Type * 9 Municipal Corporation | Hadda Name * 10 Pune municipal corporation | Total Project Area * 11 550

Unit Type * 12 Square Meter | Attribute Type * Plot Number

ENG IN 1501 01-02-2022



Scheme Details



In this step we need to add certain details about the Scheme.

eregistration.igmaharashtra.gov.in/Registration/AddProject

Department of Registration & Stamps, Maharashtra State, Pune

Project Add New Project

1 Project Details Add Details

2 Scheme Details Add Details

3 Authorized Signatory Add Details

4 Scheme Attachments Add Document

Enter your Scheme Details

Please add scheme data properly as it will be reflected in the Index-II document

Scheme Name * 1

ABC Project

District * 2

Pune

Taluka * 2

हवेली

Village * 2

वडगाव येरी (रामवाडी)

Area Type (Required for Valuation) * 3

URBAN

Location * 4

वडगाव येरी (रामवाडी)

Sub Location * 5

29/434 - रामवाडी गावठाण

Title of the Document * 6

Agreement to Sale

MAHA Rera Number * 7

L111111111111

Value zone rates

Service of ASR



Authorized Signatory



In this step we need to add certain details about the Scheme.

Department of Registration & Stamps, Maharashtra State, Pune

Project | Update Project

1 Project Details Edit Details | 2 Scheme Details Edit Details | 3 Authorized Signatory Edit Details | 4 Scheme Attachments Edit Document

Edit your Authorized Signatory Details

Company Name *	Company Address *	Authorized Signatory Full Name *
ABC Corp	LLB Road	Sagar Manohar Chavan
Salutation *	Signatory DOB *	Age *
Mr.	07/17/1986	35
Gender *	Mobile No *	Email ID *
Male	9921929236	sagar@gmail.com
PAN *	Is POA ? *	
ACPPW2298L	No	

Add Authorized Signatory

COMPANY NAME	COMPANY ADDRESS	SALUTATION	FULLNAME	DOB	AGE	GENDER	MOBILENO	EMAIL	PAN	IS POA	UPLOAD DOCUMENT	ACTION
--------------	-----------------	------------	----------	-----	-----	--------	----------	-------	-----	--------	-----------------	--------



Scheme Attachments



In this step, we need to attach various documents like Annexures, Draft Document etc.



Guidelines while uploading:

- 1) The Document should be in PDF form
- 2) We can upload the document of size upto 15 MB
- 3) The attached PDF file should not be compressed
- 4) The PDF should not be password protected
- 5) PDF should not contain any thumbnail attachment in it
- 6) While uploading any PDF, please make sure that it should be in A4 size having 2 inch margin from top and bottom of the page and 1 inch margin from the left and right side of the page.

Guideline to upload PDF:
1) PDF should not be compressed and password protected.
2) Make sure PDF should not contain any thumbnail attachment in it.
3) While uploading any PDF, please make sure that it should be in A4 size having 2 inch margin from top and bottom of the page and 1 inch margin from the left and right side of the page.

Upload Document (Total Size 15 MB)

Draft Document *
(To upload Draft of Scheme)

Choose File Article 9.pdf
[Preview]

Annexure-A *
Choose File No file chosen
[Preview]

Annexure-B *
Choose File No file chosen
[Preview]

Annexure-C *
Choose File No file chosen
[Preview]

Annexure-D *
Choose File No file chosen
[Preview]

Annexure-E *
Choose File No file chosen
[Preview]

Annexure-F *
Choose File No file chosen
[Preview]

Annexure-G *
Choose File No file chosen
[Preview]

Annexure-H *
Choose File No file chosen
[Preview]



Project Approval

- After uploading all the required documents Status of Project is shown as Pending for concern JDR Approval.
- If concern JDR has queried the same Project then we need to we need to fulfil the same and Resubmit

The screenshot shows a web application interface for project management. The top navigation bar is orange and contains the Department of Registration & Stamps logo, a search bar, and language/region settings. The left sidebar is dark blue and lists navigation options: Dashboard, Profile Management, Project, Form Creation, and Purchaser List. The main content area is titled 'Project' and contains a 'Project List' section. This section has a search bar, a status dropdown menu, and a 'Search' button. Below these is a table with project details. The table has columns for Token No., Project Name, Scheme Name, Authorized Signatory, Mobile No., Maha Rera No., Created On, Updated On, Status, Query, and Actions. A red box highlights the 'Status' column for the first project, which is 'Pending'.

