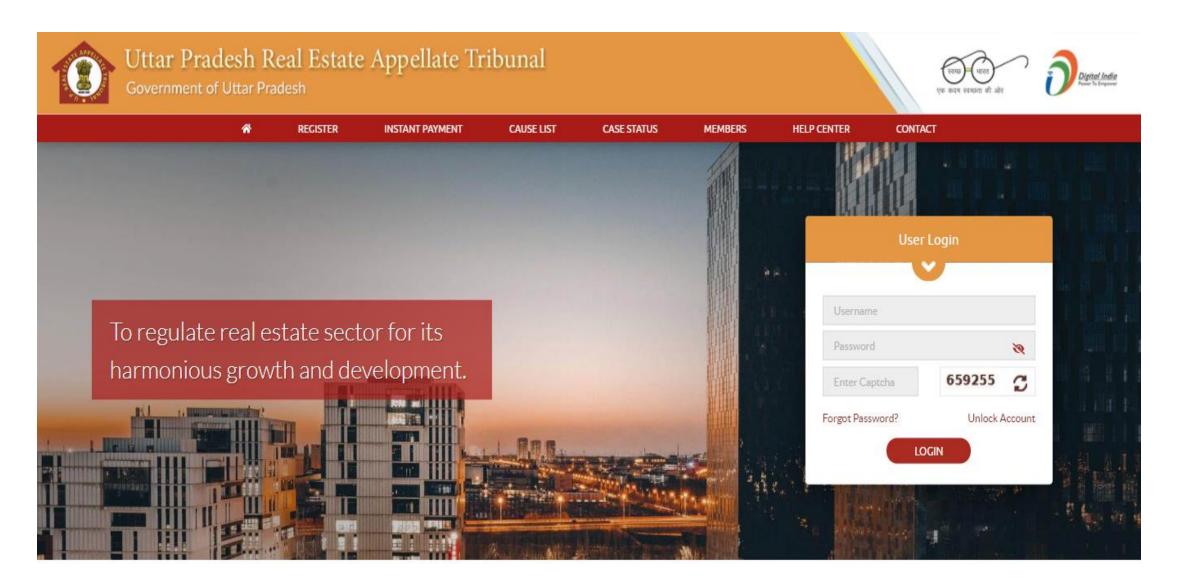
UPREAT e-Filing Software User Manual

Index

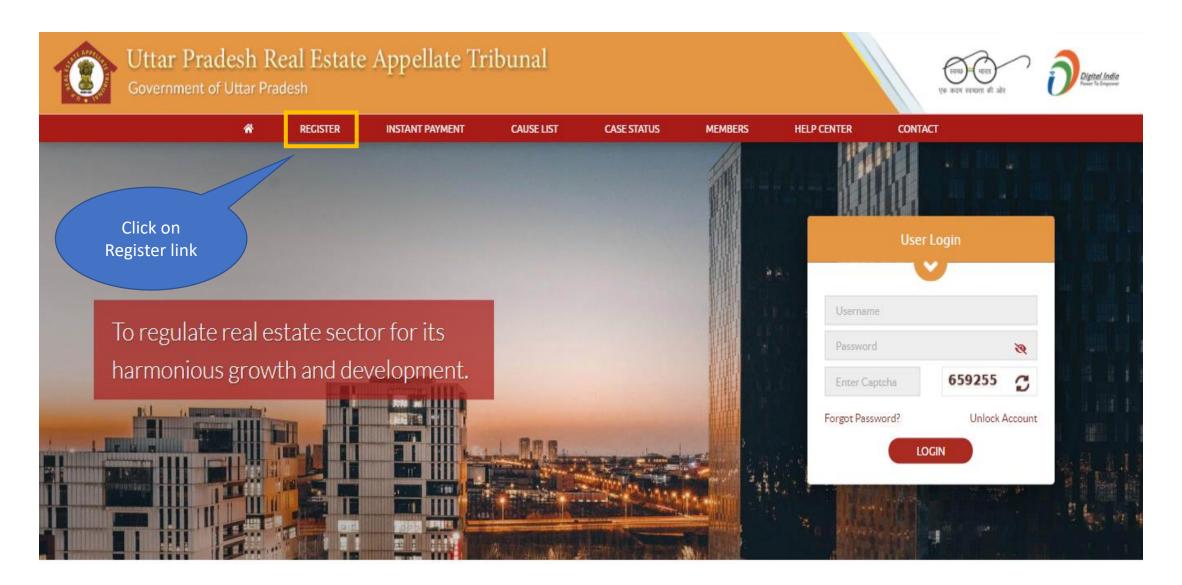
S. No.	Section	Page Number
1.	<u>User Registration</u>	<u>3</u>
2.	User Home Page Navigation	<u>10</u>
3.	Appeal Filing – Applicant/Appellant	<u>23</u>
4.	<u>Application Filing – Applicant/Appellant</u>	<u>37</u>
5.	Additional Document Upload	<u>46</u>
6.	Re-Filing in case of defects raised	<u>55</u>
7.	My Account	<u>61</u>

User Registration

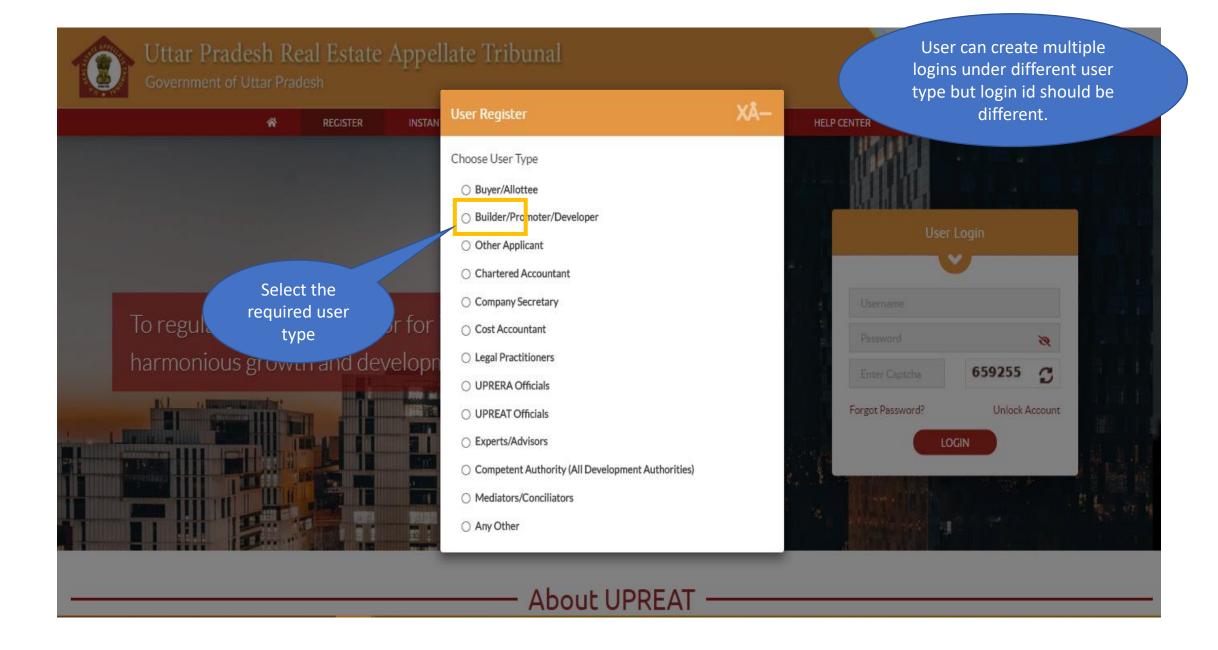
1. Logon to UPREAT e-Filing portal



2. Click on Register link on e-Filing portal



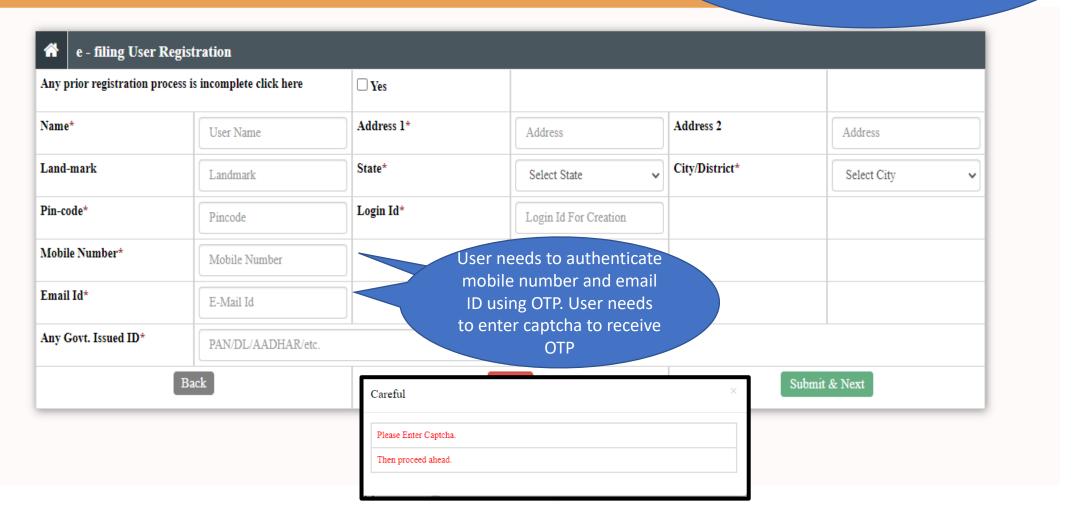
3. Select required user type for registration



4. Fill required user details for creating user ID



Based on user type, government ID is required for e.g. Bar ID for advocates, ICSI number for Company Secretaries, or PAN/DL for other users etc.



5. OTP based authentication of mobile and email id is mandatory



Uttar Pradesh Real Estate Appellate Tribunal

Government of Uttar Pradesh



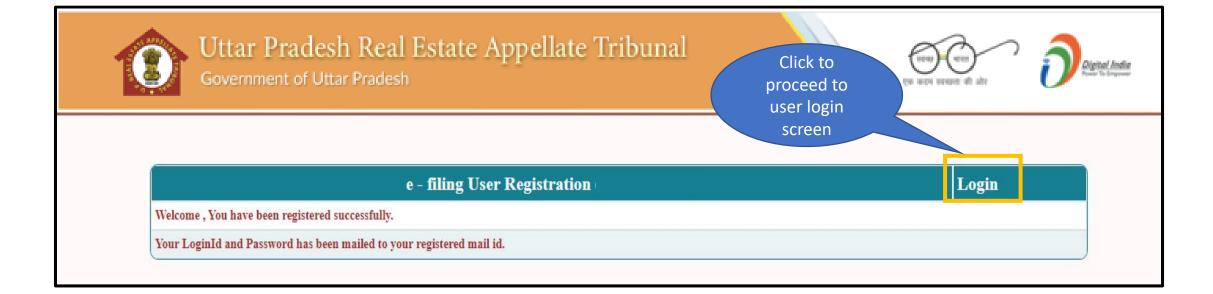


e - filing User Regis	tration					
Any prior registration process is incomplete click here		☐ Yes				
Name*	Ranjha Dev	Address 1*	B 22 Noida Enclave		Address 2	Noida
Land-mark	Landmark	State*	Uttar Pradesh 🗸		City/District*	GAUTAM BUDDHA N 🔻
Pin-code*	Pincode	Login Id*	ranjha		1	
Mobile Number*				✓ Verified		
Email Id*				✓ Verified		
Any Govt. Issued ID*					_	
Back		Reset			Submit & Next	

Click on "Submit & Next" to proceed

6. Upload proof of Unique ID





User Home Page Navigation

7. Enter login details











Click to select UPREAT

9. Agree to Disclaimer







Disclaimer

I have read the contents of the site and the instructions given thereof as regards registration and e-filing of application/appeal/documents before the Uttar Pradesh Real Estate Appellate Tribunal and agree with the same. I hereby declare that the information given in the petition/documents are true and correct to the best of my knowledge. I hereby acknowledge and certify that the attachments/enclosures/appendix made along with the application/appeal/application are true and correct and are valid as per the original documents. I further certify that I have personally gone through all the content of application/appeal myself or through my legal representative as mentioned in Section 56 of the RERA act. and have e-filed the same. I understand that any misrepresentation, falsification or omission of information in the application/appeal/application or any document used for registration shall be a valid ground for rejection of the application/appeal apart from any other penalty for perjury. I further agreed to submit copies of application at the concerned bench of UPREAT as required /agreed to pay printing charges for copies of application/appeal in addition to prescribed court fee.

