User Manual for e-Change of name - PTR CORPORATIC

https://mcdonline.nic.in Municipal Corporations of Delhi April 2023

तमसो मा ज्योतिर्गमय







Tab	le of Contents	
1.	Introduction	2
2.	Steps for e-Change of name	3
3.	Search Property Details	9
4.	Apply for e-Change of name	. 14
5.	Check e-Change of name Status	. 22
6.	Check Deficiency	. 23
7.	Application Close	. 26
8.	Rejection of Application	. 30
9.	Approval of e-Change of name Certificate	. 31
10.	Annexure "A"	. 33

1. Introduction

The Municipal Corporations of Delhi keep track of ownership changes in the property tax records arising due to reasons like Registration of Sell and purchase at Sub Registrar offices, Transfer of property due to Death of Owner / Gift deeds/inheritance etc. As and when changes in the ownership of property occur, the new owner details must also be updated in the property tax records so that they can verify property tax paid by citizen's u/s 128 of the DMC Act 1957. It's the responsibility of the transferor to intimate MCD about the transfer of title of property and transferee to apply for mutation and get the owner's name changedin MCD property tax records afterwards. Property Tax Department reserves the right to reject an e- mutation application if the application or its attached documents are found to be incorrect.

Citizens are required to apply for e-Change of name at MCD Portal (https://mcdonline.nic.in) along with required documents and the prescribed fee. The application is processed at the concerned Zonal office. If everything is in order, an e-Change of name Certificate will be issued to the citizen online. In case, anydeficiency is noticed or found in the application/documents it is sent back to the citizen, for rectification.

1.1. Purpose

The purpose of this document is to make the citizens conversant with the process of e-filling of the e-Change of name application.

1.2. Intended Audience

The targeted audiences are property owners who want to get change owners' names in the property tax records.

1.3. Background

The Municipal Corporation of Delhi, which is nodal for the development and implementation of MC Suite of applications for all three MCDs, raised a request for the development of a software module for online handling of mutations cases in paperless, and faceless for the respective corporation. It is pertinent to mention here that the records of mutations performed by the SR office are already being made available to the respective MCD online for change of ownership title in the property records, it is functional w.e.f. 01-04-2019. This system also facilitates the property ownersto apply and get change ownership title in their property tax records before April 2019.

2. Steps for e-Change of name

MCD Online Portal provide Single Sign-On Authentication (SSO) Services using which Citizens need to Register on MCD Portal https://mcdonline.nic.in. The main MCD Citizen-Centric Services are Registration of Birth / Death detail, Pay Property Tax, e-Mutation, Issuance or Renewal of Licenses for different licensing applications like (Factory Licenses, Heath Trade Licenses, General Trade Licenses, Veterinary Licenses etc.), e-Change of name can be applied by a user by following the simple steps shown below (in brief):

2.1. Flow for e-Change of name Application



2.2. Registration on MCD Portal (Citizen Login)

- 1) Visit MCD portal https://mcdonline.nic.in/
- 2) Click on the **ONLINE SERVICES** link.



(SCR-01)

3) Please select your respected zone/ward/colony then click on Pay Property Tax.

	Q CENTRAL ZONE		
Ward	Q Please Select Wo	ard	
Colony	Q Please Select Co	or	
	Qs	Search @ Reset	
	Pay Property Tax	Registration of Birth / Death	

2.2.1. Citizen Already Registered on MCD Portal

				To tradi benefits under Antres	ny scherrie (1(3023-3033))
				To over benefits under SAME	E30% where IV(2022-23)
portant instructions For Toxpayers			Login to 1	our Account	
gin instructions		F			
/ Filing Instructions		Lines Lo	ge Officer Login Hank Login	ewe/settinger	
Cementi Guidelmen	9	sight the	rgi 🔹 Mobile & OTP 🗢 Login-EL& Polisie	bro	
Change Of Name Guidelines	۲	Augstan	ed Mobile No		
MEDON ADAMA NEW		yndia()	0 - universities	n adoument	
		OCNER	ATE-OTP	t.	
				ALCORN NACE	
		Free	Your GPIC T C Know Your Mobile Harman		
		#1mm	laue Cloub Intern Fair Magnicity (Respectively)	Phaget Password Phorpst (age-al-	

(SCR-03)

- 1) If the user is already registered, then enter **Registered Mobile Number** and click on Generate OTP button.
- 2) Enter the **OTP** received and click on the login button to log in.

2.2.2. Citizen Registration

1) In case of a user is new, then citizen must click on "New user click here for Signup/

Registration"

Note: To avail of the Online Services citizens need to register on portal.

Us	er Login	Officer	Login Bar	nk Login	
Logi	n Using	Mobile 8	LOTP 🔿 Login I	ID & Password	
Regi	stered Mobile	No			
Ind	ia(91)	- h	loble No/Email-b	td for Govt Organisation	
GE	NERATE O	TP		Enter OTP	
1				LOGIN BACK	
				2	
	New User Cito	ck Here For	SignUp / Regist	tration 12 Forgot Password	

2) Fill in the Mandatory Details like Name, Father Name, Mobile Number, Email Address etc. on the Signup form.

u	ISER SIGN UP
"Form can only be submith "Preferancy , use your ADH Faillos MARKED WITH " Arte	ed after either mobile or email is vertiled via OTP IAAR linked mobile number for SiGN-UP IMARCATORY
REGISTER AS: *	€ Chien
SGN UP USING *	MOBLE NUMBER & OTP C EMAIL OTP LOGIN & PASSWORD
наме	A. Puttime
FATHERIHUSBAND NAME	A. Father Name
COUNTRY CODE 7	🔍 indu(91) 👻
MOBILE *	A Angele Mannaer
5-215-6-2	ENTER OTP FROM MOBILE
GET OTF	Enter OTF Prom Music
EMAIL ID =	Email ID
	Internet in the second
	Cancel

(SCR-05)

- 3) To log in through Mobile Number & OTP, International users need to select Country Code and fill in their Mobile Number.
- 4) Get Mobile Number Validated using OTP and press Submit to Complete the Registration
- After Registration citizens can Sign in using Mobile Number & OTP or "Login Id and Password".
- 6) To Change Mobile number and other details using the "Edit Profile" option.
- 7) After successful login, the **ONLINE SERVICES** page will appear showing **Property Tax Icon**.