TOKEN NO.	PROJECT NAME	SCHEME NAME	AUTHORIZED SIGNATORY	MOBILE NO.	MAHA RERA NO	CREATED ON	UPDATED ON	STATUS	QUERY	ACTIONS
1022022183348	Sagar Residency	ABC Corp	Sagar Manohar Chavan	9921929236	L11111111111	01/02/2022	02/02/2022	Pending		



Form Creation

After successful JDR approval Builder able to enter in Next step

i.e.

The screenshot displays the eRegistration portal interface. The top navigation bar includes the Department of Registration & Stamps, Maharashtra State, Pune. The left sidebar menu highlights the 'Form Creation' option. The main dashboard area shows a 'Project Summary' with a pie chart indicating 50.0% Approved and 50.0% Pending. Below this, a 'Form Summary' pie chart shows 100.0% Approved. The 'Project List' section includes a search bar and a dropdown menu for status. The bottom section, titled 'Form List', contains a table with columns for Form ID, Form Name, Scheme Name, Project Name, Created Date, Updated Date, Status, Query, and Action. A 'New Form' button is highlighted in the top right corner of the Form List section.

FORM ID	FORM NAME	SCHEME NAME	PROJECT NAME	CREATED DATE	UPDATED DATE	STATUS	QUERY	ACTION
1072	Sagar Residency	Sagar Residency	Sagar Residency	17/01/2022	17/01/2022	Approved		Create Agreement



Form Builder

In this Builder has to select concern Project and facility is given to add new Extra Field if required.

The screenshot shows the 'Add New Form' interface in the Department of Registration and Stamps, Maharashtra portal. The interface is divided into a sidebar and a main content area. The sidebar contains links to Dashboard, Profile Management, Project, Form Creation, and Purchaser List. The main content area has a progress bar with four steps: 1. Form Builder (Step 1), 2. Dynamic Form Creation (Step 2), 3. Create a Template (Step 3), and 4. Form Overview (Step 4). Below the progress bar, there is a form with several fields: Project Name* (1), Scheme Type* (2), Form Name* (3), Description* (4), and Category* (5). The Project Name field is set to 'Sagar Residency', Scheme Type to 'ABC Corp', Form Name to 'Form 1', Description to 'Form 1', and Category to 'Individual'. Below these fields is a 'Field List' (6) section with a table of property details. A blue 'Add New Field' button (7) is located at the bottom right of the Field List section. A pink notification banner at the top of the main content area states: 'You have to add temporary data in the Dynamic Form Creation Tab, at the time of form creation and get it approved form format with JDR. You have to add actual value while creating agreement.'

Department of Registration & Stamps, Maharashtra State, Pune

Form Creation | Add New Form

You have to add temporary data in the Dynamic Form Creation Tab, at the time of form creation and get it approved form format with JDR. You have to add actual value while creating agreement.

1 Form Builder Step 1

2 Dynamic Form Creation Step-2

3 Create a Template Step-3

4 Form Overview Step-4

Project Name* (1) Sagar Residency

Scheme Type* (2) ABC Corp

Form Name* (3) Form 1

Description* (4) Form 1

Category* (5) Individual

Field List (6)

Add New Field (7)

Property Details

Area of Constructed Property	Building Number
Flat Number	Phase
Building Name	Floor Number
Lift Availability	Proportionate Area
Open Balcony	Closed Balcony
Covered Parking	Open Parking

Dynamic Form Creation



- In this step we need to add various Property Details, Party Details, Identification/Witness Details, E-Stamp Details, etc.
- At this stage Builder has to add the Temporary Data for Draft Approval from the JDR.

sharashtra.gov.in/FormBuilder/AddNewForm/cKHxOy_jUCIL9qoRGModaQ==

Form Creation | Edit Form

You have to add temporary data in the Dynamic Form Creation Tab, at the time of form creation and get it approved form format with JDR. You have to add actual value while creating agreement.