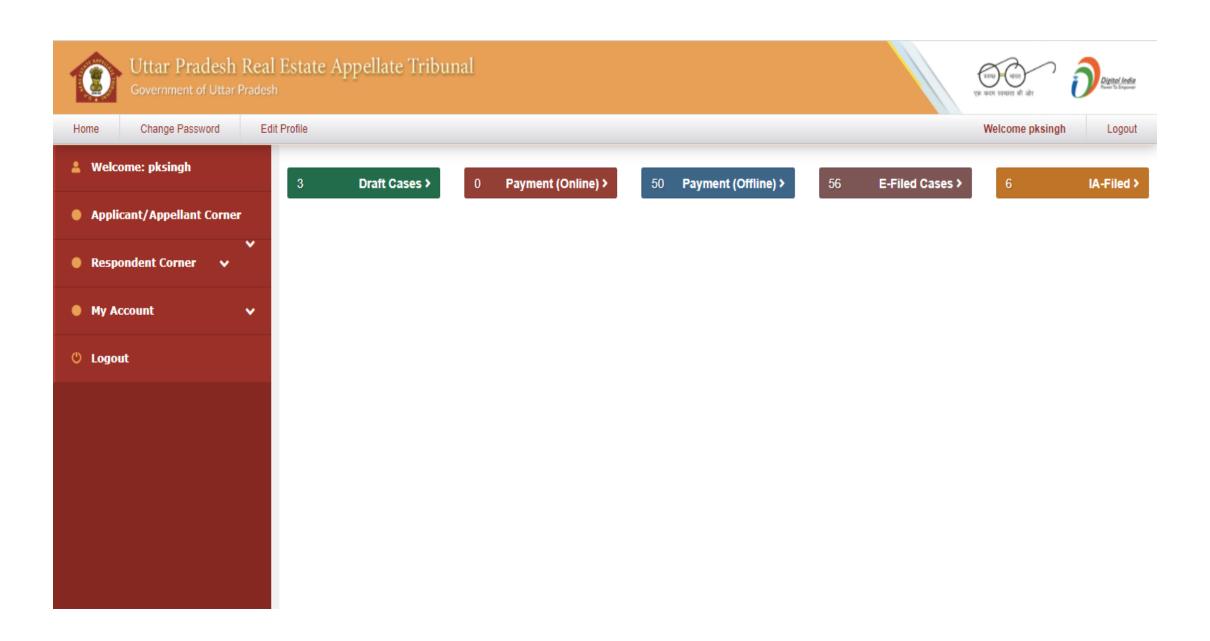
☑ Cl ck to Agree

Click to Agree and Continue

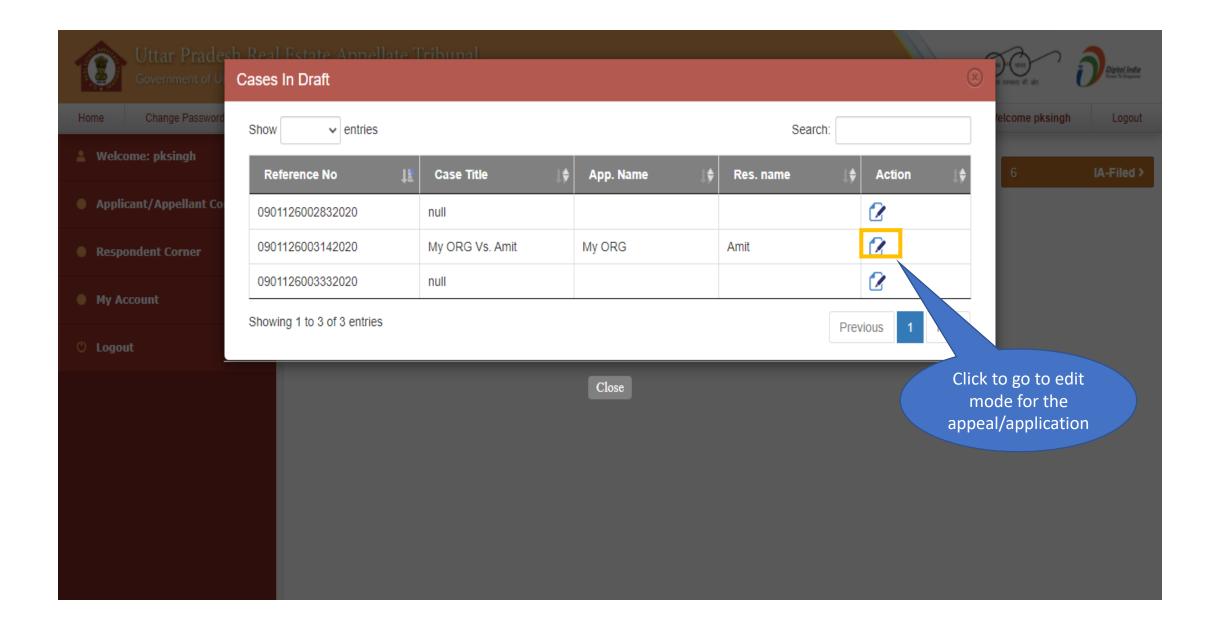
Close

ontinue

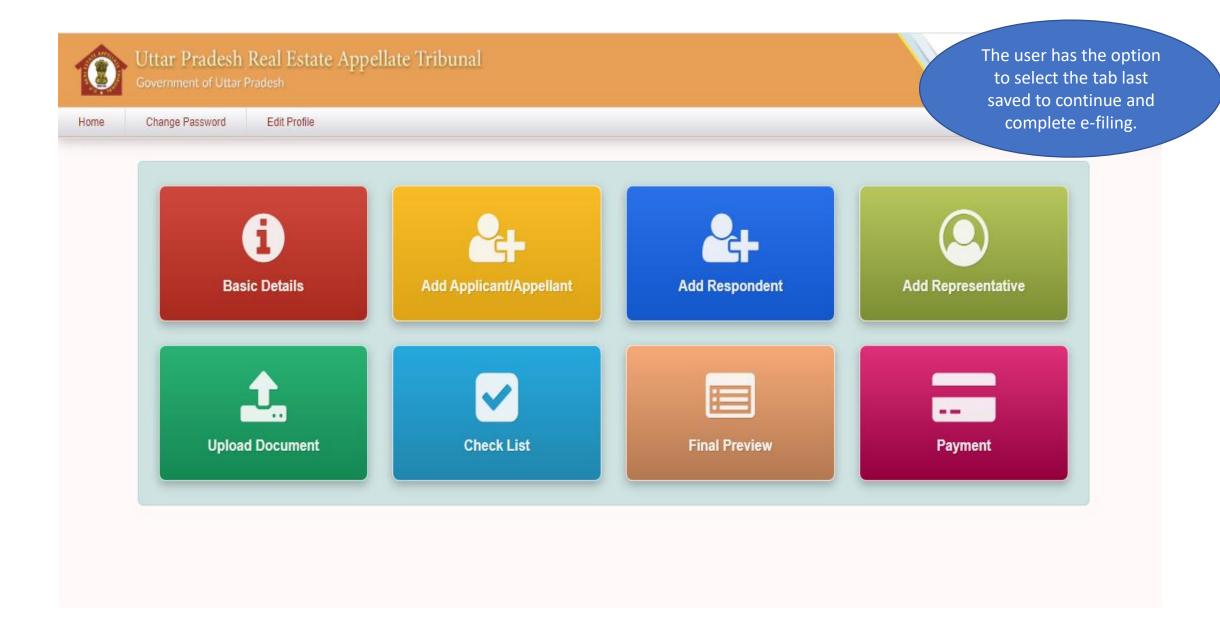
10. User Home Page Dashboard



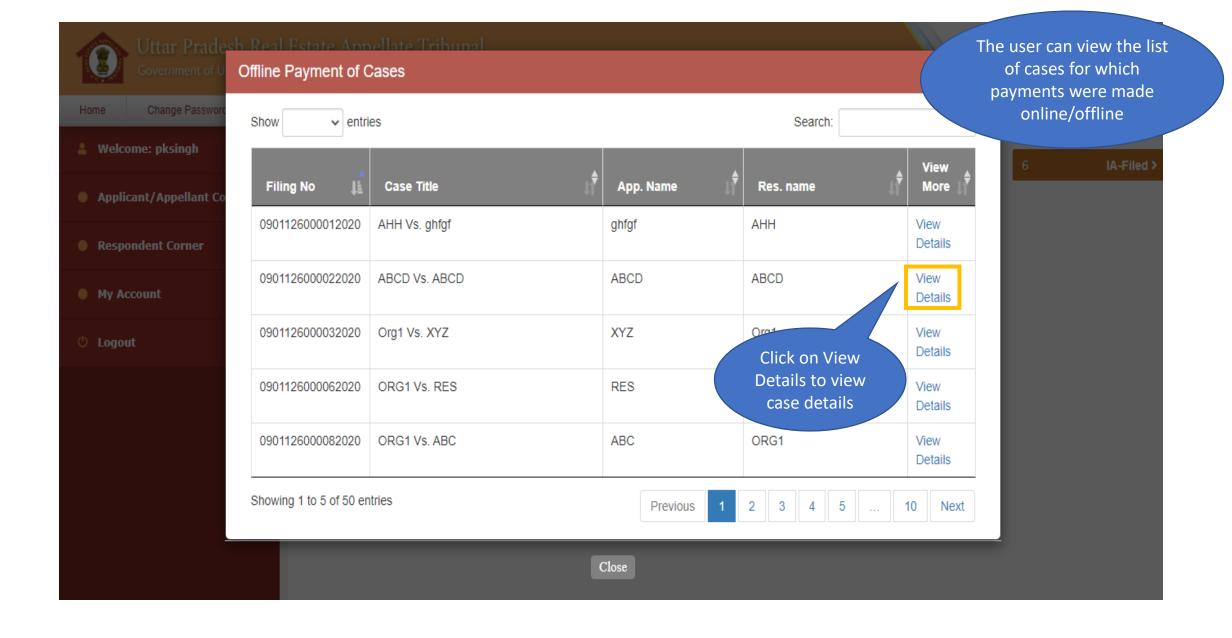
11. Draft Cases – Click on draft cases link on dashboard



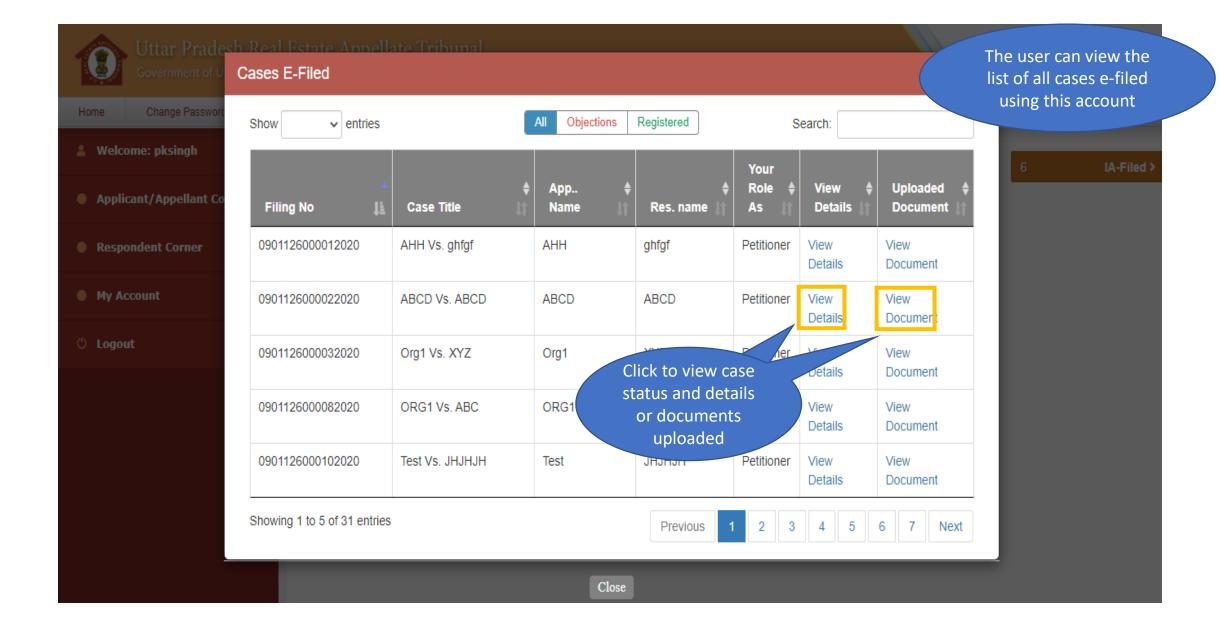
12. Draft Cases – Click on draft cases link on dashboard



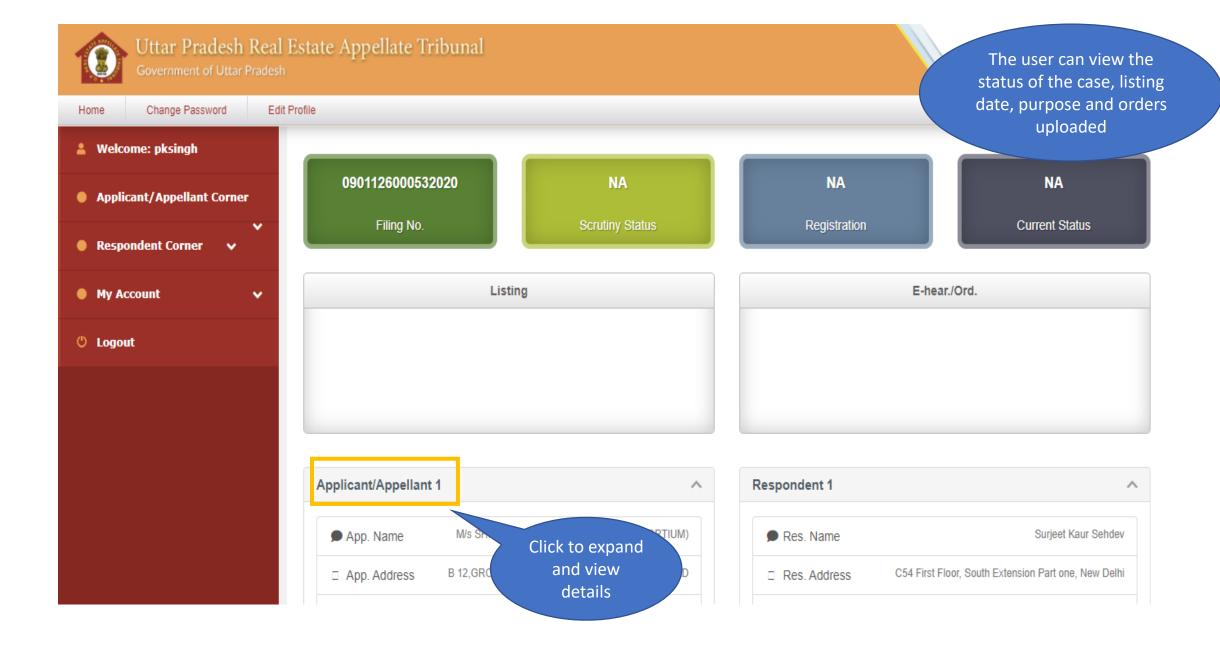
13. Online/Offline Filed Cases - Click on Offline/Online Payment link on Dashboard



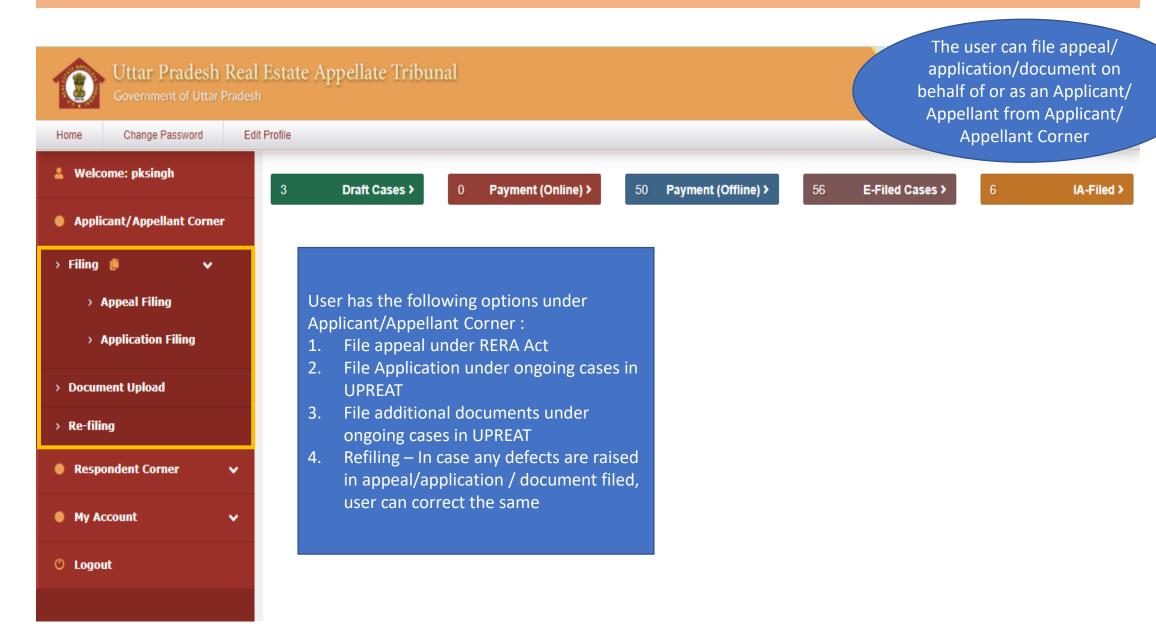
14. E-Filed Cases – Click on E-Filed cases link on Dashboard



