REGISTRATION AS BUILDER / DEVELOPER

STEP BY STEP GUIDE
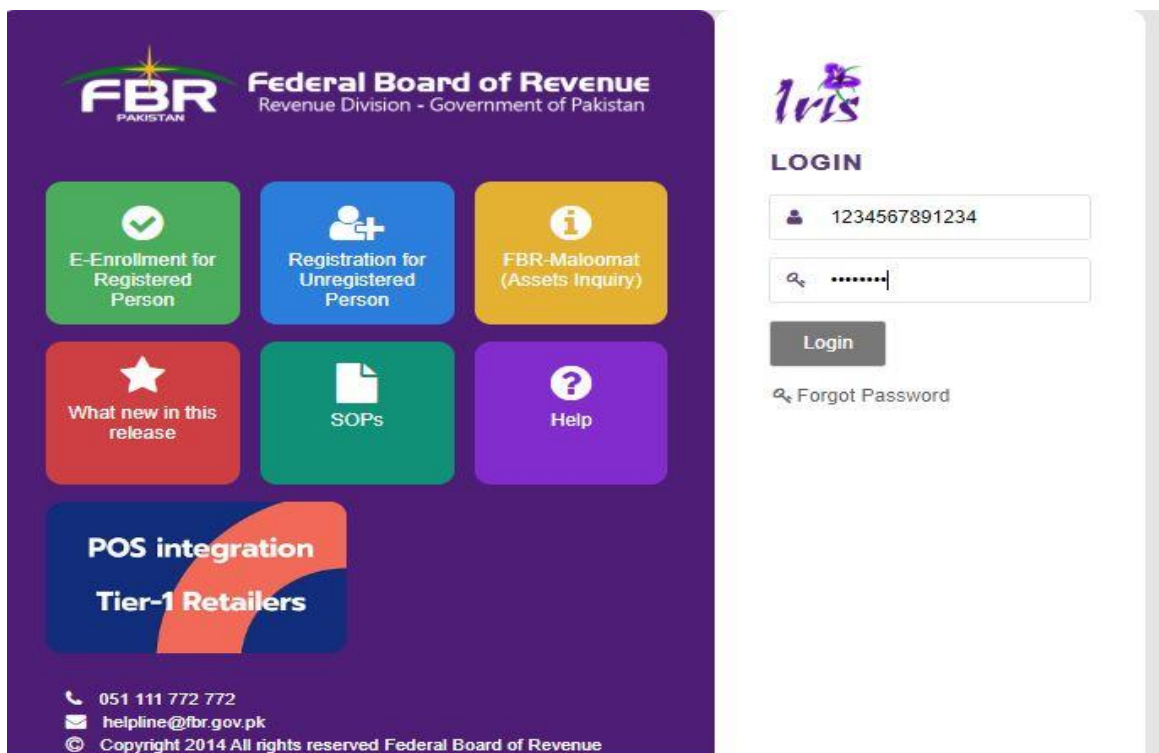
Step-Step Guide for Registration as Builder & Developer

Not Registered

Please go to https://iris.fbr.gov.pk/public/txplogin.xhtml and Click "Registration for Unregistered Person".

Already Registered

1. **Please use your Iris login and password to enter in Iris application.**

2. **After logging in, on left upper corner of your window, Click Registration and select Builder / Developer.**

3. Click on tab Builder / Developer on the following window:

4. After clicking on Builder / Developer tab, you will arrive at following screen where you can add detail of your Project by click on + button in right side of corner of your screen.

5. **Please add detail of your project in the following screen. Information for Annexure-B is optional. To add the location of the project, please click on search button against Project Location.**

6. **After adding detail of the property, click OK to continue.**

7. **Click NEXT on the following screen:**

8. In Annex-C, please add the information about the seller. If you have no information to enter, please click on Next.

9. Click Next and you will find following screen to enter information about Money Invested and Land Invested.

10.   Add detail of **Money Invested** by clicking at **+**

Bank Account No. *	PK36SCBL1112001123456702
	PK36 SCBL 1112 0011 2345 6702
Amount *	10,000,000.00
Date of Deposit *	01-Jun-2020

Ok   Cancel

11. Add detail of Land Invested by clicking at **+**

Land Location *	
Owner Registration No *	
Owner Name *	
Date of transfer *	
Value(Amount in pkr) *	

Ok   Cancel

12. To add the Land Location, Click **Search** button and fill the following form.

Address

○ Local ○ Foreign

Type *	Residential Property	Form *	Villa
Measurement Unit	Select	Area	Area
Unit No. *	964	Complex / Street *	People Society
Area / Locality *	Chak Shahzad		
City *	Islamabad Urban	District	Islamabad
Additional Particulars	Additional Particulars		

OK   Close

13. To add the detail, press search icon in front of **Owner Registration No.**

14. **Enter CNIC of the owner and press Search Icon to find from Iris Database, then select the relevant Registration No.**

15. **After Inserting Date of Transfer and Value, click OK**

16. Now add Mandatory document (with *) and other documents

Document Type	File Upload
Transfer deed of land	+
FBR Rates	+
Certificate of registration	+
Approval document of project	+
Certificate by NESPAK/Approving authority under rule 4 of Eleventh schedule	+

17. To attach a document, click + against each category of document.

18. After adding all documents, click Finish.

Document Type	File Upload
Transfer deed of land	+
FBR Rates	+
Certificate of registration	+
Approval document of project	+
Certificate by NESPAK/Approving authority under rule 4 of Eleventh schedule	+

19. Print Template

Project(s) of Builders / Developers:

Project 1

Project Nature :	New Project	**Project Type :**	Construction
Registration No. :	8885801	**Date of Registration with SECP / ROP:**	03-Mar-2006
Name:	RTO GUJRANWALA-58 COMPANY		
Total Estimate Cost:		**Percentage of Completion (in case of existing projects):**	null %
Approved By NAPHDA / EHSASS Program:	No	**Total Cost Inccured till last day of Tax Year 2019:**	
Project Location:	Unit 1, Street 1, G 13 / 4, Islamabad		
Value:		**Transfer Date :**	
Registration Status:	This project has been temporarily registered. Registration will come into effect upon submission of requisite documents and verification of antecedents by the Commissioner.		

New Project 2

Project Nature :	Existing Project	**Project Type :**	Construction
Registration No. :	8885801	**Date of Registration with SECP / ROP:**	03-Mar-2006
Name:	RTO GUJRANWALA-58 COMPANY		
Total Estimate Cost:	10,000,000.00	**Percentage of Completion (in case of existing projects):**	43 %
Approved By NAPHDA / EHSASS Program:	Yes	**Total Cost Inccured till last day of Tax Year 2019:**	2,000,000.00
Project Location:	Unit 4, Street 3, H 31/ 4, Islamabad		
Value:		**Transfer Date :**	
Registration Status:	Registered		