2.3. Sign-in on the MCD Online Portal

- 1) Go to MCD portal https://mcdonline.nic.in
- 2) Click on the online services ONLINE SERVICES link.



- 3) Once the click on **Pay Property Tax** then enters your **Registered Mobile Number** and click onGenerate OTP button.
- 4) Enter the **OTP** received and click on the login button to log in.

Registered Mobile N	Nobie & OTP C Login ID & Password	
India(91)	Mobile No/Email-Id for Govt Organisation	
GENERATE OT	Emer OTP	
	& LOGIN BACK	
GENERATE OT	Enter OTP	

(SCR-08)

5) On the online service page, click on the **Property Tax** option.

MCD Municipal Corporation of D	elhi	weicher e
Property Tax	Welcome to Property Tax Online Service	Yearth
Property Las		

(SCR-09)

6) After that citizen dashboard will be displayed.



(SCR-10)

3. Search Property Details

In case, citizen purchased a property and is unable to find its detail on the Dashboard, he/she can search the property detail using the **"SEARCH PROPERTY"** Option.

3.1. Scenario I - If the UPIC is known to the Applicant/Citizen

Emutation Requests	Search Property	Register New Property	Apply For New UPIC	Request For Transfer UPIC

(SCR-11)

3.1.1. Search property on UPIC

This option is for the taxpayers who already have UPIC i.e., 15 digit/alphanumeric Number assigned to the property. A citizen can search property on anyone Combination of parameters mentioned below:

- UPIC / Property ID OR,
- Receipt No. of tax paid & year of tax paid OR,
- Colony Name & Owner Name Enter Detail correctly and check once again and then press Submit button.

Note: If you search on the same UPIC again, you will get property details, but if you would like to Register property again using the same UPIC it will refuse and may say that UPIC is already in use because the One-UPIC-One property pattern has been followed.

UPIC /	PROPERTY ID						
	UPIC / PROPERTY ID						
RECEN	PT NO. OF TAX PAID		YEAR	OF TAX PAID			
ш	Enler Your Recept Norther		ш		٠		
COLO	VY NAME		OWNE	R NAME MINIMUM. 2 CHARAC	TER)		
=	SELECT COLONY NAME	~	=	Owney Name			
+ U	ack					Q SEARCH	O RESET
				(SCR-12)			
				(SCR-12)			

PTR-e-Change of name

Details of property, year-wise tax paid etc. will be displayed. You will find an **"Action"** button ofgreen color, click it, and select option choose the property to pay tax.

				SEARCH PR	OPERTY DE	TAILS			
UPIC	/ PROPERTY ID								
=	UPIC / PROPE	ATY ID		_					
RECE	SIPT NO. OF TAX P	AID	YEAR	OF TAX PAID					
III Enter Your Recept Number							-		
COLO	ONY NAME		OWNE		L 2 CHARACTE	ER)			
=	Chittaranjan Pi	ark	~ III	Œ					
÷	Back						Q SE	ARCH	C RESET
e HOW S.No.	Back 10 V ENTRIES Property ID	UPIC +	Owner Name	¢ Colony ¢	Ward ¢	Zone 🛊	Q SE SEARCH Address #	ARCH Property Type	C RESET
FOW	Back 10 V ENTRIES Property ID +	UPIC ‡	Owner Name	Colony +	Ward ¢	Zone _‡	Q SE SEARCH Address #	Property Type	C RESET
+ HOW (5.No.	Back 10 V ENTRIES Property ID 089430403020	UPIC #	Owner Name PUSHPA BEDI	Colony PROPERTY DETA Chiltaranjan Park (Pocket-40)	Ward IL IN LEGACY Kalkaji	Zone SYSTEM Central Zone	Q SE SEARCH Address POCKET-40, C R PARK, NEW DELHI	Residential Pioted	C RESET
+OW 5.No. 1	Back 10 V ENTRIES Property ID 089430403020 037513903020	UPIC + 190425200591100 190425206127000	Owner Name PUSHPA BEDI Bhupesh Chandra Nandi	Colony PROPERTY DETA Chiltaranjan Park (Pocket-40) Chiltaranjan Park	Ward IL IN LEGACY Kalkaji Chittranjan Park	Zone SYSTEM Central Zone South Zone	Q SE SEARCH Address POCKET-40, C R PARK, NEW DELHI E-882,E-882 2 Chittaranjan Pi 110019, 11001	Residential Pioted Residential Pioted	C RESET

(SCR-13)

Property details get added to the Citizen Dashboard.

a. 1	ENTRES						SEARCH	
100	LING	I Property Type 1	Owner Type 🕴	Owner Name	Address	distan (Registered Cin	Actua
103	010110016888	FAHM HOUSE	ADVOUR.	(bliven lyeg)	generate state scottek	Regional	noszadás	+ ACTEINS
	0007700	IIIZIDENTIAL	MONTOUAL	witane	House on MEELSOUTH WEST	Replaced	08122101	- MOTORNE
190	425210030000	BELIDENTIAL	INDVIDUAL.	Tatl fate	13547 3030704	Registered	30/11/3021	
190	425210039800	BELEDUTAL	NDVDUK.	Tanti funte	- 0542 100/04	Testori (1 2 5 4 5	-

(SCR-14)

3.1.2. Request for UPIC Transfer

In case the citizen purchased an entire existing property and the UPIC is known, then he/she can search for its detail. For the searched property a request for **UPIC TRANSFER** can be made by using Option "**REQUEST UPIC TRANSFER**" under the **Action** button.

RANS	FER UPIC								
≣ SE	ARCH UPIC TO GET	TRANSFERRED							
UPIC	C / PROPERTY ID								
	UPIC / PROPERT	Y ID							
					A				
REG	SISTERED MOBILE NUI	MBER OF TRANSFEROR	t						
	Enter Your Mobile	Number							
€ B	ACK							2 SEARCH	C RESET
ow	10 v ENTRIES						SE/	ARCH:	
NO.	Property ID 🕴	UPIC \$	Owner Name	ŧ	OwnerDetail 🕴	Address	ŧ	Property Type‡	Action
200	206505100014800	206505100014800	erere ererew		INDIVIDUAL - SINGLE OWNER	223 NEW DELHI	/ Re	equest UPIC Transfer	ACTIONS



After the Submission of the UPIC Transfer request, MCD Officer will examine the request and Transfer the UPIC based on the facts submitted. After the UPIC Transfer request is approved Property Detail will be available on the dashboard.