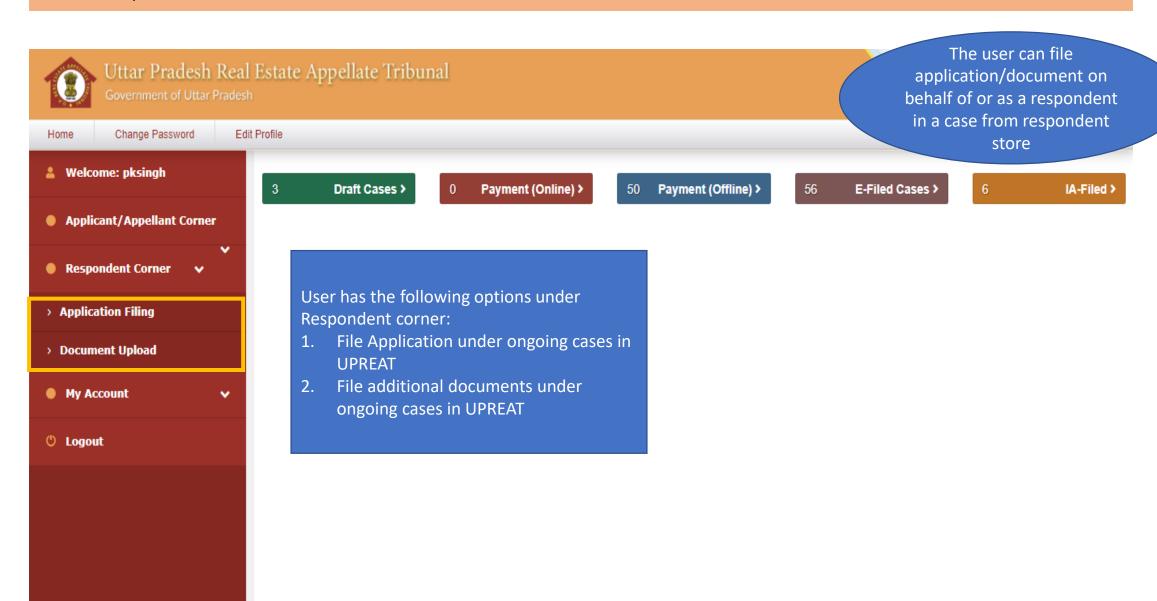
15. Online/Offline Filed Cases – View Case Status



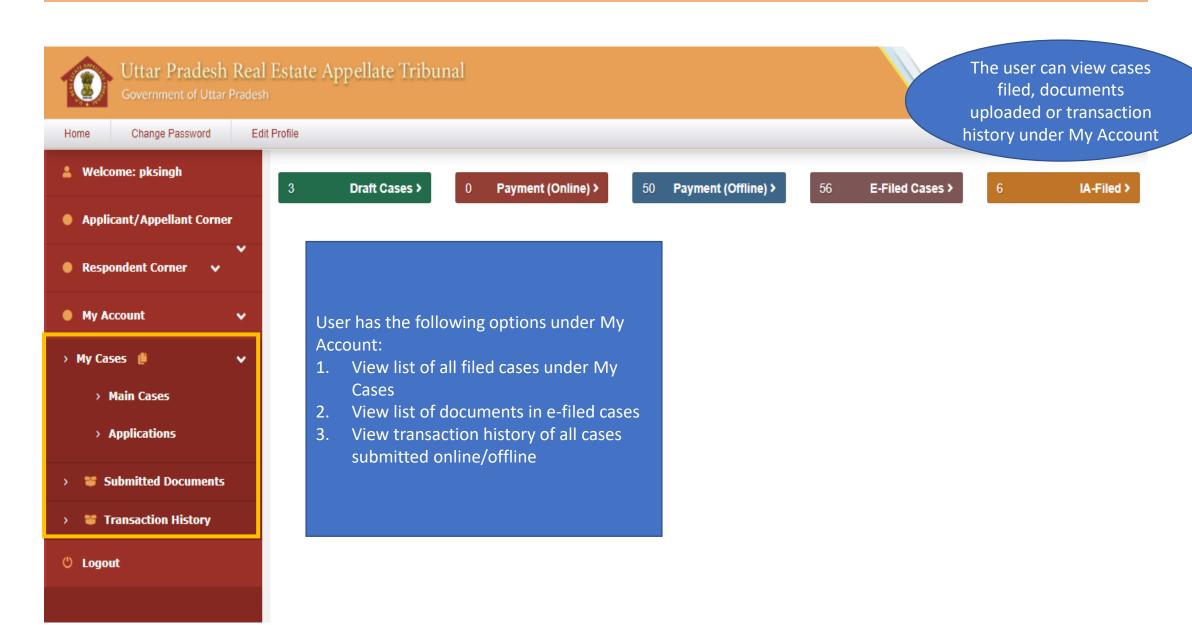
16. Applicant/Appellant Corner



17. Respondent Corner



18. My Account



Appeal Filing – Applicant/Appellant

19. Applicant/Appellant Corner – Appeal Filing

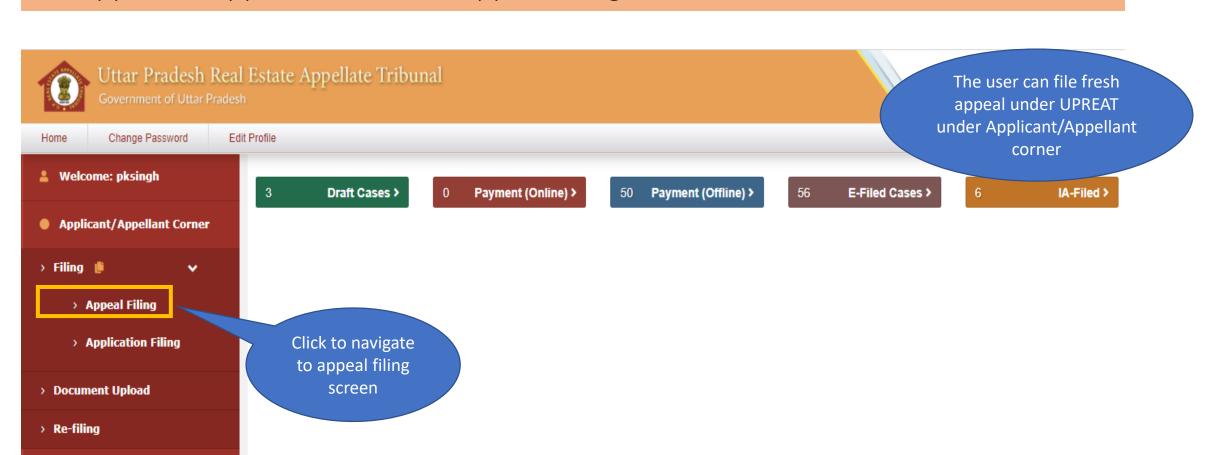
Respondent Corner

My Account

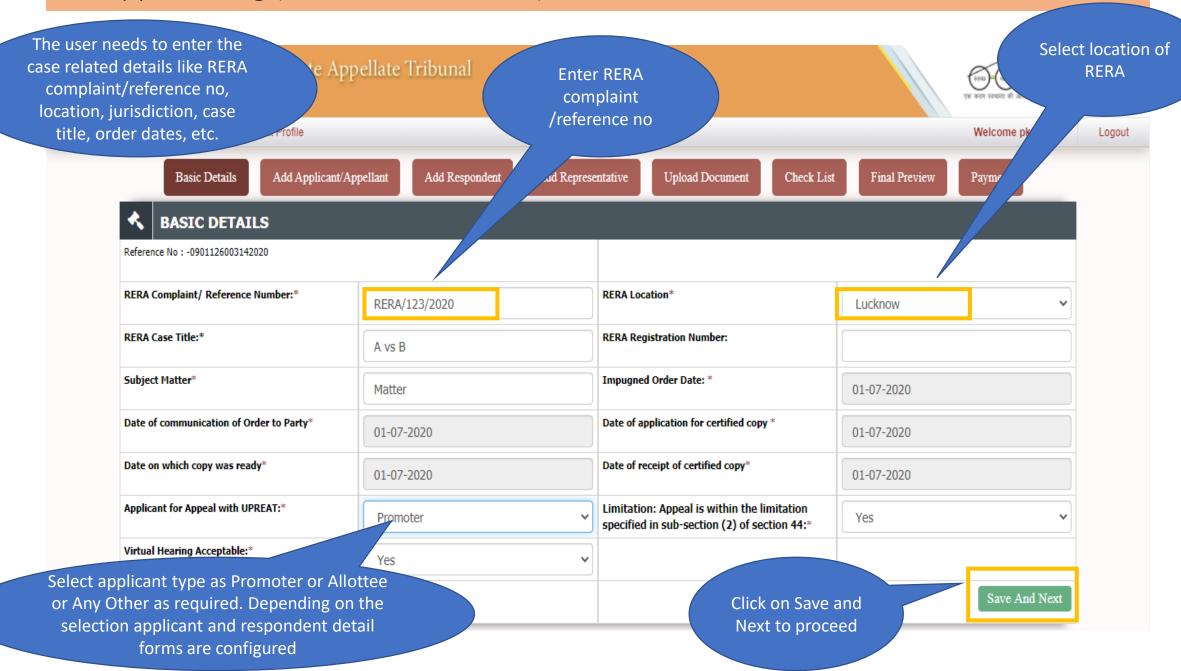
U Logout

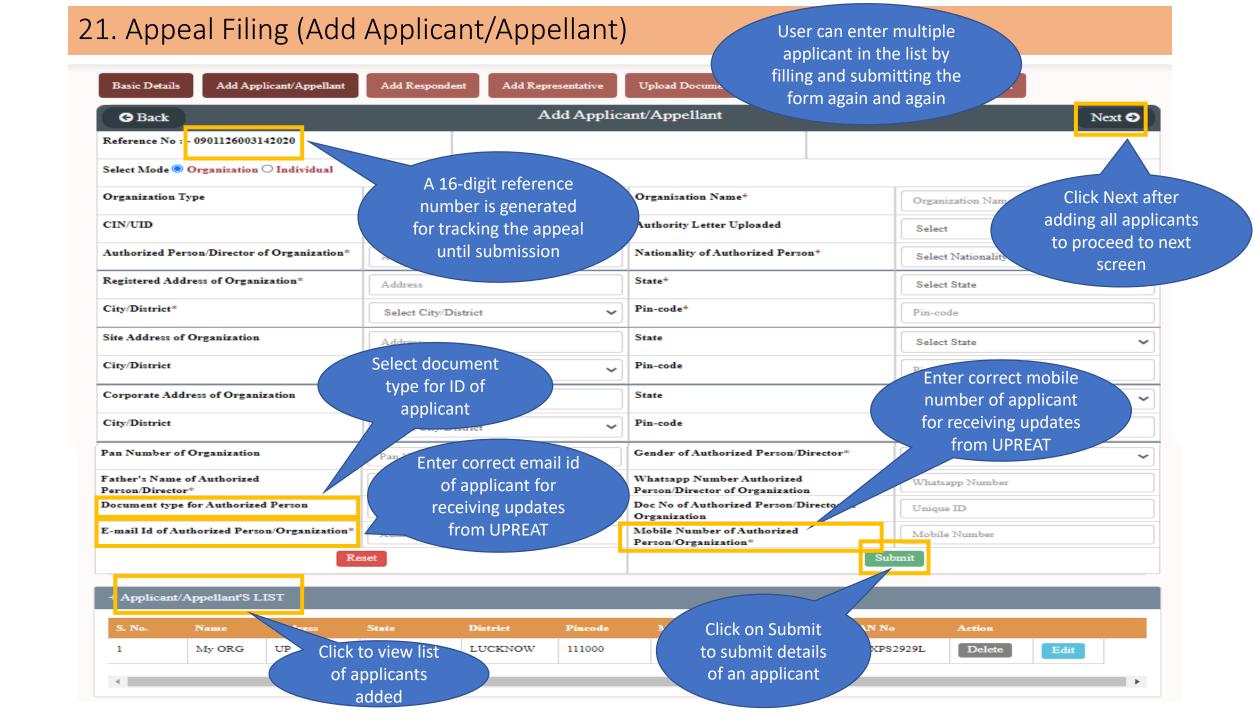
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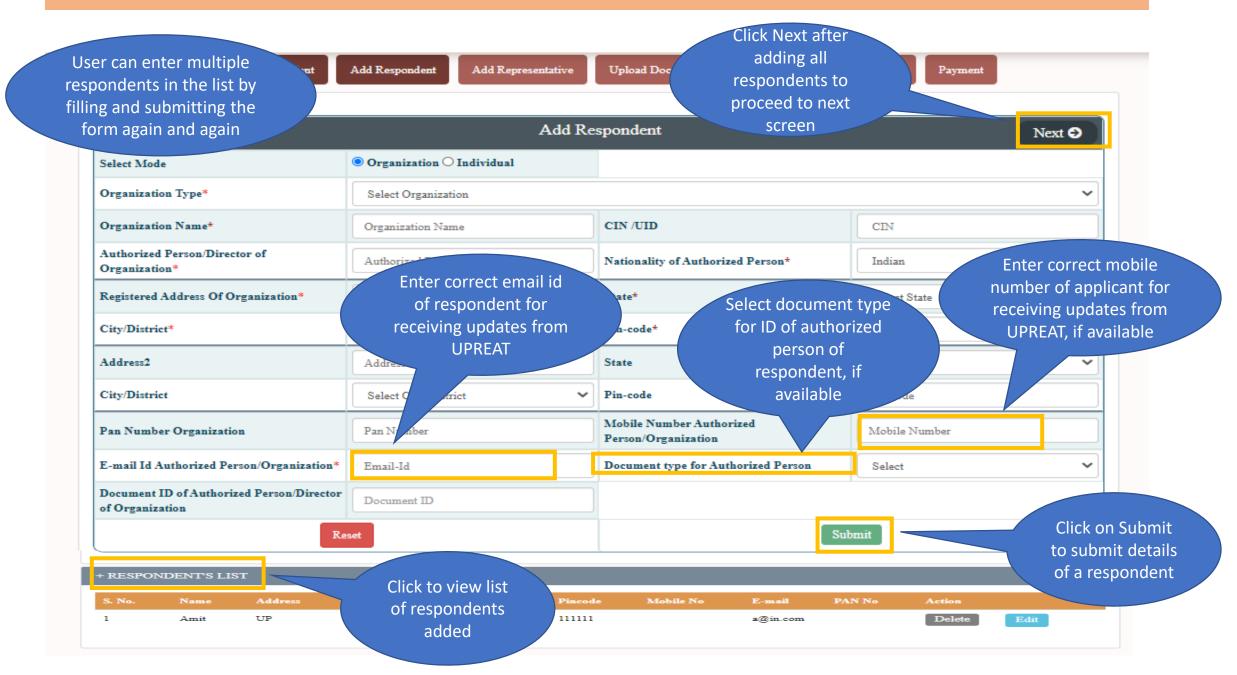


