

GREATER HYDERABAD MUNICIPAL CORPORATION

Regulations for Registration of Licensed Builder/Real Estate Developer/Firm

1. Short Title, extent and applicability :

- 1.1 **Short Title:** These regulations may be called Regulations for Builder / Real Estate Developer / Firm Licence of Greater Hyderabad Municipal Corporation, 2007.
- 1.2 **Extent:** These regulations shall apply to the entire area of Greater Hyderabad Municipal Corporation.
- 1.3 **Applicability:** These regulations shall apply to the building activity in accordance with the provisions of Revised Common Building Rules – 2006 issued in G.O.Ms.No.86 MA dt.3.3.206 and as amended from time to time.

2. Definitions :

For the purpose of these regulations, the following definitions shall have the meaning indicated against each:

- 2.1 **'Act'** means, Hyderabad Municipal Corporation Act, 1955 (and as amended from time to time).
- 2.2 **'Approved'** means, approved by the authority having jurisdiction
- 2.3 **'Authority'** having jurisdiction means, the Commissioner, GHMC or an officer authorized by him to administer these regulations.
- 2.4 **'Commercial complex'** means, the commercial building proposed for a plot area having more than 300 sq.mtrs and above 10 mtrs height.
- 2.5 **'Licensed Builder/Real Estate Developer'** means, the Builder / Real Estate Developer / Firm who has been licensed by the Authority.

3. General Requirements for Licence :

- 3.1 Person who applies for licence as a Builder shall be a graduate in Architecture or Civil Engineering or in Construction Management or equivalent educational qualifications or 5 years of experience as Class – I Civil Contractor or 10 years of experience as Class- II Civil Contractor.

or

- 3.2 A Company which applies for a Licence as a Real Estate Developer / Firm shall submit the application by an authorized qualified person on behalf of the Company and the company should employ a qualified person as prescribed in Rule 3.1 and submit the particulars of the person appointed and such company shall be registered.

or

3.3 The Builder / Real Estate Developer who is in the profession of construction activity as on date of notification of revised building rules, is also eligible for licence provided that he shall submit the proof of Income Tax Assessment for the past five years that he is engaged in the profession of Builder / Real Estate Developer. A copy of PAN Card shall be submitted along with the application.

4. The Licencing Authority and Procedure for obtaining Licence :

4.1 The Commissioner, GHMC or an officer authorized by him is the authority for issuing the licence for practicing the profession of Builder / Real Estate Developer / Firm.

4.2 The fee for Licence shall be as per the Schedule of Rates as approved by the Greater Hyderabad Municipal Corporation from time to time.

4.3 The format of application for obtaining licence as Builder / Real Estate Developer / Firm is as at Annexure-I. The applicant shall apply in the prescribed form duly enclosing the required copies of certificates and duly paying the prescribed fee.

4.4 Form of Certificate of Licence for Builder / Real Estate Developer / Firm is as given at Annexure-II

4.5 A register of licensed Builder / Real Estate Developer / Firm shall be maintained by the GHMC and up to date list of such licensed Builder / Real Estate Developer / Firm showing the addresses and the period for which the licences are valid shall be kept for inspection in the office of the GHMC during the office hours.

5. Conditions for issuing Licence

5.1 The Authority has the right to cancel the licence for contravention of any of the provisions of the Act, Rules or Bye-laws framed there under or for contravention of any of the conditions of the licence or for failure in discharging the duties and responsibilities as prescribed in these regulations.

5.2 In case the licence is cancelled, he is not eligible for obtaining a fresh licence and for practicing as a Builder / Developer / Firm for a period of three (3) years from the date of cancellation.

5.3 If for any reason the licence is cancelled, the licensed Builder / Real Estate Developer / Firm shall return the licence to the Authority within 24 hours of such cancellation.

5.4 Every application for the renewal of licence, shall be submitted to the GHMC together with a renewal fee as prescribed from time to time and shall be accompanied by the licence in respect of which the renewal is required.