3.2. Scenario II - If the UPIC is NOT known to the Citizen

- In case a citizen has not found any property by using the **SEARCH PROPERTY** option **or**,
- The citizen brought a new property, and the property tax is not paid yet **or**,
- The Property purchased is part of an existing property.

Then the citizen can use the **"APPLY FOR NEW UPIC"** option for making a request to the MCD Official for allocation of new UPIC for his/her property. For this citizen require to register the Property Detail first.

3.2.1. Apply for New UPIC

Applicant/citizen must fill in all the required Property Detail and attach the requisite Documents if any.

Following details are required to apply for UPIC ID:

- Ownership Category
- Ownership Type
- Property Category
- Location Detail
 - Colony
 - o Ward
 - o Zone
- Address Details
 - Plot Number or House Number or Flat Number or Farmhouse Number
 - Sector or Phase Number or Block/Pocket or Lane or Street
 - o State
 - o District
 - o Country
- Owner Detail Consist of Name, Address, Age, Email, Phone Number etc.

The system will allocate the new UPIC automatically.

			APPL	(UPIC			
e: * Fie	elds Are Mandatory To Fill						
	 PRIOR TO APPLY FOR NE PLEASE SEARCH YOUR FOR NEW UPIC, KINDLY 	ew up Prop Fill 1	PIC, MAKE SURE Y PERTY PAPERS, PR THE DETAILS AND	OU HAVE NO UPIC A EVIOUS G-8/TAX PA APPLY.	LLOTTEI ID RECEI	D EARLIER FOR THIS PROPERTY PTS IF ANY.	
CAT	EGORIZATION						
OWNE	RSHIP CATEGORY *	c	OWNERSHIP TYPE *		PROPER	RTY CATEGORY *	
٥	SELECT OWNERSHIP CATEGORY	-	SELECT OWNERSHIP TYPE -			SELECT PROPERTY CATEGORY	
OLD/PARENT UPIC/PROPERTYID			UTATION NUMBER		MUTATION REGISTRATION DATE		
۲	UPIC		MUTATION NUME	ER	DD/M	MYYYY	
LOC	ATION DETAIL						
COLONY *			WARD *		ZONE *		
	Select Colony	7 1					
ADD ound F	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER *	Aandato	rrily For Eg. Ground Floor	First Floor , Sixth Floor Etc.	In Case Of F	Plot / Multiple Floor On Single Property Enter	
ADD ound F PL	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER *	/andato	rrily For Eg. Ground Floor	First Floor , Sixth Floor Etc.	In Case Of F	Plot / Multiple Floor On Single Property Enter	
ADD ound F PL III SECTO	IRESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER *	Aandato	vrily For Eg. Ground Floor	First Floor , Sixth Floor Etc. O FARM HOUSE NUMBE	In Case Of F	Plot / Muitiple Floor On Single Property Enter	
ADD ound F PLI III SECTO	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER *	Aandato	wily For Eg. Ground Floor	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE FINDER FINDER F	In Case Of F	Plot / Multiple Floor On Single Property Enter	
ADD ound F PL E SECTO E COUN	IRESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER *	Mandato	vrily For Eg. Ground Floor	First Floor , Sixth Floor Etc. O FARM HOUSE NUMBE	In Case Of F R * REET	Plot / Multiple Floor On Single Property Enter	
ADD ound f PL III SECTO III COUN	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * OR/PHASE NUMBER	Mandato	state *	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE BLOCK/POCKET/LANE/ST	In Case Of F R * TREET DI STRIC	Plot / Multiple Floor On Single Property Enter	
ADD pund F PLI III SECTO III COUN III PINCO	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * DR/PHASE NUMBER	Mandato S	STATE *	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE HIL BLOCK/POCKET/LANE/ST HIL NFO	In Case Of F	Plot / Multiple Floor On Single Property Enter	
ADD ound F PL/ E SECTO E COUN E PINCO PINCO	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * OR/PHASE NUMBER INDIA	Mandato	STATE * UELHI Landmark/Additior	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE BLOCK/POCKET/LANE/S1 FINIT	In Case Of F	Plot / Multiple Floor On Single Property Enter	
ADD ound F PLI SECTO COUN PINCO PINCO PUPLO	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * DR/PHASE NUMBER DR/PHASE NUMBER ITRY * INDIA DDE * Enter 6 Digits PIN No. DAD DOCUMENTS (In Pdf Format And File S	J (Mandato	STATE * III DELHI ANDMARK/ADDITIONAL I III Landmark/Additior ould Be Less Than 2MB	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE FILE BLOCK/POCKET/LANE/ST FILE NFO hal Info.	In Case Of P R * IREET DI STRIC	Plot / Multiple Floor On Single Property Enter	
ADD ound P PL E SECTO COUN III PINCO P PROPI PROPI	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * DR/PHASE NUMBER DR/PHASE NUMBER TRY * INDIA DDE * Enter 8 Digits PIN No. DAD DOCUMENT S (In Pdf Format And File S ERTY DOCUMENT CONTAINING Choose ERTY ADDRESS.	Mandato S S Size Shr File N	STATE * III DELHI ANDMARK/ADDITIONAL I III Landmark/Addition ould Be Less Than 2MB No file chosen	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE BLOCK/POCKET/LANE/ST KFO Ial Info.	In Case Of P R * IREET DI STRIC	Plot / Multiple Floor On Single Property Enter	
ADD ound F PL SECTO SECTO SECTO SECTO PL SECTO PL SECTO PL SECTO PL SECTO	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * OR/PHASE NUMBER DR/PHASE NUMBER INDIA DE * Enter 8 Digits PIN No. DAD DOCUMENTS (In Pdf Format And File S ERTY DOCUMENT CONTAINING Choose ERTY ADDRESS. O ID PROOF ISSUED BY GOVT. Choose CY	Size Shu File N	wily For Eg. Ground Floor STATE * DELHI ANDMARK/ADDITIONAL I Landmark/Addition ould Be Less Than 2MB lo file chosen lo file chosen	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE BLOCK/POCKET/LANE/S1 FINIT	In Case Of F	Plot / Multiple Floor On Single Property Enter	
ADD ound F PL SECTO III COUN III PINCO PROPI PROPI PROPI PROPI PROPI PROPI PROPI PROPI PROPI PROPI PROPI PROPI PROPI PIL	RESS DETAIL (Please Enter Floor Number N Floor) OT/HOUSE/FLAT/FLOOR/SHOP NUMBER * DR/PHASE NUMBER INDIA TRY * INDIA DDE * Enter 8 Digits PIN No. DAD DOCUMENT S (In Pdf Format And File S ERTY DOCUMENT CONTAINING Choose ERTY ADDRESS. O ID PROOF ISSUED BY GOVT. Choose CY	Size Sh File N	STATE * STATE * STATE * STATE * STATE * STATE Landmark/Addition Could Be Less Than 2MB No file chosen	First Floor , Sixth Floor Etc. FARM HOUSE NUMBE BLOCK/POCKET/LANE/ST FINIT	In Case Of F	Plot / Multiple Floor On Single Property Enter	