20. Appeal Filing (Basic Details Screen)

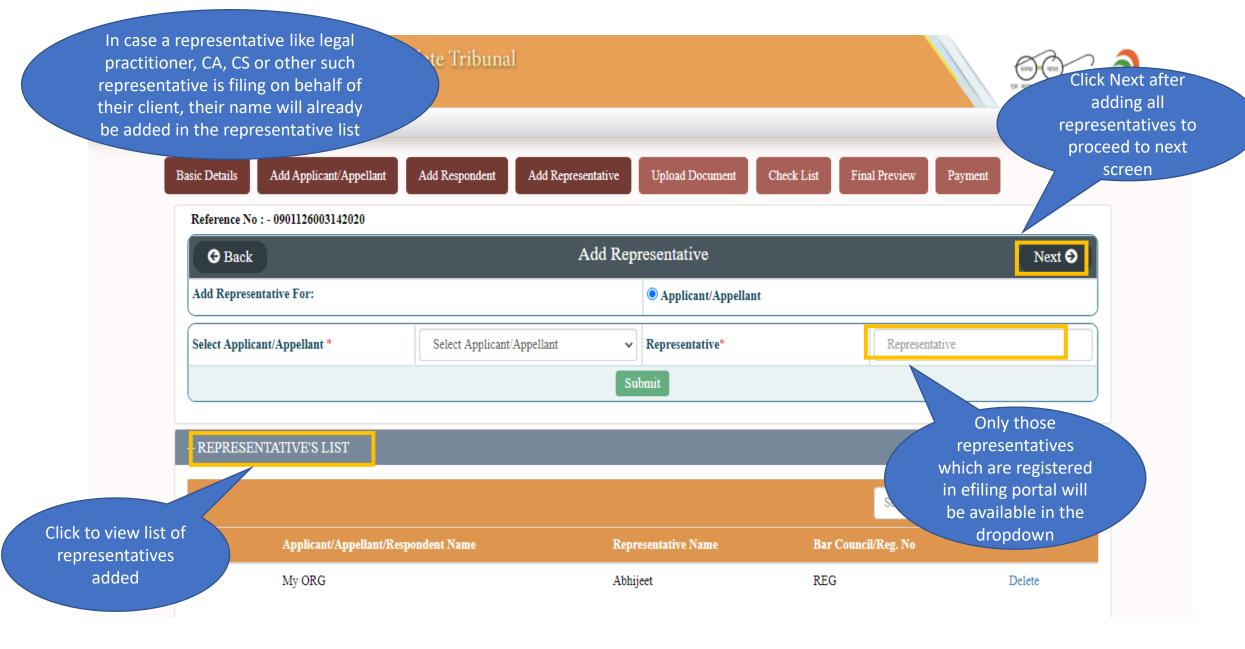




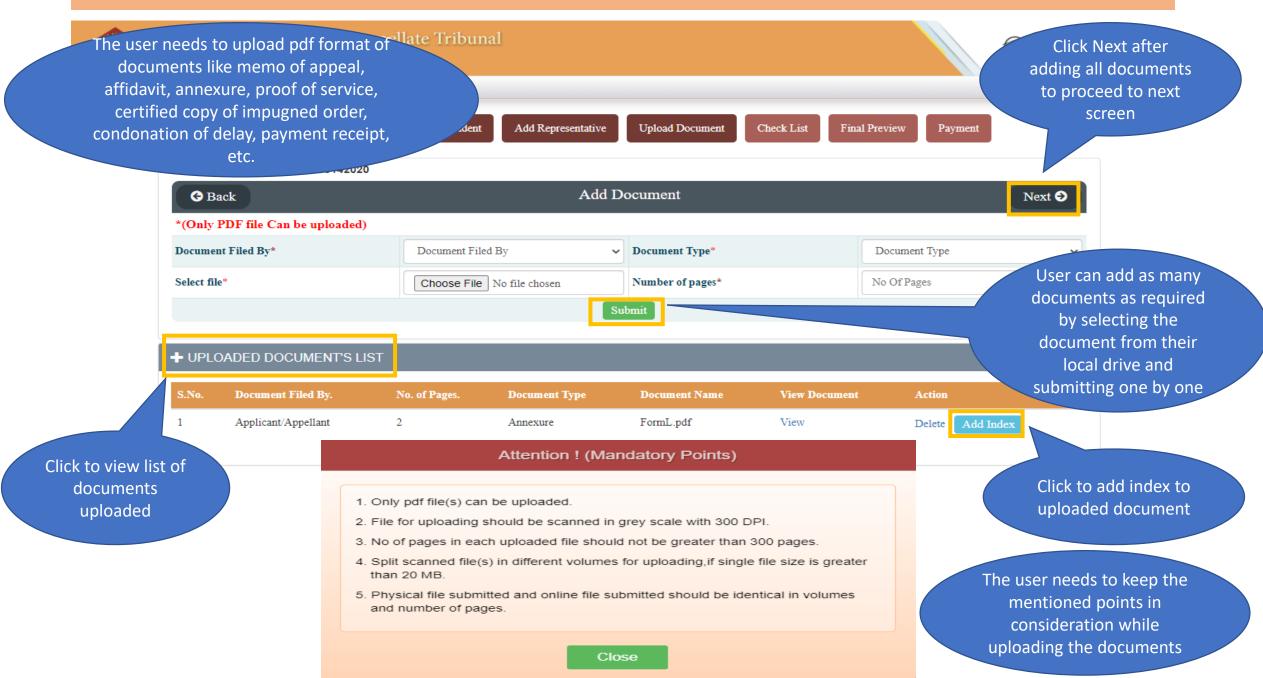
22. Appeal Filing (Add Respondent)



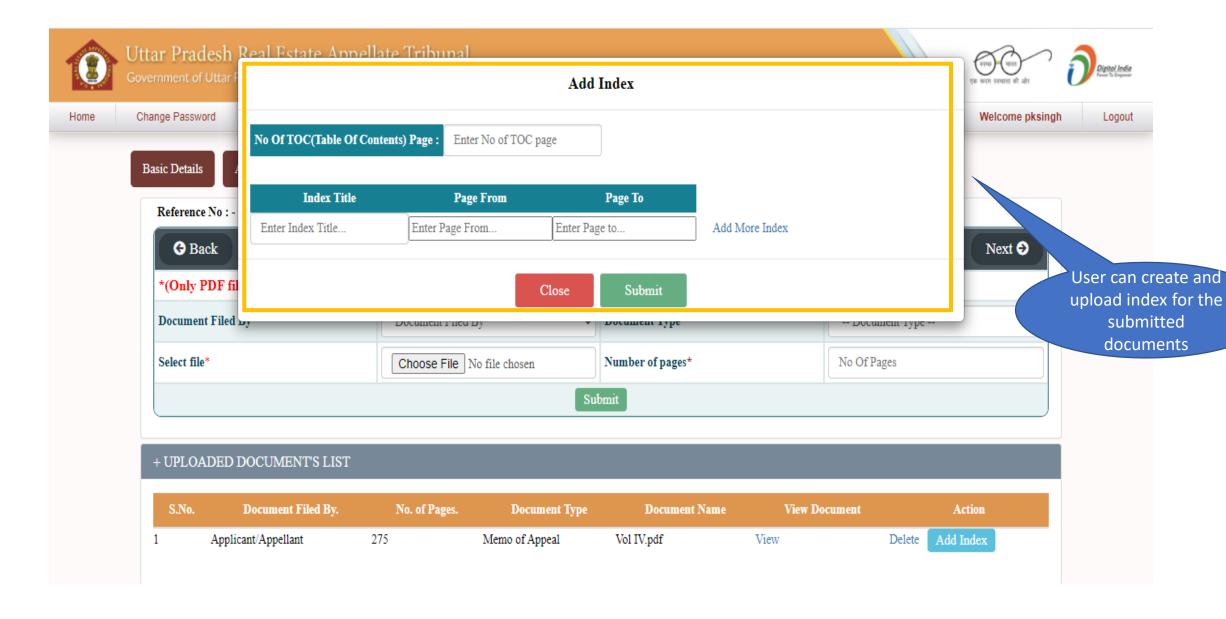
23. Appeal Filing (Add Representative)



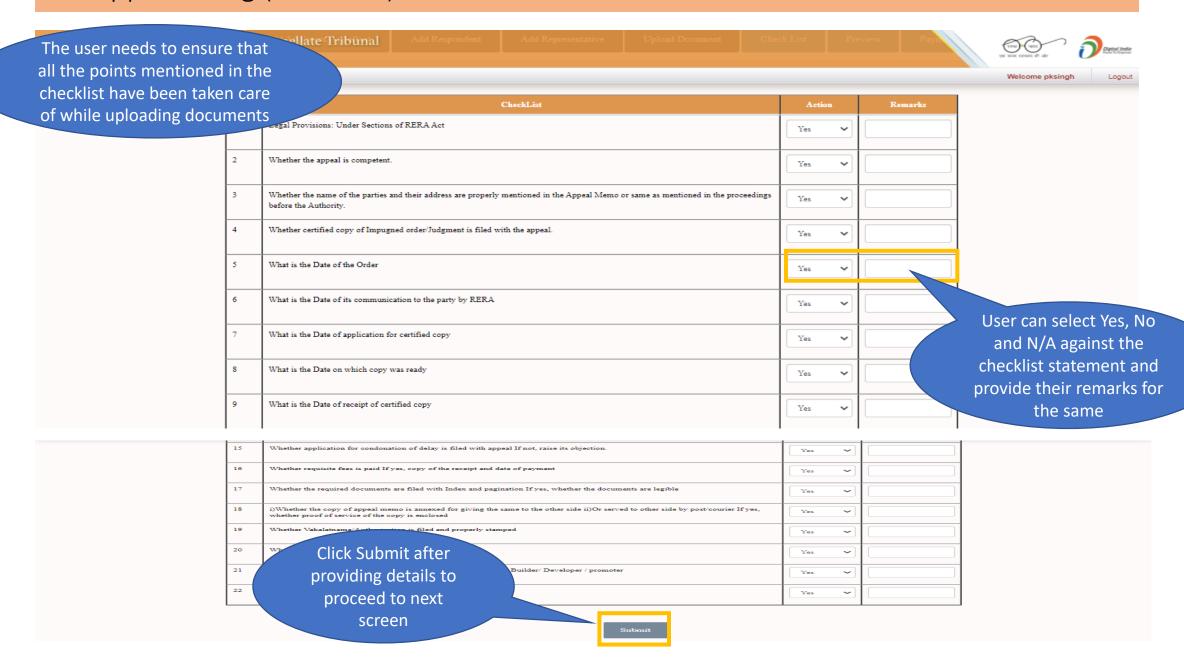
24. Appeal Filing (Upload Document)



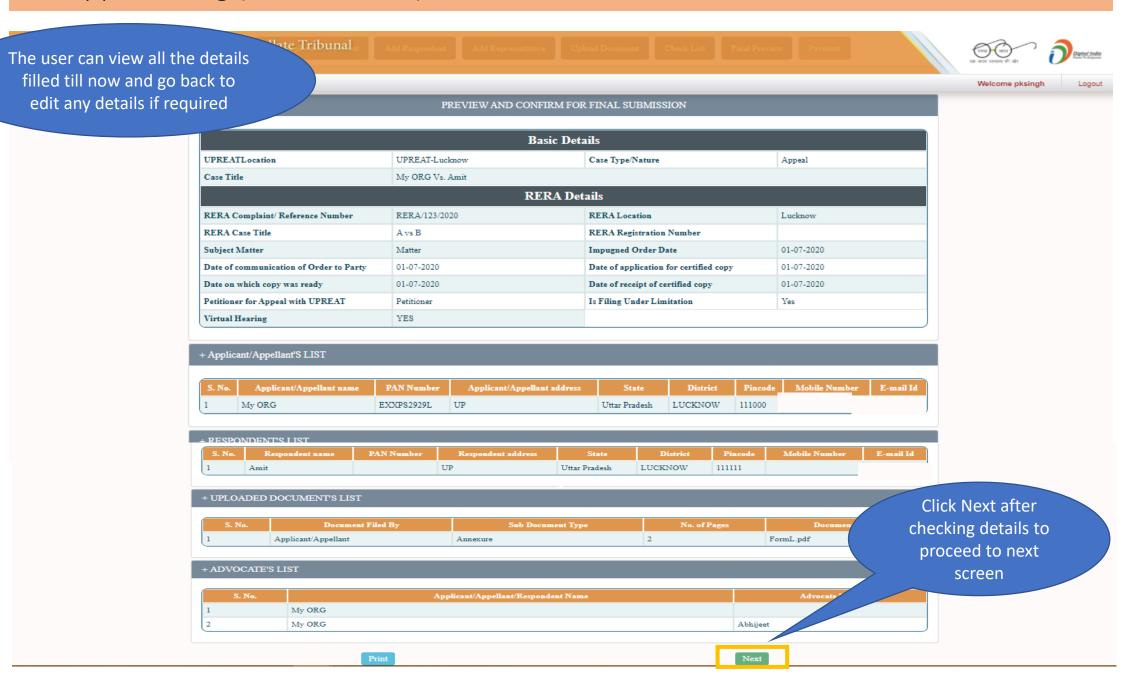
25. Appeal Filing (Add Index)



