



MUNICIPAL CORPORATION OF DELHI  
ASSESSMENT & COLLECTION DEPARTMENT (HQ)  
14<sup>TH</sup> FLOOR, E-1 Block, DR. SPM CIVIC CENTRE,  
J.L.N. MARG NEW DELHI-110002.



No. A&C (HQ)/MCD/2022-23/ D-215

Dated:- 01/08/22

**PUBLIC NOTICE**

Dear Taxpayers, keeping in view of the Digital India initiative of Govt. of India and to ensure transparency, Assessment & Collection (Property Tax Department) MCD is moving to a complete digital regime. Now, onwards maximum correspondence to the taxpayers shall be made digitally to reduce the interface and increase transparency and quick delivery.

2. It has also been decided by the Corporation to issue all notices u/s 123A,B,C,D of the DMC Act, 1957 online and assessment thereon digitally to the UPIC number and in the form of message on the mobile numbers registered against your UPIC and also through the e-mail as mentioned in UPIC profile.

3. However, it has been observed that in large number of cases, phone number of taxpayers and e-mail IDs are either not mentioned or incorrectly mentioned.

4. Hence, for ease of administration towards this big leap for an efficient and transparent digital system, your co-operation in the form of updating your correct property address, mobile number and E-mail ID against the UPIC profile is urgently needed. The detailed steps for doing this are as under:-

**Step 1 :** Visit the MCD website at <https://mcdonline.nic.in>

**Step 2 :** Click on "Select your Service Area"

**Step 3:** Select your service area by choosing your Zone or Ward or Colony from the dropdowns and click on the "Search" button.

**Step 4:** Now, click on the "Pay Property Tax" button. It will open a new page in a new browser window.

**Step 5 :** Log in to the system with the registered mobile no. or Login ID.

**Step 6 :** Click on the "Edit Profile" link available under your name at the top right corner.

**Step 7 :** Edit the required details like Name, Father's Name, Mobile No. and e-Mail and click on the "Update" button to save the details.

5. It is earnestly requested to do your bit towards ensuring a corruption free transparent efficient digital system in municipal tax administration and help the city prosper.

*KA.*  
01/08/22  
(Kunal Kashyap), IRS  
Assessor & Collector/MCD

All Jt. A&Cs/Dy. A&Cs/AA&Cs

Copy for kind information:

1. P.S. to Worthy Special Officer, MCD for information of Special Officer
2. P.S. to Commissioner, MCD for information of the Commissioner
3. All Addl. Commissioners
- ✓ 4. Copy to Dir (IT) for uploading on MCD website
5. Copy to Director (P&I) for wider publicity.