(SCR-16)

- Citizens must provide details and attach required documents if any.
- Once the UPIC is allotted, Property Details are made available on Dashboard automatically in Draft Mode.

		A VIII I	MERISTRALIS PROPERTY OF 1	AILS ARE SHOWN BEL	OW CLISE THESE	LID BATTAN)			Carrie Notice	R UKCKR
840W	+ DATHES							SCARCH.	8008	
1.00		 Property Type 	E Daniel Topic B	Owner Name		Amerik	8 Balan	8 Registered De	Action	0 - 1 1
2	101402210020000	MODESTS.	NEWGAR.				Def	erten Prosriptioner Aufter Prosriptioner	(Tariant Balance	



• Under Action Button, use "Edit Property/Owner details" to fill Property / Owner Detail

PTR-e-	Change	of name
--------	--------	---------

 Once the property details & owner details are added the status of the property gets changed to "Registered"

Lines Property Type Decent Type <thdecent th="" type<=""> <thdecent th="" type<=""> <th< th=""><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>* ENTRIES</th><th>W 1</th></th<></thdecent></thdecent>									* ENTRIES	W 1
VEROBERTODITED HESDICHTAL MOMERAL and komm	Autor	B Registered Dia is	4 Titter	ARCHIST	WITHIN PLATER	+	GATER Type	Property Type 1	1990	ne
	(Acres	08/12/2007	Registered	news to \$58834307H INEST		adiana	MEMORIAL	HESISCHTM	914088290001788	
									11	



4. Apply for e-Change of name

4.1. Process of e-Change of name

1) Select the UPIC and apply for e-Mutation through the "**ACTIONS**" button on the property.

							View Old Rec	celpt prior to 2020 View Old PTR its To ovall benefits under A	econd Prior to 20 Izminestry sche
								To ovali benefits under S	IAMROOM SC?
		Y	OUR REGISTERED PR	OPERTY DETAILS ARE SHOWN	BELOW (USE THEN	M TO PAY TAX)			F NOTICE (GED
	-	'n	our registered pr	IOPERTY DETAILS ARE SHOWN	BELOW (USE THEM	M TO PAY TAX)			nonca/deo
CW 1	• Offices	1 Property Type	UR REGISTERED PI	OPERTY DETAILS ARE SHOWN	IBELOW (USE THEM	A TO PAY TAX)	6 500	 Wile hopety/beer basis Will hopety/beer basis 	Action
ow 1		4 Property Type	Owner Type Owner Type DOWNOR Type	COPERTY DETAILS ARE SHOWN	I BELOW (USE THEM	Address Address	¢ statu	e sine fropety/Dener Detail Add Propety/Dener Detail	Action
ow 3	• onves Crec Torelocococaco mantecococaco	yt Roperty Type Rocertus Rocertus	Owner Type Owner Type Downlaw	ICHERTY DETAILS ARE SHOWN OWNER No Initial Ini	I BELOW (USE THEM	Address Address MIRER2 NEW DELH 2-46, App Assertments NEW	tegene	writes Property/Dense Detail /fail Property/Dense Details Di Pay Tax Di De-Register Property Di De-Register Property	Action (Action (Action)

(SCR-19)

A citizen can apply for e-Mutation under any one of the different six categories called Nature of

e-Change of name.

PTR-e-Change of name

v2.0 – Citizen Interface

Categories under Nature of e-Change of name:

- 1. Registered Sale Deed/Registered Agreement to Sale/ Conveyance Deed by land owning agency/Registered Gift Deed:
- 2.1 Inherent in case of death Where Registered Will is available
- 2.2 (a) Inherent in case of death Where Un-Registered Will is available (only for legal heir)

2.2 (b) Inherent in case of death Where Un-Registered Will is available (more than one legal heirs & only one of them applied for mutation)

2.2 (c) Inherent in case of death Where Un-Registered Will is available (more than one legal heir & all applied for mutation)

2.3 (a) In case of Non execution of Will by the deceased (single legal heir)

2.3 (b) In case of Non execution of Will by the deceased (if more than one legal heir & all applied for mutation)

2.3 (c) In case of Non execution of Will by the deceased (If more than one legal heir & only one of them applied for mutation)

- 3 (a)Cases of Registered Relinquishment Deed/Release Deed/Exchange Deed(Registered Relinquishment Deed)
- 4 (b) Cases of Registered Relinquishment Deed/Release Deed/Exchange Deed(Registered Release Deed/Exchange Deed)
- 5 Registered Partition Deed/Family Settlement Agreement
- 6 Court Orders/Court Decree/Amalgamation/Demerger order