1 Form Builder Step 1 | 2 Dynamic Form Creation Step-2 | 3 Create a Template Step-3 | 4 Form Overview Step-4

Property Details

Area of Constructed Property * 1 2 3
60000 Square Meter Build Up Area

Flat Number * 4
12

Phase * 5
3


Building Name * 6
Sagar Residency

Floor Number * 7
4

Lift Availability *



Create a Template

 In this step Builder can Customize create a draft and can map the fields and required attributes.

Form Creation | Edit Form

1 Form Builder Step 1 | 2 Dynamic Form Creation Step 2 | 3 Create a Template Step 3 | 4 Form Overview Step 4

Template Name* **1** Form2

Project* Sagar Residency

Scheme* ABC Corp

Category* Individual

Mandatory Fields Select Fields Append

Dynamic Fields Select Fields Append

3

(Note : Do not remove 1st Line. Also before pasting the document content, please make sure, you have changed the font size, in the document, as per your requirement.)

Source | [Icons] | Styles | Normal | Font | Size | [Icons] | ?

###[Address (Identification / witness)]#####[Building Name (Party Details)]#####[Field 1]#####[Individual Party Detail]##AGREEMENT TO LEASE

THIS AGREEMENT TO LEASE ("Agreement") is made at ##[Place]## on this ##[Date]##

body p

4

Previous Next



Form Overview




In this step we can see the field we added in the last step. To submit it to the JDR, click on 'Submit to JDR' button.



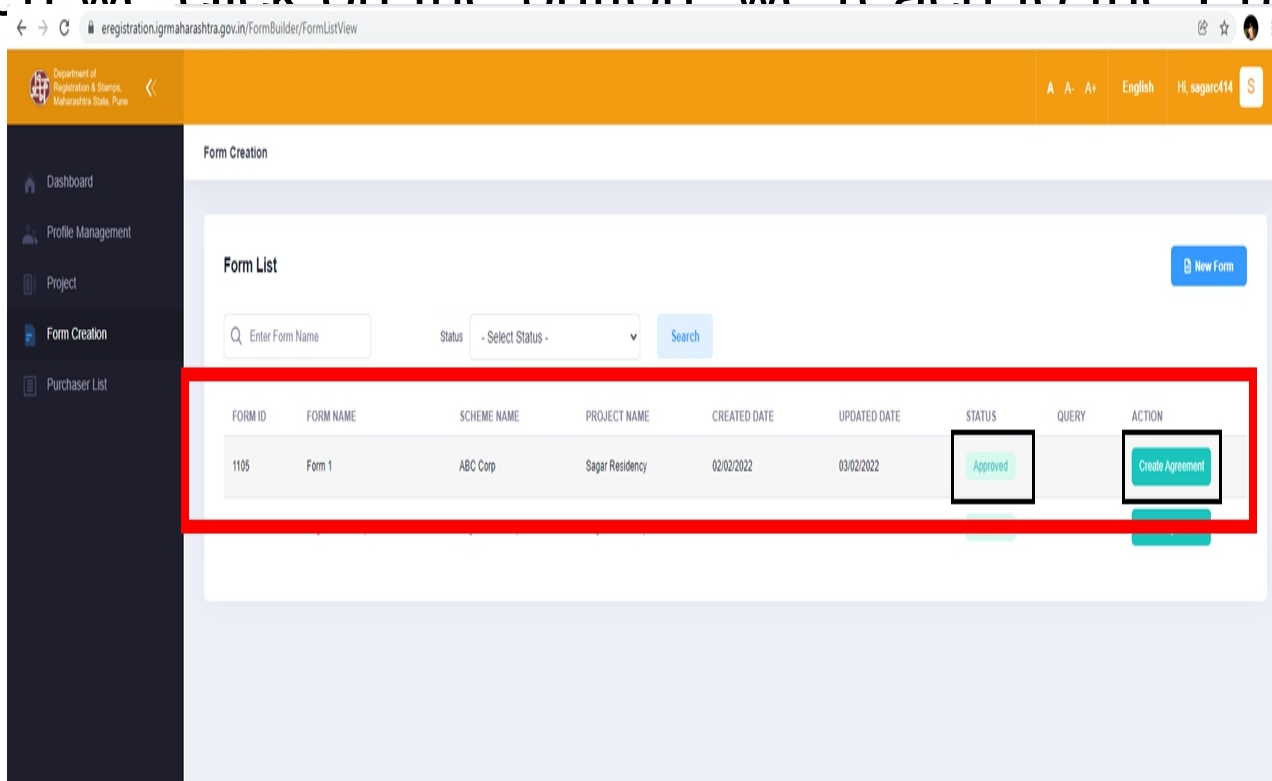
Then we need to confirm the Submission to the JDR.