26. Appeal Filing (Checklist)



27. Appeal Filing (Final Preview)

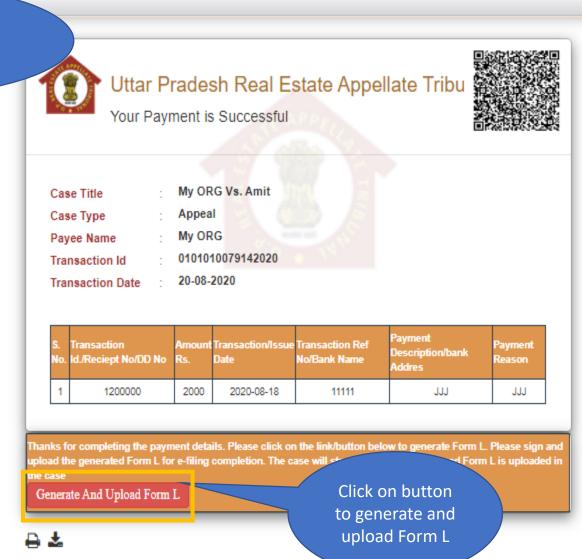


28. Appeal Filing (Payment Details)

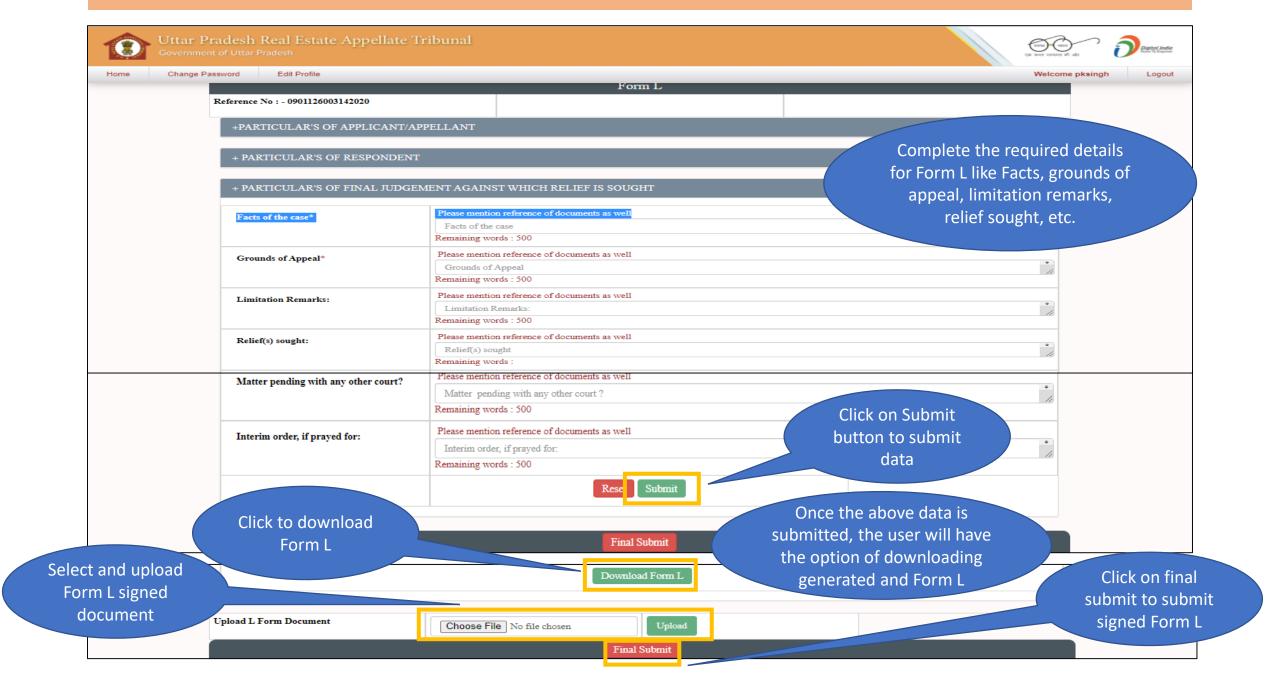
The user needs to provide fees details paid for filing, payment under 43(5) or any misc Welcome pkeingh payments Upload Document Basic Details Add Applicant/Appellant Check List Final Preview Payment Add Respondent Add Representative Entries For Filing fees Select Mode ©SBI e-pay ○DD Transaction Id. Amount Rs.* Transaction Id dd/mm/yyyy Transaction Ref No Transaction Ref No Transacti ent Description Payment Description Payment Reason Payment Reason Save Filing Fees The user need to fill details ad click on the mentioned Entries For Payment Under 43(5) If Applicable button to submit details. The Select Mode ©SBI e-pay ○DD The user has the user can enter multiple option of selecting Transaction Id. Amount Rs. payment details by SBI e-pay or DD as Transaction Ref No Transaction Date dd/mm/yyyy Transaction Rg submitting them one by one mode of payment Payment Description Payment Description Payment Reason completed Save Payment Under 43(5) Misc Payment ®SBI e-pay ○DD Select Mode Amount Rs. Transaction Id. Transaction Id. Amou saction Ref No Transaction Date dd/mm/yyyy Transaction Ref No Payment Reason Payment Reason Payment Description Payment Description Click on Final Submit Save Misc Payment to final submit the payment details After Completing All Above Mentioned Fees Details Please Click Button Final Submit

29. Appeal Filing (Payment Details Confirmation)

The user gets payment details receipt and the mandatory option to upload Form L



30. Appeal Filing (Generate and Upload Form L)



31. Appeal Filing (Receipt Generation)



The user should note the 16 digit generated filing no for 0101010079142020 further correspondence with tribunal 0901126/ 00066/ 2020

S. No.	Transaction ld./Reciept No/DD No	The second second	tTransaction/Issue Date	Transaction Ref No/Bank Name	Payment Description/bank Addres	Payment Reason
1	1200000	2000	2020-08-18	11111	JJJ	JJJ

My ORG Vs. Amit

Appeal

My ORG

20-08-2020

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Case Title Case Type

Payee Name

Filing No

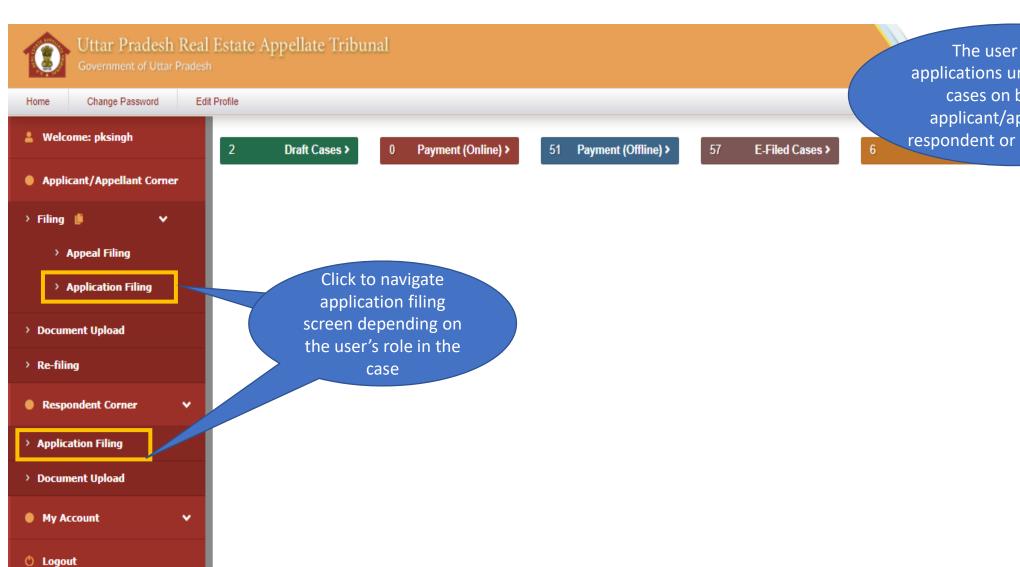
Transaction Id

Transaction Date

The user has the option of downloading and printing the receipt

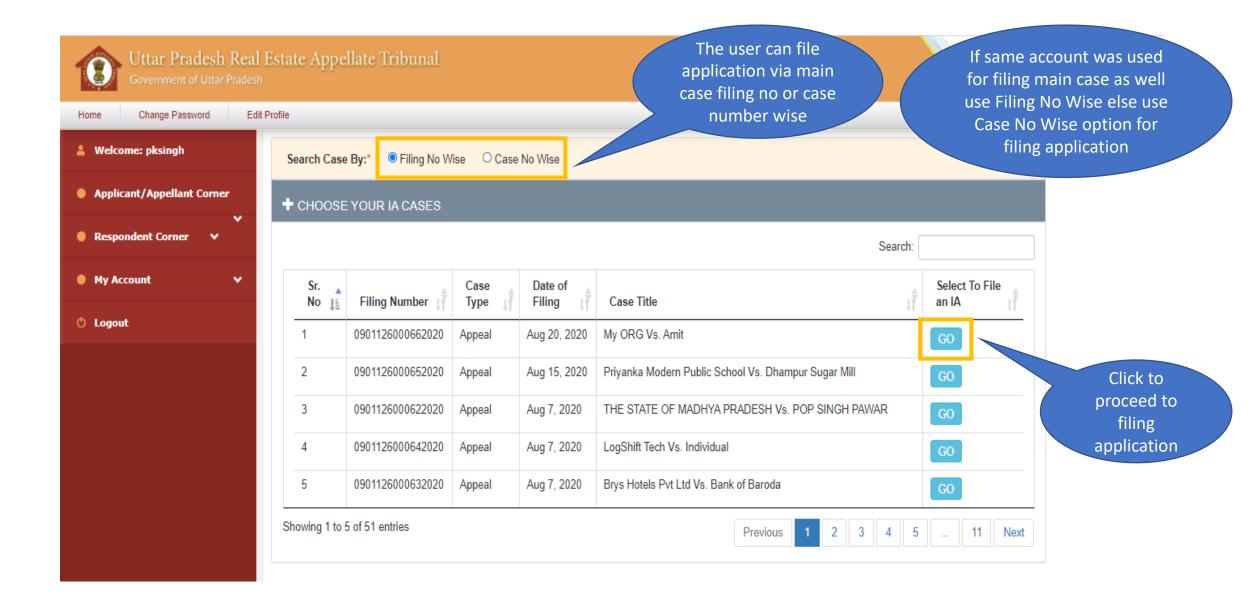
Application Filing – Applicant/Appellant

32. Application Filing

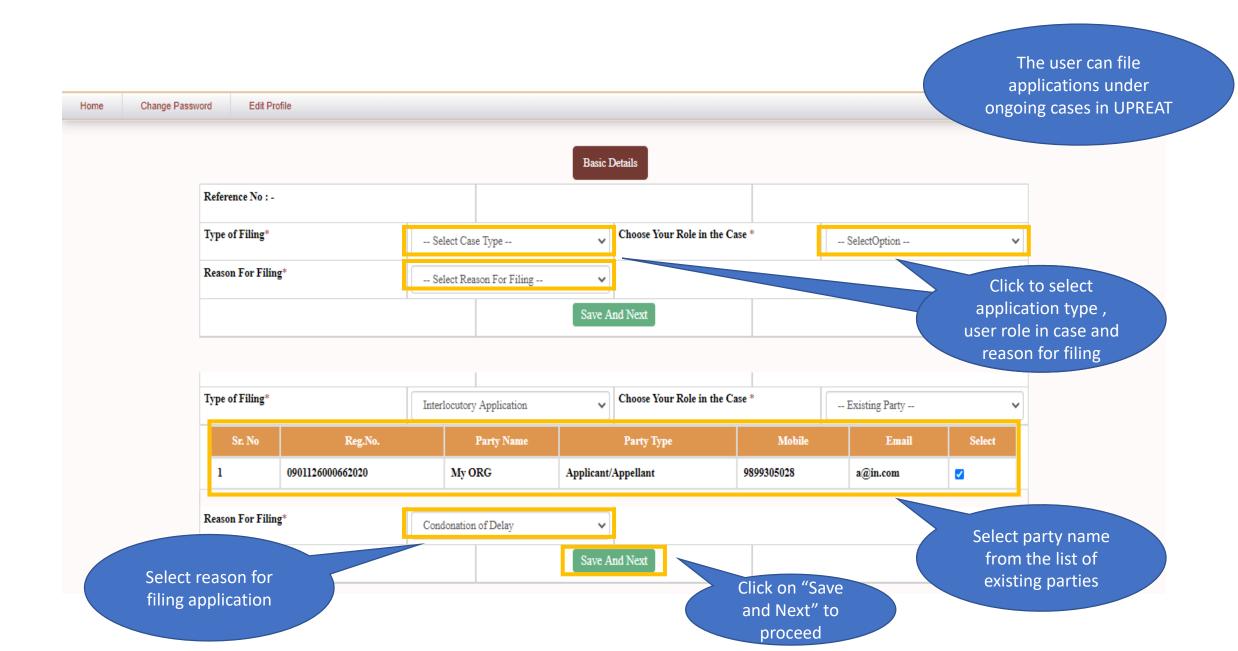


The user can file applications under ongoing cases on behalf of applicant/appellant or respondent or as third party

33. Application Filing – Using Main Case Filing Number



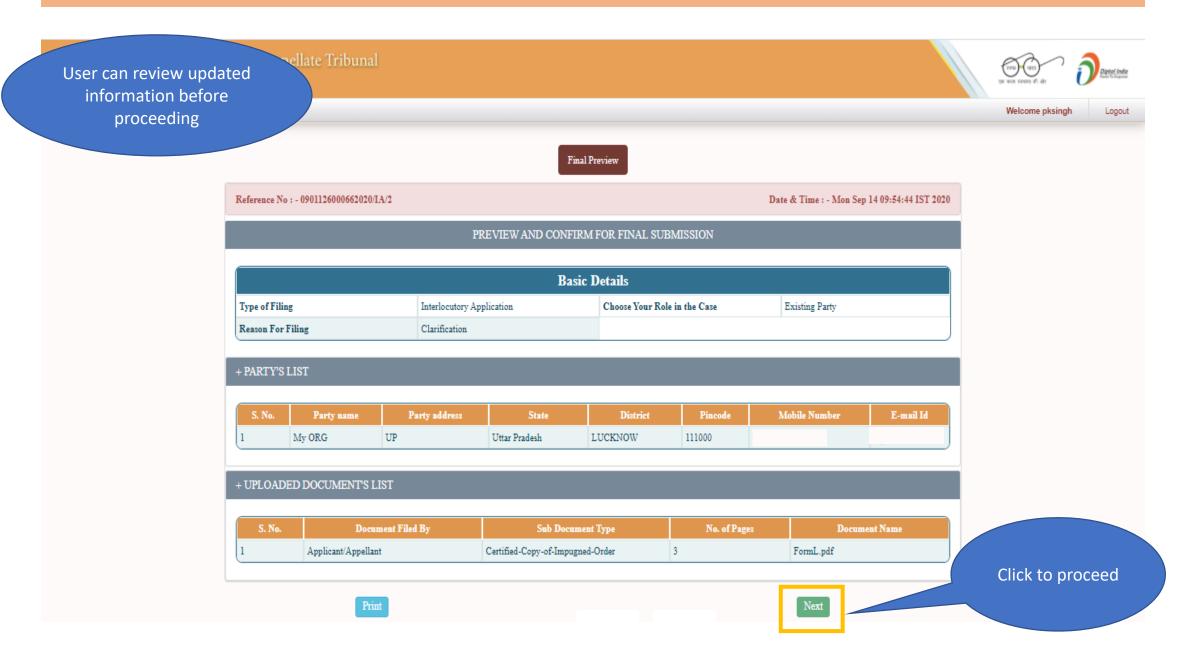
34. Application Filing (Basic Details)



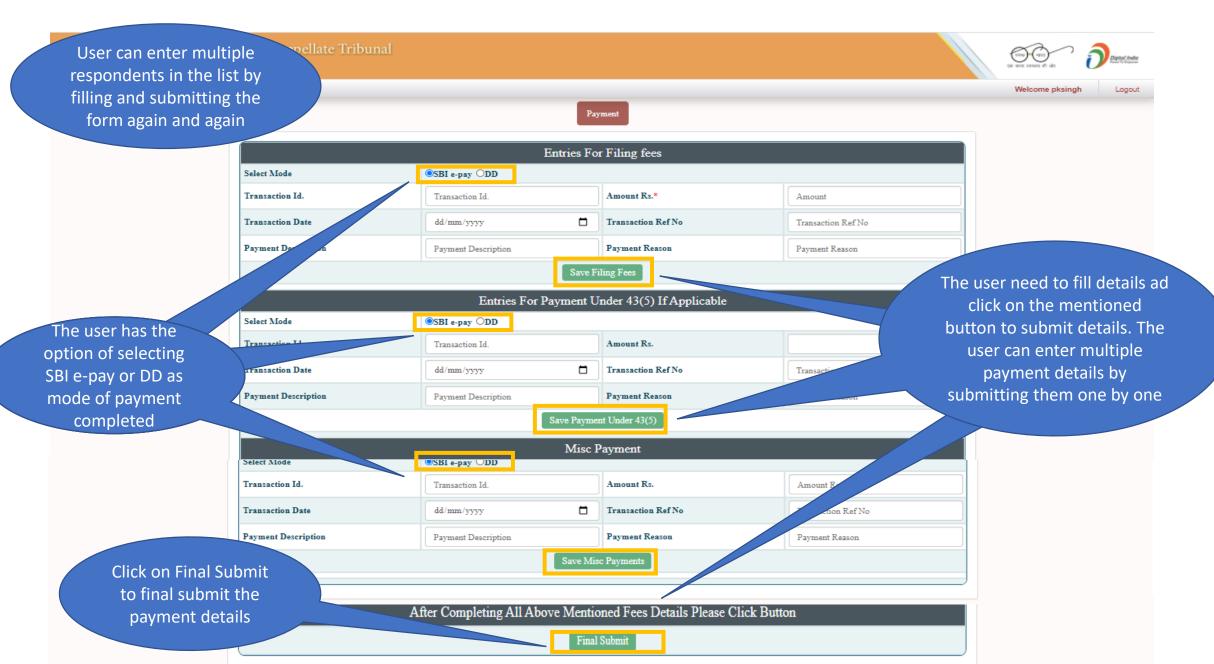
35. Application Filing (Upload Document)