				APP	UCATION	FOR E-CHANG	E OF NAME		
eids Ai	re Mandat	tory To Fill							
E-C	HANGE OF	NAME DETAILS							
UPIC .				PROPE	RTY TYPE *	1		NATU	RE OF E-CHANGE OF NAME *
	0525652	280000300		=	INDIVIDU	JAL			1. Registered Sale Deed/Register
PROF	PERTY ADDR	RESS DETAIL TO	D BE TRANSFER						
COLO	NY *			WARD	•			ZONE	
ш	Ajanta (Park	~	ш	TILAK NA	IGAR		===	WEST ZONE
PL(OT/HOUSE/	FLAT/FLOOR/SH	HOP NUMBER *			O FAR	M HOUSE NUMBER	•	
ш	ho. no, A	4-7 ajanta							
SECTO	DR/PHASE N	UMBER				BLOCK/	POCKET/LANE/STR	REET	
COUN	TRY *			STATE				DISTR	ICT .
ш	INDIA		*	ш	DELHI		π.		NEW DELHI
PINCO	DDE *			LAND	MARK/ADDIT	TIONAL INFO			
9	110005			and the second s					
ARE Y	OU TRANSFE r Name	EREE (BUYER) : 1 Gender MALE	VES NO Dos 01/01/2000	Count 91	Landma	Mabile No 9911952616	Ownership 3	ч	Address Detail IO. NO. A-7 SOUTH DELHI INDIA 110085
Owner Owner	OU TRANSFE I Name	eree (Buyer) : * Gender MALE	♥ YES ♥ NO DoB 01/01/2000	Count 91	Landma	Mabile No 9911952616	Ownership 3	د H	Address Detail Ю. NO. A-7 SOUTH DELHI INDIA 110085
EARE Y	OU TRANSFE I Nome	EREE (BUYER) : * Gender MALE RUYER) DETAILS	● YES ● NO Do8 01/01/2000	Count 91	Landma	Mobile No 9911952616	o. Ownership 3 100	ч Н	Address Dotali KO. NO. A-7 SOUTH DELHI INDIA 110085
Owner Owner AHABH TRAN	OU TRANSFE Nome NSFEREE (B NAME *	EREE (BUYER) : * Gender MALE BUYER) DETAILS	 YES ● NO Do8 01/01/2000 	SI MIDDL	Landma ny Code E NAME	Moble No 9911952616	o. Ownership 3 100	H	Address Detail IO. NO. A-7 SOUTH DELHI INDIA 110085 NAME
Owner AHABH FIRST I	NSFEREE (B NAME *	EREE (BUYER) : 1 Gender MALE RUYER) DETAILS	VES ● NO De8 01/01/2000	91 MIDDL	E NAME Middle N	Mobile No 9911952616	o. Ownership 3 100	LAST I	Address Dotall IO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name
Owner AHABH FIRST I	OU TRANSFE I Nome NSFEREE (B NAME * First Nom ER *	EREE (BUYER) : ' Gender MALE UYER) DETAILS	● YES ● NO DoB 01/01/2000	SI MIDDL MOBIL	E NAME Middle N E NO *	Mobile No 9911952616	o. Ownership 3 100	LAST I	Address Detail IO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE *
Conner AHABH FIRST I & GENDI	OU TRANSFE Nome NSFEREE (B NAME * First Nom ER * Select Ge	EREE (BUYER) : * Gender MALE BUYER) DETAILS	 YES NO Do8 01/01/2000 	91 MIDDL MOBIL	E NAME Middle N E NO * India	Mobile No 9911952616	o. Ownership 3 100	LAST I SHARI	Address Dotal IO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100.00
E ARE YI OWNER AHABH FIRST I & GENDI T EMAIL	OU TRANSFE I Nome I NSFEREE (B NAME * First Nom ER * Select Ge ID *	EREE (BUYER) : * Gender MALE BUYER) DETAILS	• YES • NO Do8 01/01/2000	SI MIDDL MOBIL ADDR	E NAME Middle N E NO * India(ESS *	Mobile No 9911952616	o. Ownership 3 100	LAST I SHARI	Address Detail IO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100.00
Como	OU TRANSFE Nome NSFEREE (B NAME * First Nom ER * Select Ge ID * e.g : abc	eree (BUYER) : * Gender MALE RUYER) DETAILS ne ender	 YES NO Do8 01/01/2000 	91 MIDDL MOBIL D ADDR	E NAME Middle N E NO * India(ESS * Enter Ac	Mobile No. 9911952616	e No.	LAST I SHARI % PAN	Address Dotall RO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100:00 Enter 10 Digits PAN No.
ARE YI	NSFEREE (B NAME * First Nam ER * Select Ge ID *	EREE (BUYER) : * Gender MALE RUYER) DETAILS ne ender	• YES • NO DoB 01/01/2000	SI MIDDL MOBIL ADDRI ADDRI AGE ()	E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH	Mobile No 9911952616 9911952616 Enter Mobile ddress	io. Ownership 3 100	LAST I SHARI % PAN	Address Detail RO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100.00 Enter 10 Digits PAN No.
Come ahabh First I Cendi Cendi T Email Dob *	NSFEREE (B NAME * First Nam ER * Select Ge ID *	EREE (BUYER) : * Gender MALE BUYER) DETAILS me ender	YES NO DoB D1/01/2000	91 MIDDL MOBIL D ADDRI ADDRI	E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag	Mobile No 9911952616 Come Come Conter Mobili ddress JUNE OF FY) e	o. Ownership 7 100	LAST I	Address Dotall RO. NO. A-7 SOUTH DELHI INDIA TI0085 NAME Last Name E PERCENTAGE * 100:00 Enter 10 Digits PAN No.