6. Duties and Responsibilities of Builder / Real Estate Developer / Firm:

- 6.1 It shall be incumbent on the Builder / Real Estate Developer / Firm to cooperate with and assist GHMC in carrying out and enforcing strictly the provisions of Master Plan / Zonal Development Plan, Zoning Regulations and Development Control Rules of GHMC and other rules made under the provisions of relevant Acts from time to time.
- 6.2 Builder / Real Estate Developer / Firm is entitled to execute all types of projects and submit the Building applications to GHMC for obtaining building permissions.
- 6.3 A licenced Builder / Real Estate Developer / Firm shall not associate himself with any construction not authorized or licensed by the GHMC where such authorization or licence is required under the provisions of the Act or Rules or any Bye-laws framed there under.
- 6.4 The licensed Builder / Real Estate Developer / Firm shall not do anything prejudicial to public interest and the objectives for which he is licensed or be a party to any evasion or attempted evasion of the provisions of the relevant statute, and the Rules, Byelaws and Regulations made there under GHMC and for the time being in force.
- 6.5 Copy of the certificate of Licence shall be submitted along with Building application. The licence number and the period of validity of the licence shall be incorporated on the building plans.
- 6.6 Every licensed Builder / Real Estate Developer / Firm shall in submitting the plans show correct details and dimensions, levels and give correct information in respect of such plans or building or work for which he proposed execution.
- 6.7 It shall be incumbent on the licensed Builder / Real Estate Developer / Firm to counter sign on Notarized Affidavit of the Owner of the property/GPA holder and submit along with the Building Application for handing over the prescribed floor area of the proposed construction to the Sanctioning Authority as prescribed in the Rules from time to time.
- 6.8 The sale or disposal of such built up area under the said Notarised Affidavit, lease and registration of such buildings shall be allowed by the Registration Authority only after an Occupancy Certificate is obtained from the GHMC.
- 6.9 In case of any violation of building constructions, it shall be removed by the owner / Builder / Real Estate Developer / Firm within the stipulated time on receipt of the statutory Notice of GHMC.

- 6.10 Upon failure to comply with the direction of the GHMC to remove violations, violated portion of the building will be removed summarily and the handed over portion of the building will be disposed off in public auction by GHMC and further action on licensed Builder / Real Estate Developer / Firm shall be initiated, which includes cancellation of licence and debarring from the profession for a period of three (3) years.
- 6.11 It is a prerequisite that every Builder / Real Estate Developer / Firm is required to submit copy of the agreement executed with Consulting Architect / Structural Engineer for execution of the project along with the building application wherein a condition of the agreement shall be incorporated that the consultants will offer their services to builder till completion of work and obtaining of Occupancy Certificate. In no case the construction should take place without the supervision of the Licenced Technical Personnel.

Sd/-
COMMISSIONER & SPL. OFFICER
Greater Hyderabad Municipal Corporation

**APPLICATION FORM FOR BUILDER /
REAL ESTATE DEVELOPER / FIRM LICENCE**

**To
The Commissioner & Special Officer,
Greater Hyderabad Municipal Corporation,
Hyderabad
Andhra Pradesh**

Affix latest
passport size
photograph of
the applicant or
authorized
person

Sir,

I, the undersigned request that my name / firm may kindly be enrolled as licensed Builder / Real Estate Developer /firm.

1. Applied for

BUILDER	REAL ESTATE DEVELOPER / FIRM
----------------	-------------------------------------

2. Application for Licence

: FIRST TIME / RENEWAL

3. Name of the Applicant/ Firm
(in block letters)

:

4. Name of the Authorised Person
(in case of firm) (in block letters)

:

5. Father's Name:

:

6. Full Address of the Applicant / FIRM

:

7. Qualification (Academic and Technical)

:

8. Experience

:

9. Any other special qualification possessed
which requires consideration.

:

10. Whether enclosed copies of the Income tax
Assessment as required on the regulation 3.3

:

11. Licence fee details

(i) Amount(Rs.)

:

Si. No.	Name of the employee	Qualifications	Designation	Signature

Date:.....

Signature of the Applicant

- Encl: 1. Demand Draft
2. Proof of qualification
3. Copy of Income tax Assessment along with copy of PAN card
4. Experience Certificate
5. Passport size photographs 3 Nos

Remarks of the Office

The application of Sri for issue of license is accepted / rejected for the following reasons:

- 1.
- 2.
- 3.
- 4.

Dated:.....

Commissioner
Greater Hyderabad Municipal Corporation