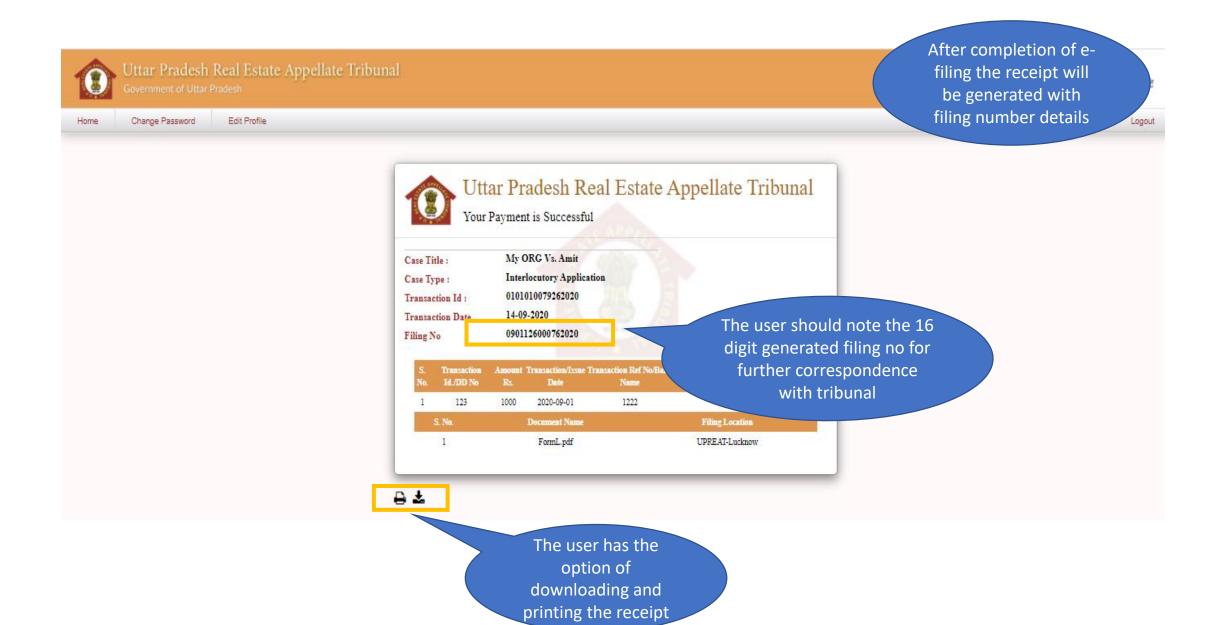
36. Application Filing (Final Preview)



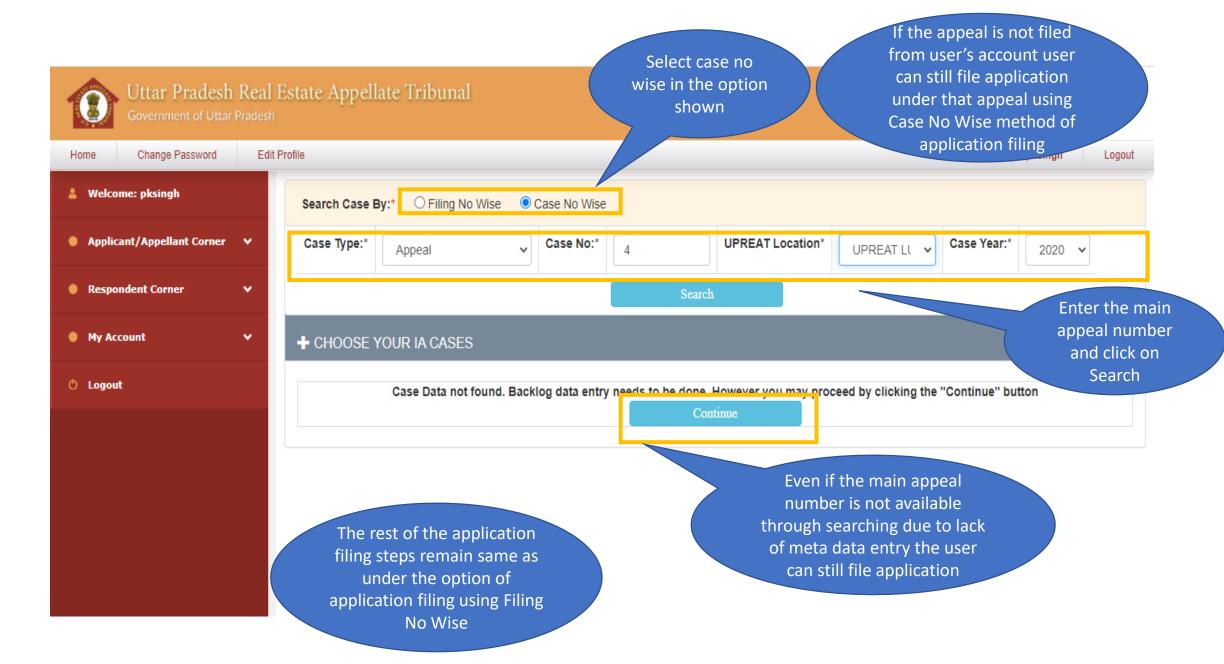
37. Application Filing (Payment Details)



38. Application Filing (Receipt Generation)



39. Application Filing (Case No Wise)



Additional Document Upload

40. Additional Document Filing

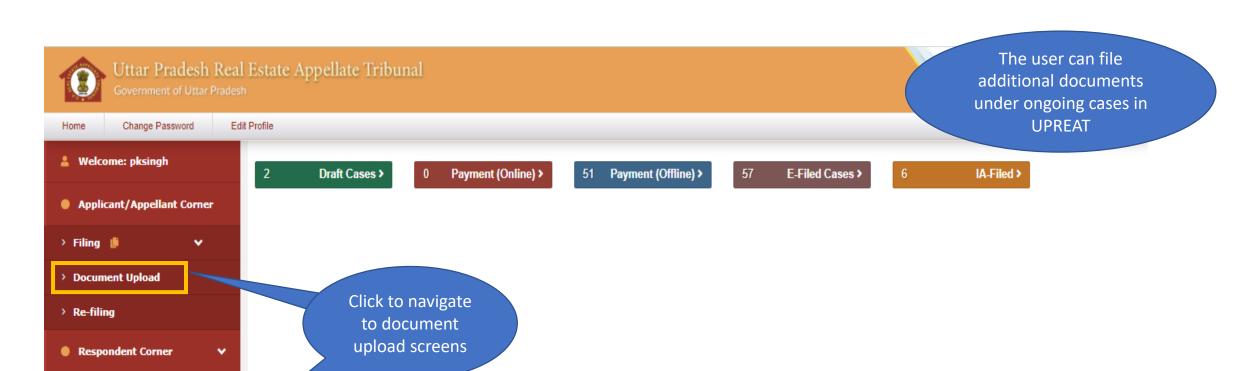
> Application Filing

> Document Upload

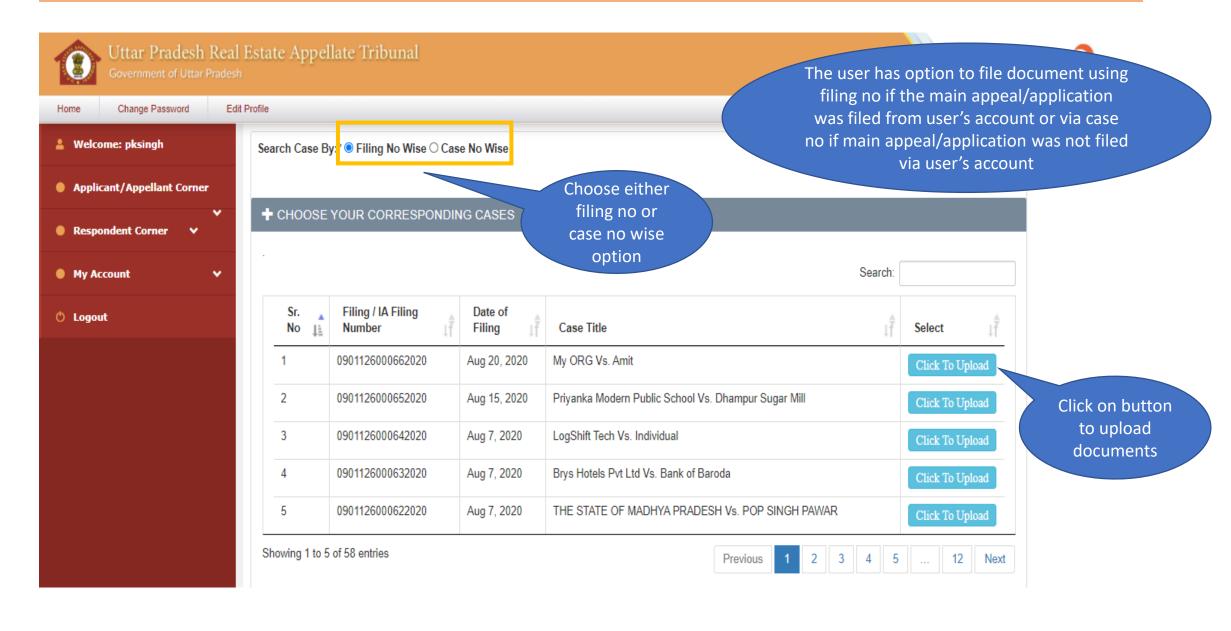
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My Account

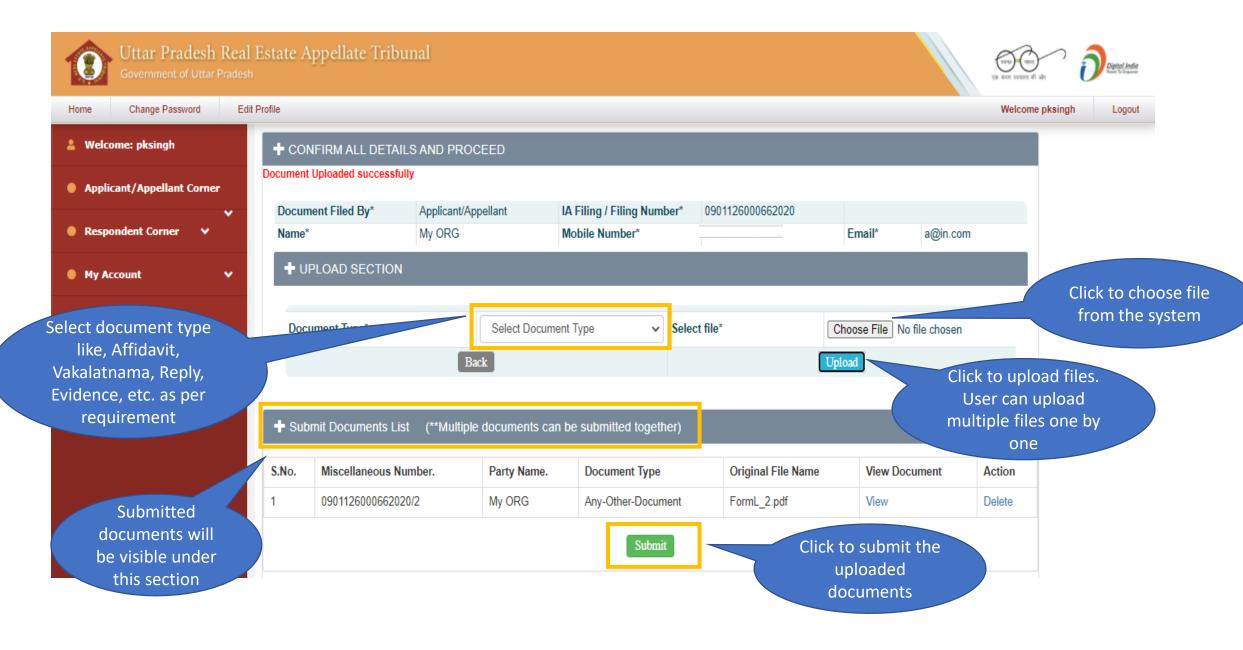
Composition



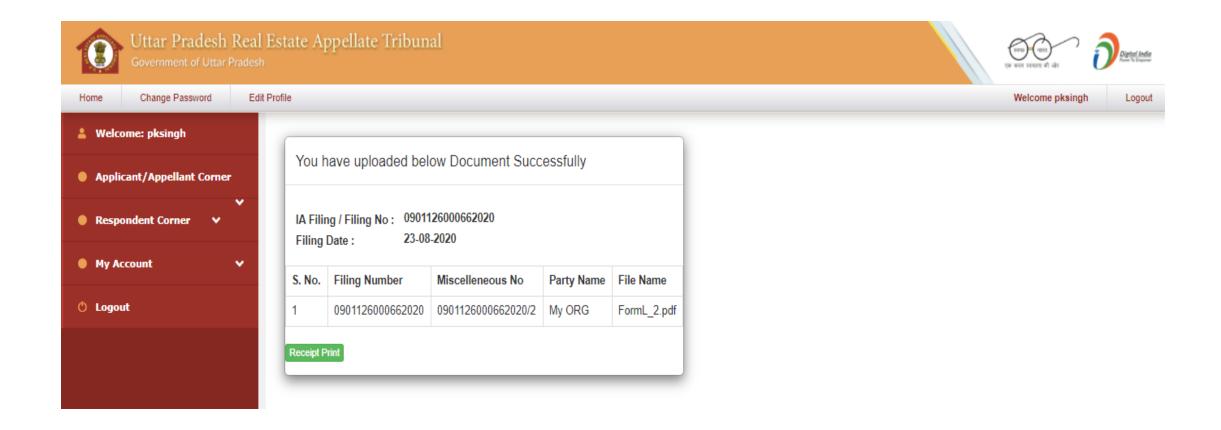
41. Additional Document Filing (Filing No/Case No wise)