ARE YI Owner AHABH FIRST I GENDI I EMAIL DOB • DD/	OU TRANSFE Nome NSFEREE (B NAME * First Nom ER * Select Ge ID * e.g : abc	EREE (BUYER) : 1 Gender UYER) DETAILS ne ender	VES NO DoB 01/01/2000	91 MIDDL MOBIL ADDRI ADCI CEI AGE ()	Landma ny Code E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag	Mobile No 9911952616 ame Center Mobil ddress JUNE OF FY) IE	io. Connecship 3 100	LAST I SHAR % PAN	Address Dotall NO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name EPERCENTAGE * 100.00 Enter 10 Digits PAN No.
ARE YI OWNOU AHABH FIRST I GENDI EMAIL EMAIL EDD/	INCOME OU TRANSFE INAME INSFEREE (B NAME * First Non ER * Select Ge ID * e.g : abc /MM/YYYY ER ONE OF 1 E NO *	EREE (BUYER) : * Gender MALE PUYER) DETAILS ne ender c@xyz.com	YES NO Do8 01/01/2000	91 MIDDL MOBIL ADRI ADRI E ADRI E ADRI E E ADRI E E ADRI E E	E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag	Mobile No 9911952616 ome Cinter Mobil ddress JUNE OF FY) Ie E UPIC AND PAY 1	io. Ownership 3 100	LAST I	Address Detail RO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE • 100.00 Enter 10 Digits PAN No.
E ARE YI Owner AHABH FIRST I EMAIL EMAIL EDD/ ENTE MOBIL	Norme Norme Norme NAME * First Nam ER * Select Ge ID * e.g : abc /MM/YYYY ER ONE OF 1 E NO *	EREE (BUYER) : * Gender UYER) DETAILS ne ender c@ivyz.com THE MOBILE NU V Enter f	VYES NO DoB 01/01/2000	SIII Count 91 MIDDL ADDRI ADDRI CI ADDRI ADDRI CI ADDRI CI ADDRI CI ADDRI C	Landma ry Code E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag TO LINK TH RATE OTP * GENER /	Mobile No 9911952616 ame Center Mobil ddress JUNE OF FY) re E UPIC AND PAY 1 ATE OTP	io. Connecship 3 100	LAST I SHAR % PAN	Address Dotall RO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100.00 Enter 10 Digits PAN No. ADD OWNER *
ARE YI OWNO HABH FIRST I EMAIL EMAIL EDD ENTE MOBIL C	INCLASS OU TRANSFE INCLASS INO	EREE (BUYER) : 1 Oondor MALE UYER) DETAILS ne ender c@xyz.com THE MOBILE NU V Enter f	VES NO DoB 01/01/2000	91 MIDDL MOBIL D ADRI C ADRI C ADRI C C C C C C C C C C C C C C C C C C C	Landma ry Code E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag Enter Ag	Mobile No 9911952616 Come Come Come Come Come Come Come Come	o. Ownership 3 100	LAST I	Address Detail RO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE • 100.00 Enter 10 Digits PAN No.
ARE YI COMPO AHABH FIRST I COMPO FIRST I COMPO EMAIL COMPO C	Norme Norme Norme NAME * First Nam ER * Select Ge ID * e.g : abc /MM/YYYY ER ONE OF LE NO *	EREE (BUYER) : 1 Gender UYER) DETAILS ne ender c@ityz.com THE MOBILE NU V Enter f	VES NO DoB 01/01/2000	SI Count 91 MIDDL MOBIL ADDRI ADDRI CE ADDRI CE ADDRI CE	Landma ry Code E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag TO LINK TH RATE OTP * GENER J	Mobile No 9911952616 Come Come Come Conter Mobil ddress JUNE OF FY) Re E UPIC AND PAY 1 ATE OTP	io. Connecship 3 100	LAST I	Address Dotall RO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100.00 Enter 10 Digits PAN No.
ARE YI OWNER AHABH FIRST I GENDI T EMAIL DOB DD/	INCOME OU TRANSFE INAME INAME First Non ER Select Ge ID e.g : abc /MM/YYYY ER ONE OF India (91	EREE (BUYER) : * Gender MALE UYER) DETAILS ne ender c@xyz.com THE MOBILE NU C Enter 1	VES NO DOB 01/01/2000	91 MIDDL MOBIL D ADRI C ADRI C ADRI C C C C C C C C C C C C C C C C C C C	Landma ry Code E NAME Middle N E NO * India(ESS * Enter Ac AS ON 30TH Enter Ag TO LINK TH KATE OTP * GENER /	Mobile No 9911952616 Come Come Come Come Come Come Come Come	o. Connecstrip 3 100	LAST I	Address Detail IO. NO. A-7 SOUTH DELHI INDIA 110085 NAME Last Name E PERCENTAGE * 100.00 Entier 10 Digits PAN No. ADD OWNER *

