

Construction finance document checklist

For builders and developers raising construction finance for a real estate project. Every bank, NBFC and financial institution has its own list, so treat this as a starting point and bring what applies to your project.

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01 Promoter and company (KYC)

- ☐ PAN and Aadhaar of all promoters, directors or partners
- ☐ Company PAN, incorporation certificate, MoA and AoA, or partnership deed
Whichever applies to your constitution.
- ☐ Board resolution authorising the borrowing
For companies; firms and LLPs give an equivalent authority.
- ☐ GST registration certificate and office address proof
- ☐ Net-worth statements of promoters and guarantors
Some lenders ask for these to be CA-certified.

02 Financials and existing borrowings

- ☐ Audited financial statements for the last 3 years
- ☐ Income tax returns of the company and promoters for 3 years
- ☐ Provisional financials for the current year
- ☐ Recent bank statements for all business accounts
- ☐ List of existing loans with sanction letters and repayment record
Include group-company and other project borrowings.

03 Land and title

- ☐ Title deeds and the full chain of ownership documents
- ☐ Title search report and title certificate from an advocate
The lender's empanelled advocate usually does its own search as well.
- ☐ 7/12 extract or Property Card for the land
- ☐ Registered development agreement or JDA, with power of attorney
Where the land belongs to a landowner or housing society.
- ☐ Details of any existing mortgage or charge on the land

04 Approvals and MahaRERA

- ☐ Approved layout and building plans
- ☐ IOD and Commencement Certificate (CC), or building permission
IOD and CC in Greater Mumbai; building permission under the unified regulations elsewhere.
- ☐ Environmental clearance, where applicable
Generally needed only for larger projects above set built-up area limits.
- ☐ MahaRERA registration certificate
Projects on up to 500 sq m of land or up to 8 apartments are exempt.
- ☐ Details of the three RERA bank accounts under Order 56/2024
Collection, separate (70%) and transaction accounts, in one scheduled bank.
- ☐ Latest Form 1, Form 2 and Form 3 certificates
From the architect, engineer and CA, for withdrawals from the separate account.

05 Project report and sales

- ☐ Project report with cost, means of finance and cash-flow projections
- ☐ Architect's or engineer's cost estimate and construction schedule
- ☐ Proof of promoter contribution already brought in
Land cost, approval costs and equity infused, often with a CA certificate.
- ☐ Sales and inventory status: units sold, booked and unsold
- ☐ Collections received and receivables still due from buyers
- ☐ Specimen allotment letter and agreement for sale

06 Contracts, insurance and track record

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| ☐ Contractor and major supplier agreements or work orders |
| ☐ Contractor's All Risk (CAR) or other project insurance policy |
| ☐ List of completed and ongoing projects, with OCs received
Show actual delivery dates against the dates promised. |
| ☐ Company profile and promoters' experience |

GOOD TO KNOW

- Keep self-attested copies of every document, and originals ready for the lender's verification.
- KYC and financial documents are usually needed for every promoter, co-borrower and guarantor.
- Under RBI rules, a loan can be sanctioned earlier, but it is disbursed only after the required approvals are in place.
- Lenders may ask for more, such as a valuation report, legal opinion or CERSAI search, depending on the project.
- Lenders' requirements differ by lender, loan size and your profile; they may ask for more or fewer documents. Use this as a starting point and confirm the final list with the lender.

SOURCES

1. [Order No. 56/2024 — RERA designated bank accounts](#) — MahaRERA
2. [The Real Estate \(Regulation and Development\) Act, 2016](#) — MahaRERA (Act text)
3. [Reserve Bank of India \(Commercial Banks – Credit Facilities\) Directions, 2025](#) — Reserve Bank of India
4. [Documents need to be submitted for MSME Loan](#) — Bank of Maharashtra

Last reviewed 5 October 2026.