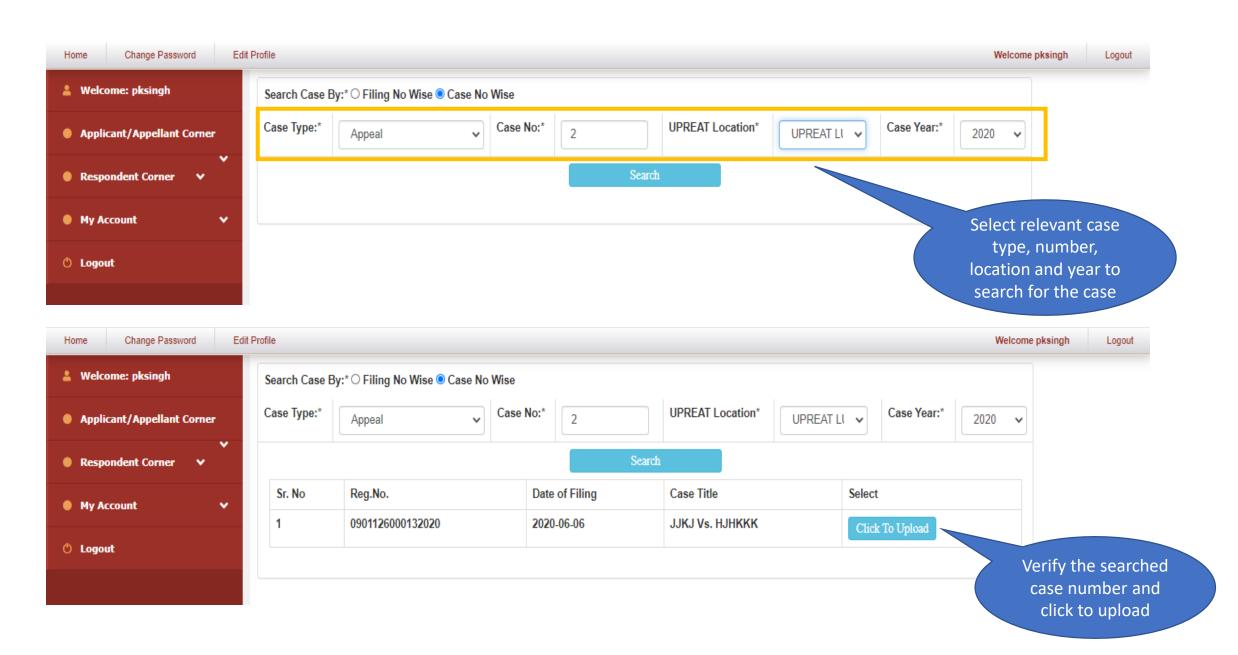
42. Upload Document (By Filing Number)



43. Upload Document Receipt (By Filing Number)



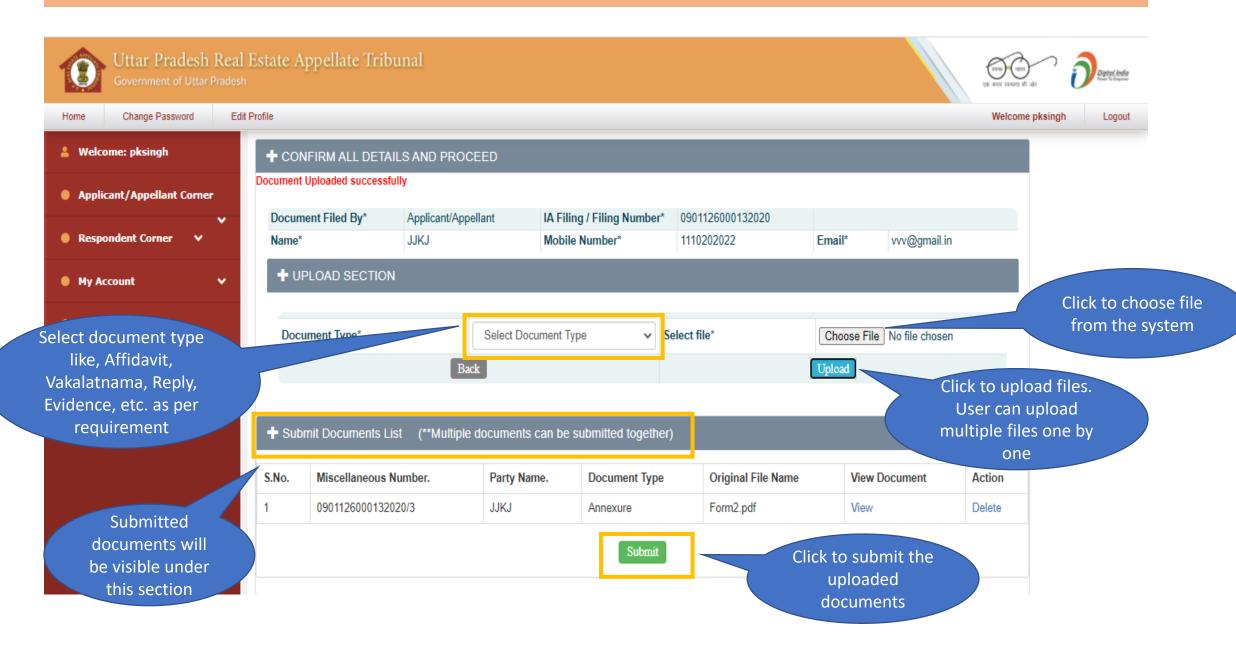
44. Upload Document (By Case Number)



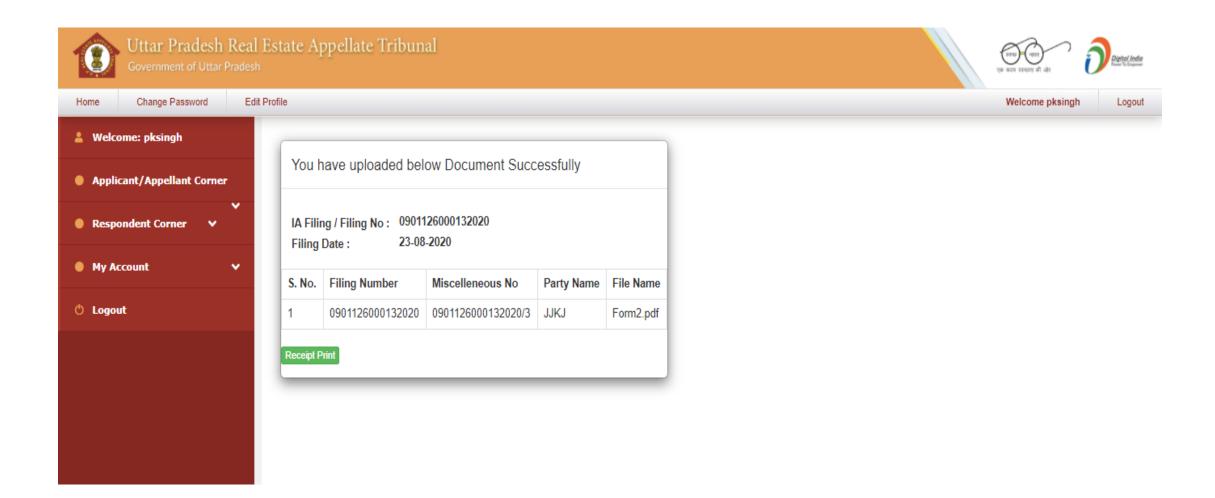
45. Upload Document Verification (By Case Number)