PROPERTY DETAILS TO BE TRANSFER (LUDON/VACANT LAND //LUTS ETC DETAILS) RECENT YFR * III Select Property Type III Select Property Type IIII Select Property Type IIIII Select Property Type IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	ROUCHING DETAILS TO BE TRANSFER (NOOR/ACANT LAND /FLATS ETC DETAILS) DOTETT TAY * III Select Property Type PLATE TO DETAILS TO BE TRANSFER (NOOR/ACANT LAND /FLATS ETC DETAILS) PURCIATION TEE * III Select Property Type PROPERTY BOOK SELECTION FEE * III SOOD PROPERTY BOOK SELECTION FEE * IIII SOOD PROPERTY BOOK SELECTION FEE * IIII SOOD PROPERTY BOOK SELECTION FEE * IIII SOOD PROPERTY BOOK SELECTION FEE * IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	R-e-Change of name	v2.0 – Citizen Inter
NOCENTY DETAILS TO BE TRANSFER (LOCOV/ACANT LAND /LATS ETC DETAILS) NOCENTY THE * I Select Property Type AFUCATION FEE (19 RE) AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATION AFUCATIO	RECERT VITY ** iii Select Property Type iii Select Property Type iii Select Property Type Choose File Select Property Type Choose File Select Property Property Choose File Select Property Property Choose File Select C		
INFORMENT DETAILS TO BE TRANSPER (FLOOD/VACANT LAND / FLATS ETC DETAILS) III Select Property Type IIII Select Property Type IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	RECRET YOUR STORE THANSER (FLOOR/VACANT LAND /FLATE ETC DETAILS) CONSERT YOUR * If Select Property Types APUCATION FE * If Select Property Types If Coose File, To Be should Be in JPEG, JPG, PNG Or Gif Format, MacSize 2009 If Coose File, To Be should Be in JPEG, JPG, PNG Or Gif Format, MacSize 2009 If Coose File, To Be should Be in JPEG, JPG, PNG Or Gif Format, MacSize 2009 APUCATION FE * Conser File, To Be should Be in JPEG, JPG, PNG Or Gif Format, MacSize 2009 APUCAD DOCUMENTS (In PDF Format, And File Size Should Se Less Thom 50%) O Sample Documents RECRET FILE OF REVICUS OWNER, # APUCABLE * Choose File, To Be should Be uses Thom 50% O Sample Documents APUCAD DOCUMENTS (In PDF Format, And File Size Should Se Less Thom 50% O Sample Documents RECRET FILE OF REVICUS OWNER, # APUCABLE * Choose File, To Be should Be uses Thom 50% O Sample Documents CONSER File, To Be shown Choose File, To Be shown		
NOVERTY THE * IN Sect Property Type APUCATION FEE (IN RS) APUCATION A	BORRET TY RE *	PROPERTY DETAILS TO BE TRANSFER (FLOOR/VACANT LAND /FLATS ETC DETAILS	5)
IIII Select Property Type Select Property Type Select Property Type Select Property Type Too Too	IIII Select Property Type IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	PROPERTY TYPE *	
APPLCATION FEE (N RS.) VPICUATION FEE (N RS.)	APUCATION FEE (N RS.) PILCATION FEE (N RS.)	III Select Property Type 🗸	
INVELVENTE * I I I I I I I I I I I I I I I I I I	PPLICATION IF IT IS TO DECLARATION IF IS THE PARTY CARLET AND	APPLICATION FEE (IN RS.)	
IIII IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	III IOO IRCAD OWNERS//ROOPENTY PHOTO'S IRCAD OWNERS//ROOPENTY PHOTO * (Format Should Be in JPEG, JPG, PNG Or GiF Format, Max Size NO III Coose File to the chosen IRCAD DOCUMENTS (IN POP Format Should Be in JPEG, JPG, PNG Or GiF Format, Max Size III Coose File to the chosen IRCAD DOCUMENTS (IN POP Format Should Be in JPEG, JPG, PNG Or GiF Format, Max Size III Coose File to the chosen IRCAD DOCUMENTS (IN POP Format Should Be in JPEG, JPG, PNG Or GiF Format, Max Size III Coose File to the chosen IRCAD DOCUMENTS (IN POP Format Should Be in JPEG, JPG, PNG Or GIF Format, Max Size III Coose File to the chosen IRCAD DOCUMENTS (IN POP Format Should Be in JPEG, JPG, PNG Or GIF Format, Max Size III Coose File to the chosen IRCAD DOCUMENTS (IN POP Format Should Be in JPEG, JPG, PNG Or GIF Format, Max Size IIII INCERNITY BOND ON BESIO/- STAMP PAPER (DUX NOTABEED) * III Chose File to the chosen IRCAD TO CONNESSIO/- STAMP PAPER (DUX NOTABEED) * III Chose File to the chosen III CHAR OF OWNERSHIP DOCUMENTS III Chose File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * III Choses File to the chosen III CHAR OF OWNERSHIP DOCUMENTS * IIII Choses File to the chosen IIII CHAR OF OWNERSHIP DOCUMENTS * IIII Choses File to the chosen IIII Choses File to the chosen IIII CHAR OF OWNERSHIP TOCUMENTS * IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	APPLICATION FEE	
URLCAD OWNERS (PROPERTY HINDTOD PROAD APPLICANT PHOTO * (Format Should Be in JPEG, JPG, PNG Or GIF Format, MaxSize 2MB) III Choose Files No file chosen III Choose Files No file chosen III Choose File No file chosen IIII Choose File No file chosen IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	PROAD OWNERS/PROPERTY PHOTOS PROAD APPLICANT PHOTO* (Format Should Be in JPEG, JPG, PNG Or GIF Format. Max.Size MB) III [Coose File] No file chosen PROAD DECUMENTS (IN POIL Format Should Be in JPEG, JPG, PNG Or GIF Format. Max.Size 2MB) III [Coose File] No file chosen PROAD DOCUMENTS (IN POIL Format And File Size linbuid Be Less Than SME) • Sample Documents IROUNNETY BOND ON R5.300/- STAMP PAPER (DUY NOTARIZED) * Choose File No file chosen IROUNNETY BOND ON R5.300/- STAMP PAPER (DUY NOTARIZED) * Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen DOCUMENTS V Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen DOCUMENTS Choose File No file chosen ID-PROOF OF APPLICAN	III 1500	
APROAD APPLICANT PHOTO* (*format Should Be in JPEG, JPG, PNG Or GIF Format: MaxSize 2MB) III Dioses File No file chosen IIII Dioses File No file chosen IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	RUND AFFUCANT PHOTO* (Format Should Be in JPEG, JPG, PNG Or GIF Format, MaxSize May III Choose Files No file choose FILCAD PROCHERTY FHOTO* (Format Should Be in JPEG, JPG, PNG Or GIF Format, MaxSize 2MB) III Choose Files No file choose FILCAD DOCUMENTS (In PDF Format And File Size Should Be Lease Than 5ME) • Sample Documents III Choose File No file chosen FILCAD DOCUMENTS (In PDF Format And File Size Should Be Lease Than 5ME) • Sample Documents III Choose File No file chosen III Choose File No f	UPLOAD OWNERS/PROPERTY PHOTOS	
AMBY INCRODE PROFERITY HOTO* (Format Should Se in JPEG, JPG, PNG Or GIF Format, Max.Size 2MB) INCRODE PROFERITY HOTO* (Format Should Se in JPEG, JPG, PNG Or GIF Format, Max.Size 2MB) INCRODE DOCUMENTS (In PDF Format And The Size Should Se Less Than 5ME) O Sample Documents UKOADD DOCUMENTS (In PDF Format And The Size Should Se Less Than 5ME) O Sample Documents INCENTY BOND ON BEJOO/- STAMP PAPER (DULY NOTARIZED)* DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* OTHERS SUPPORTING DOCUMENTS OTHERS SUPPORTING DOCUMENTS Choose File No file chosen OTHERS SUPPORTING DOCUMENTS* Choose File No file chosen AFFDAVIT REGARDING DUCS/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F * (Phoose File No file chosen OTHERS SUPPORTING DOCUMENTS* Choose File No file chosen AFFDAVIT ON BEJO/- STAMP PAPER DULY ATTESTED BY NOTARY * (Phoose File No file chosen DECRMETOR * CHOOSE File No file chosen DECRMETOR * Thereby declore that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, 1 ah ponsible to face consequences thereof, and my request may be rejected. EXCK TO DASHBOARD	MB) III Choose File No file chosen III Choose File No file c	JPLOAD APPLICANT PHOTO * (Formal Should Be in JPEG, JPG, PNG Or GIF For	mat, Max.Siże