Purchaser List

 In this step we add the Purchaser Details. In the Form list, when the Form gets approved, we can see the button 'Create Agreement'.

When we click on the button we reach to the Purchaser List page.




The screenshot shows the 'Form List' page in the e-registration portal. The page has a sidebar with navigation links: Dashboard, Profile Management, Project, Form Creation, and Purchaser List. The main content area is titled 'Form Creation' and contains a 'Form List' table. The table has columns: FORM ID, FORM NAME, SCHEME NAME, PROJECT NAME, CREATED DATE, UPDATED DATE, STATUS, QUERY, and ACTION. A red box highlights the row for Form ID 1105, which is in 'Approved' status. The 'ACTION' column for this row contains a 'Create Agreement' button.

FORM ID	FORM NAME	SCHEME NAME	PROJECT NAME	CREATED DATE	UPDATED DATE	STATUS	QUERY	ACTION
1105	Form 1	ABC Corp	Sagar Residency	02/02/2022	03/02/2022	Approved		Create Agreement



Purchaser List

 In this first Builder needs to enter Purchaser details, witness details and property details of concern FLAT.

https://eregistration.igmahara... x +

eregistration.igmaharashtra.gov.in/Purchaser/PurchaserDetails?formid=cKhtOy_JUCIL9qoRGModaQ%3D%3D&projectid=07rlyleUx1A6CBLxPS8Q%3D%3D&PurchaserId=QR64a66j8Le6U0KyP1kzw%3D%3D

Department of Registration & Stamps, Maharashtra State, Pune

Purchaser List Purchaser Details

1 Purchaser Details Step-1 2 Purchaser Template overview Step-2

Project Name : Sagar Residency Scheme Name : ABC Corp

Please add property data properly as it will be reflected in the Index-II document

Property Details

Area of Constructed Property * 600 Square Meter Build Up Area

Flat Number * 12

Phase * 3

Building Name * Sagar Residency

Purchaser Template Overview



In this step Builder can see the template created for the purchaser.



Builder can save it as a draft by clicking on 'Save As Draft' button and can submit by clicking on Submit button.

The screenshot shows a web browser window with the URL https://eregistration.igmaharashtra.gov.in/Purchaser/PurchaserDetails?formid=cKhvQy_JUCIL9qoRGModaQ==&IsEdit=pSdokcmVqy8mt9WYsiRUHg==&PurchaserId=zluQnY+YrFIEHo_ziZLSw==. The page title is "Department of Registration & Stamps, Maharashtra State, Pune". A green notification bar at the top says "Party Details Added Successfully". The left sidebar contains a menu with "Dashboard", "Profile Management", "Project", "Form Creation", and "Purchaser List". The main content area is titled "Purchaser List" and "Purchaser Details". It shows two steps: "1 Purchaser Details Step 1" and "2 Purchaser Template overview Step 2". The "Purchaser Template overview" step displays the following information: "Project Name : Sagar Residency", "Scheme Name : ABC Corp", and a red warning message: "Please add property data properly as it will be reflected in the Index-II document". Below this, the text reads: "LLK Road , LLK Road Sagar Residency11. Mr/Mrs. Sagar Madhukar Chavan. Age 24 Years. Occupation Business. Permanent Account Number(PAN) ACPPW2258N". The text "AGREEMENT TO LEASE" is centered. Below this, it says "THIS AGREEMENT TO LEASE ('Agreement') is made at Maharashtra on this 03/Feb/2022". At the bottom, there are two buttons: "Previous" and "Next". The "Next" button is highlighted with a red box and contains the text "SAVE AS DRAFT" and "SUBMIT".



Party execution & Admission



After successful Submission of Template builder needs to login in another Portal (existing e-registration) with the same Credentials.

Please find below link for the same:

https://appl1igr.maharashtra.gov.in/FORM_BUILDER