46. Upload Document (By Case Number)

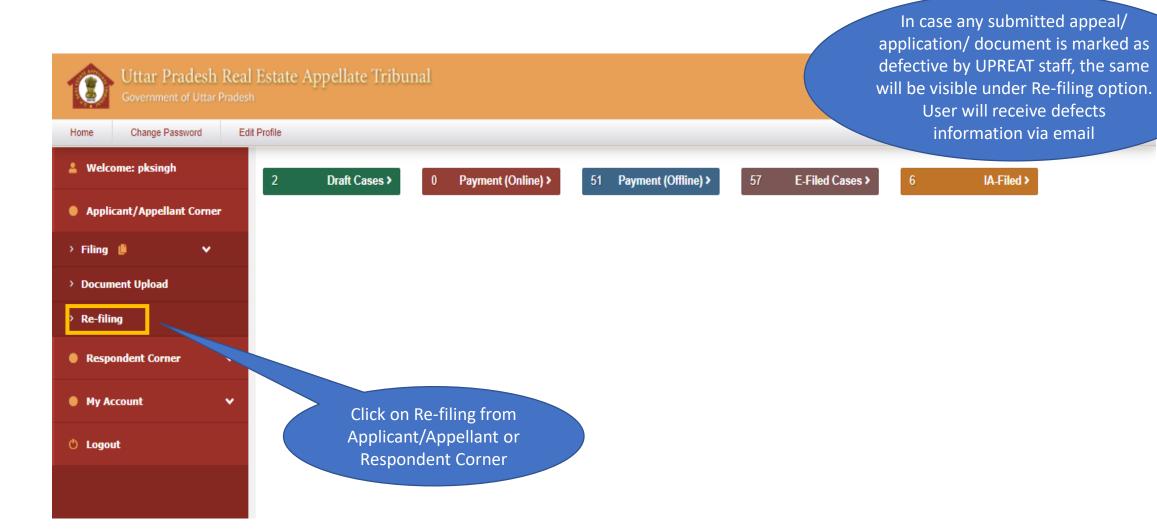


47. Upload Document Receipt (By Case Number)

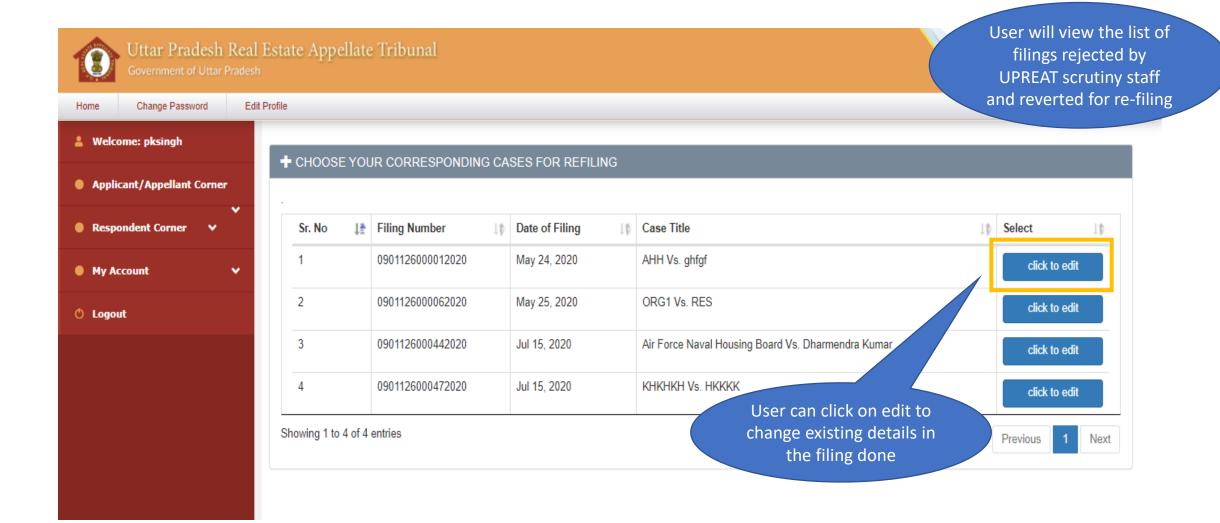


Re-Filing in case of defects raised

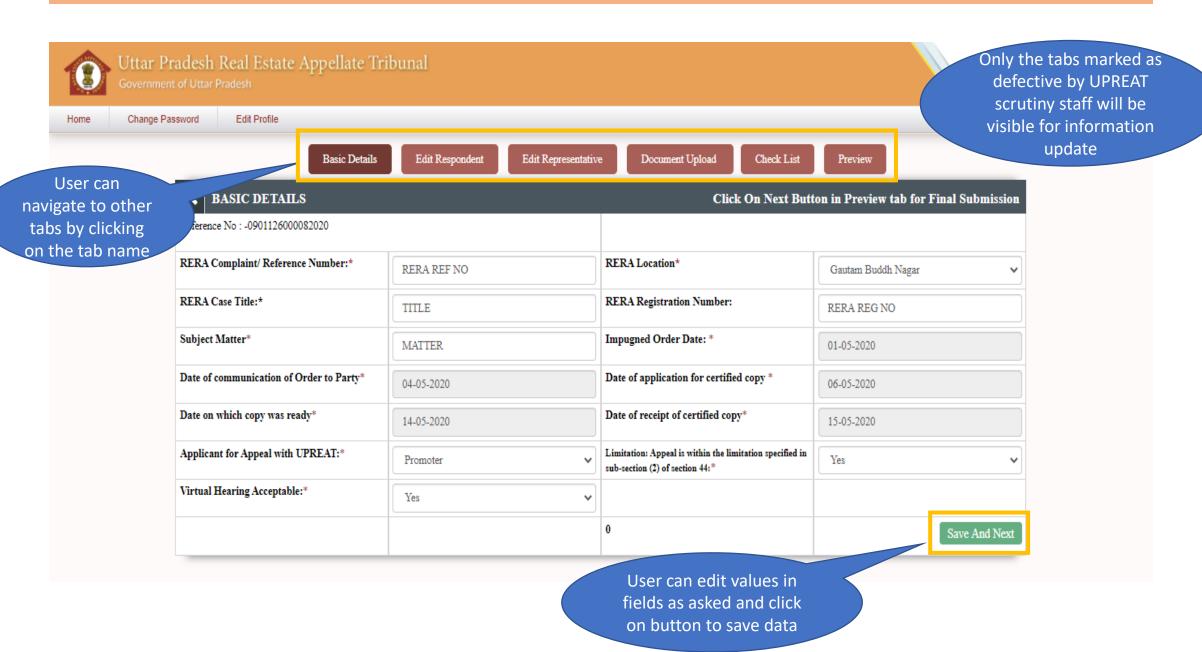
48. Re-filing



49. Re-filing Cases



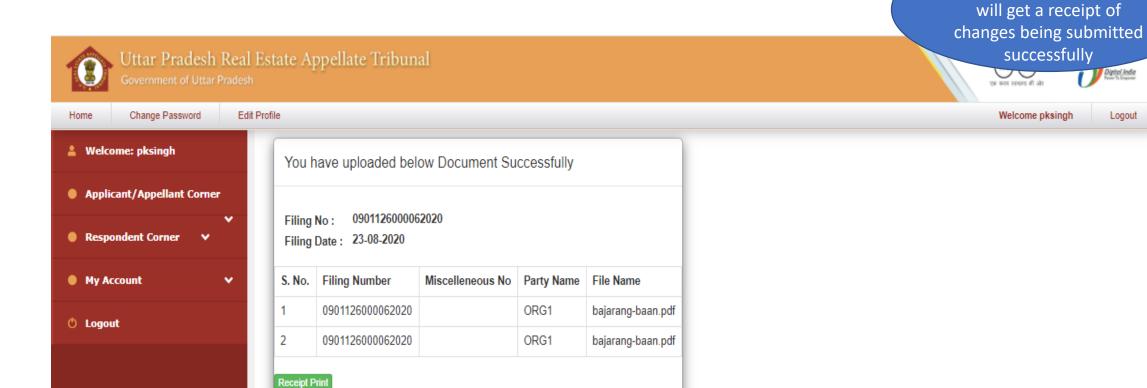
50. Re-filing – Change Details



51. Re-filing – Submit Updated Details



52. Re-filing Receipt



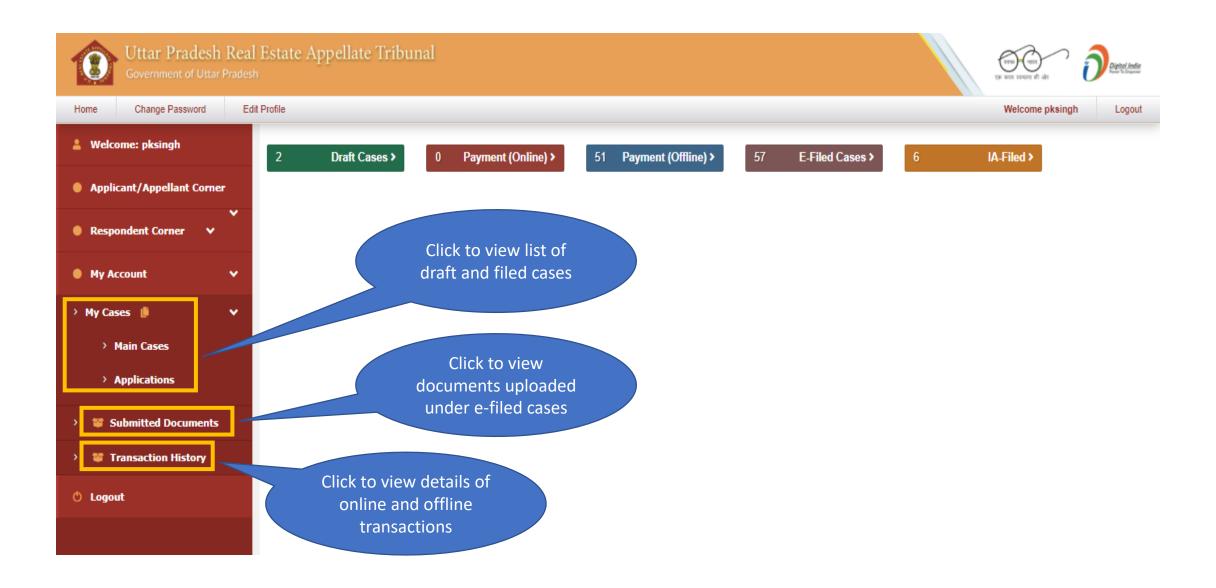
After the re-filing changes are submitted the user

successfully

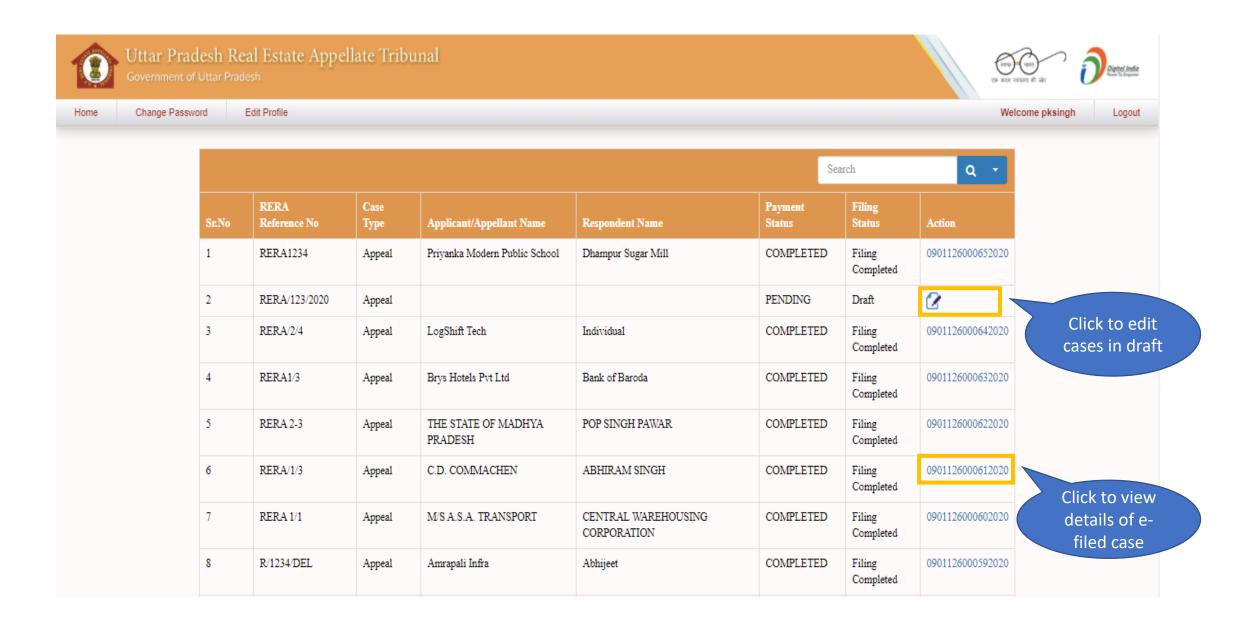
Logout

My Account

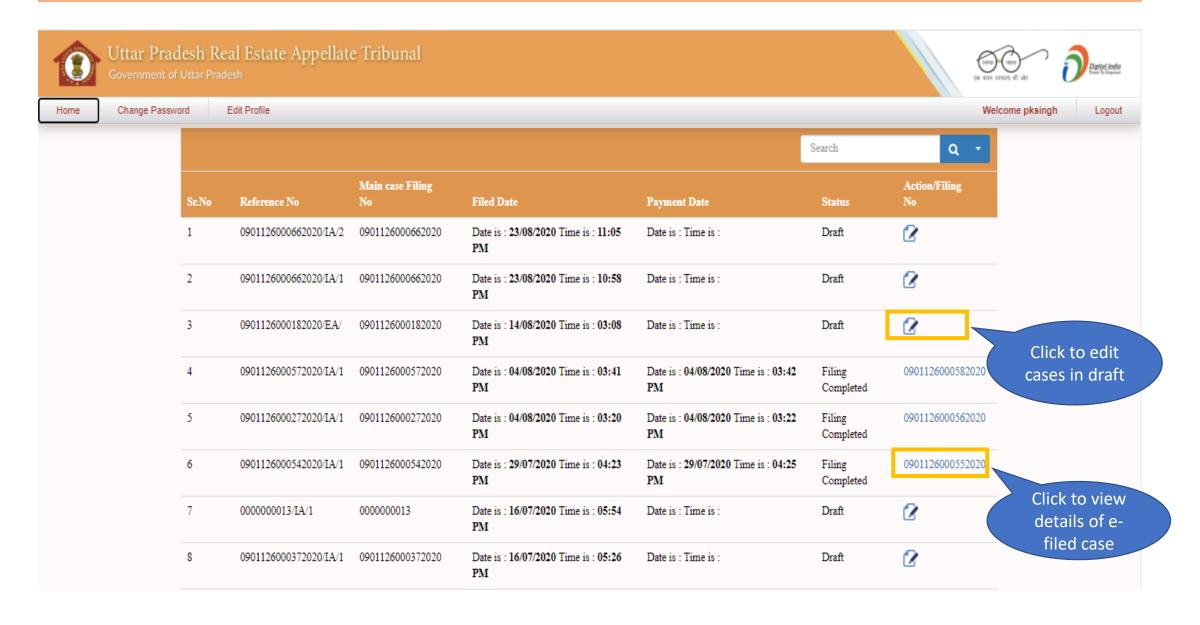
53. My Account



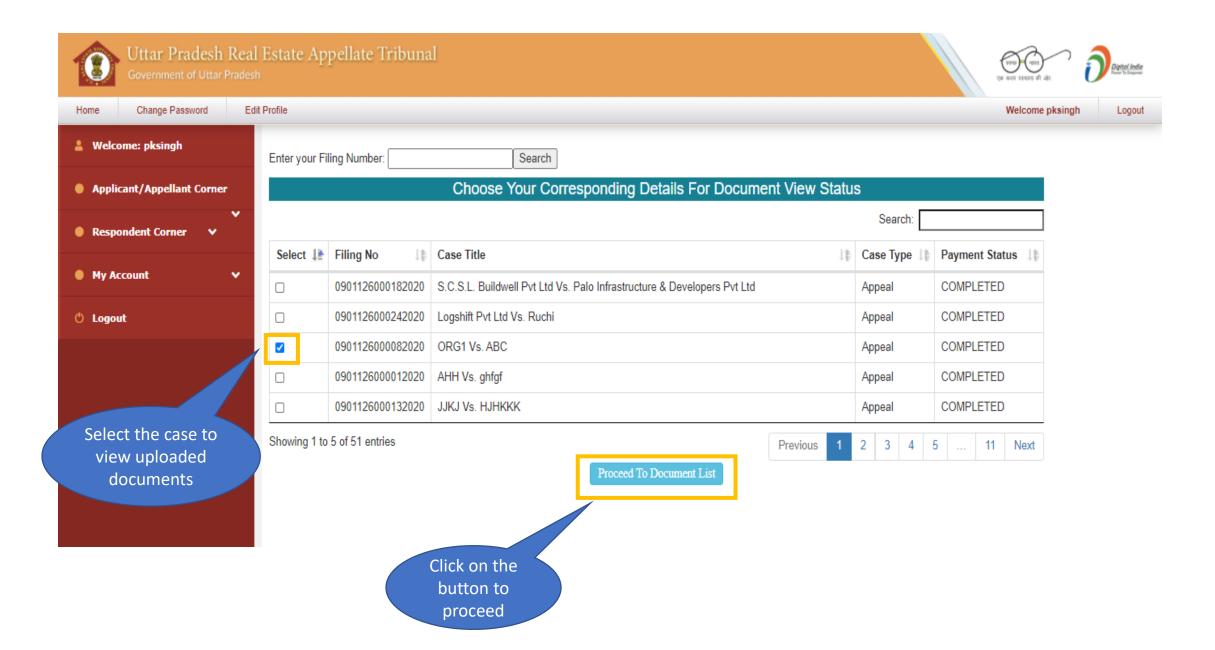
54. My Account (Appeal List)



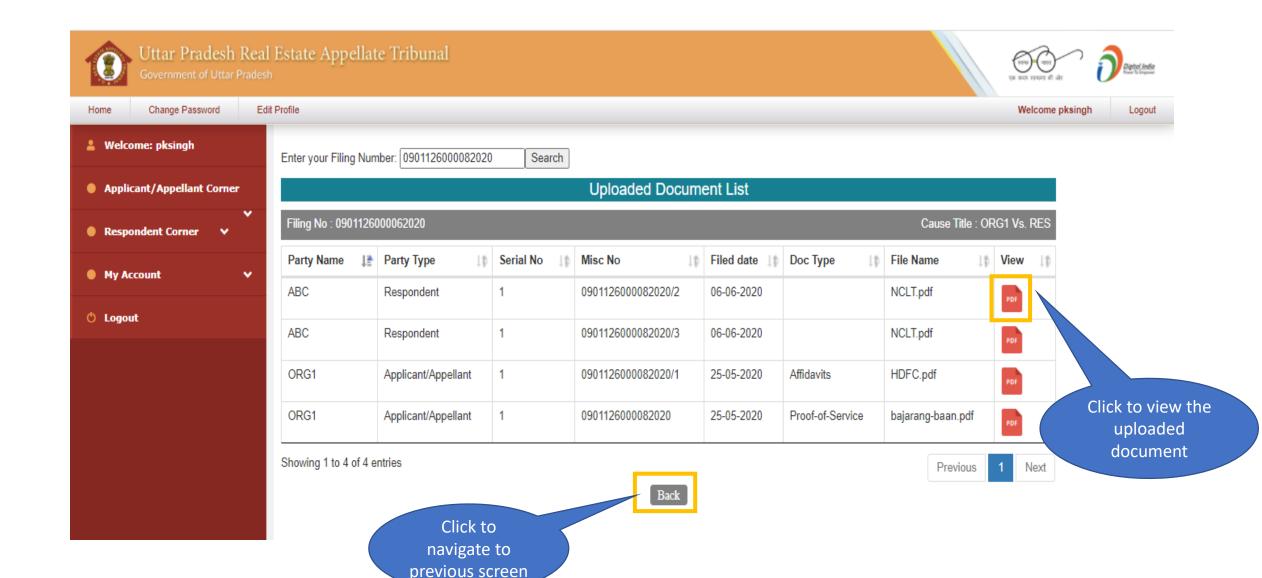
55. My Account (Application List)



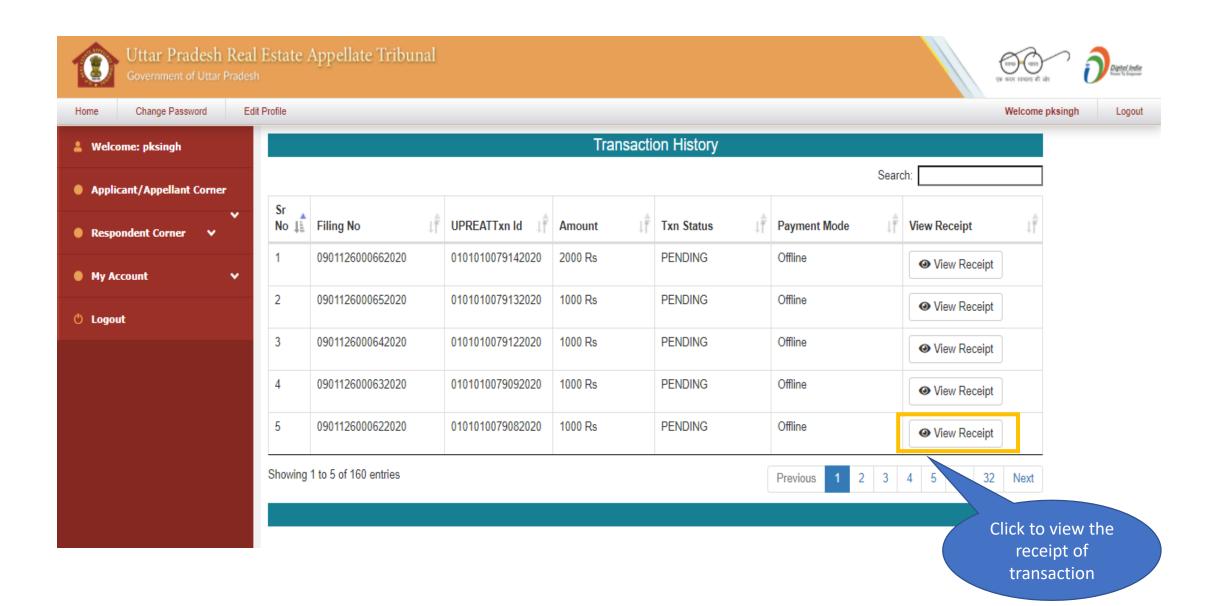
56. My Account (Submitted Documents)



57. My Account (Submitted Documents)



58. My Account (Transaction History)



59. My Account (Transaction History)



Home

Change Password

Edit Profile



The user can view the details of transaction receipt for payments done for the appeal/applications or other payments

THANK YOU