III Choose File; No file chosen JRCAD PROFERTY PHOTO* (Format Should Be to JPEG, JPG, PNG Or GIF Format, MaxSize 2MB) III Choose File; No file chosen UKCADA DOCUMENTS (In POP format And File Size Should Be Less Than SMB) • Sample Documents DELAMENT BOND ON REJDO/- STAMP PAPER (DULY NOTARIZED)* DELATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* DELATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* OTHERS SUPPORTIND DOCLMENTS OTHERS SUPPORTIND DOCLMENTS Choose File; No file chosen AFFDAVIT EGOARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* OTHERS SUPPORTIND DOCLMENTS Choose File; No file chosen OTHERS SUPPORTIND DOCLMENTS Choose File; No file chosen AFFDAVIT ON RSIO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File; No file chosen ID-PROOF OF APPLICANT* Choose File; No file chosen Denses File; No file chosen AFFDAVIT ON RSIO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File; No file chosen Denses File; No file chosen	IIII (Drose File) No file chosen PROAD PROPERTY HOTO* (Format Should Be In JPEG, JPG, PNG OF GIF Format, Max.Size 2MB) IIII (Chose File) No file chosen PROAD DECUMENTS (In PDF format And File Size should Be Less Than SMB) • Sample Documents INDEMNITY BOND ON RSJOO/- STAMP PAPER (DULY NOTARIZED)* DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File) No file chosen AFFDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* OTHERS SUPPORTING DOCUMENTS Choose File) No file chosen OTHERS SUPPORTING DOCUMENTS Choose File) No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File) No file chosen AFFDAVIT ON RSJD/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File) No file chosen ID-PROOF OF APPLICANT* Choose File) No file chosen DECLARATION * Increasy declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh bonshible to face consequences thereof, and my request may be rejected. XEX TO DASHBOARD XEX TO DASHBOARD (SCR-20) SUB	2MB)	
JURGAD ROCKETT PHOTO* (formed: Should Be in JPED, JPED, PNG OF GIF Formed: Max.Size 2MB) II Choose File No file chosen URGAD DOCUMENTS (in FDF formed: And File Size Should Be Less Than RME) O Sample Documents DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY Choose File No file chosen DFADAVIT ON RSJO/- STAMP PAPER DULY ATTESTED BY NOTARY (SCR-20)	READ PROMERTY HNOTO* (Format Should Be in JPEG, JPG, PNG Or GIF Format, MaxSue 2MB) I Choose File No file chosen PROAD DOCUMENTS (In PDF Format And File Size Should Be Less Than SMB.) O Sample Documents INCEAN TY BOND ON BSJOO/- STAMP PAPER (DULY NOTARIZED)* Choose File No file chosen DEATH CERTFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Inderby declore that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I st SORIATION* (SCR-20)	Choose Files No file chosen	
III Choose File No file chosen UKCADD DOCUMENTS (In POP Format) And File Size Should Be Less Than 5MB) O Sample Documents DEATH CRITIFICATE OF PREVIOUS OWNER, IF APPLICABLE * Choose File No file chosen AFFDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE F * Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS Choose File No file chosen ID -PROOF OF APPLICANT * Choose File No file chosen DECLARATION * ID -PROOF OF APPLICANT * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS Choose File No file chosen DECLARATION * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen DECLARATION * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT * Choose File No file chosen CCMPLETE CHAIN OF COMPLEANT	III Choose File No file chosen PROAD DOCUMENTS (IN FOF Format And File Stas Should be Less Than 5M8.) O Sample Documents INDEMNITY BOND ON BS100/- STAMP PARER (DULY NOTARIZED)* DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen AFRDAVIT REDARDING DUES/CLEARANCE OF UP- TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFRDAVIT ON BS10/- STAMP PARER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen PECLARATION * Inderby decide that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I af Sonable to face consequences thereof, and my request may be rejected. AFC TO DASHBOARD (SCR-20)	JPLOAD PROPERTY PHOTO * (Format Should Be In JPEG, JPG, PNG Or GIF Form	nat. Max.Size 2MB)
URADAD DOCUMENTS (In POP Format, And File Size Should Be Less Than 5MB)) © Sample Documents INDEMNITY BOND ON 65.00/- STAMP PAPER (DULY NOTARIZED)* Cloose File, No file chosen DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File, No file chosen AFFDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File, No file chosen AFFDAVIT ON 65.00/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File, No file chosen DECLARATION * IN-PROOF OF APPLICANT* Choose File, No file chosen DECLARATION * IN offic chosen DECLARATION * (SCR-20)	INDEXNITY BOND ON R5300/- STAMP PAPER (DULY NOTARIZED)* Choose File No file chosen DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen AFFDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen CHOOSE File No file chosen Choose File No file chosen CHOOSE File No file chosen Choose File No file chosen CHOOSE File No file chosen Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen ID-REVIGAN Choose File No file chosen Choose File No file chosen ID-REVIGANT* Choose File No file chosen Choose File No file chosen ID-REVIGANT Choose File No file chosen Choose File No file chosen ID-REVIGANT Choose File No file chosen Cho	III Choose File No file chosen	
INDERMITY BOND ON RSJ00/- STAMP PAPER (DULY NOTARIZED)* [Choose File] No file chosen DEATH CERTERCATE OF PREVIOUS OWNER, IF APPLICABLE* [Choose File] No file chosen AFFDAVIT REGARDINO DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* [Choose File] No file chosen OTHERS SUPPORTING DOCUMENTS [Choose File] No file chosen OTHERS SUPPORTING DOCUMENTS [Choose File] No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * [Choose File] No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * [Choose File] No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * [Choose File] No file chosen Choose File] No file chosen [Choose File] No file chosen ID-PROOF OF APPLICANT * [Choose File] No file chosen ID-PROOF OF APPLICANT * [Choose File] No file chosen ID-PROOF OF APPLICANT * [Choose File] No file chosen ID-PROOF OF APPLICANT * [Choose File] No file chosen ID-PROOF OF APPLICANT * [Choose File] No file chosen ID-PROOF OF APPLICANT * [Choose File] No file chosen ID-PROOF ID LASHBOARD [Choose File] No file chosen ID-PROOF ID LASHBOARD [Choose File] No file chosen (SCR-20) [SUBE <td>INDEWNITY BOND ON REJOD/- STAMP PAPER (DULY NOTARIZED) * Choose File, No file chosen DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPUICABLE * Choose File, No file chosen AFFDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F * Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS COMPLETE CHAIN OF OWNERSHIP DOC</td> <td>UPLOAD DOCUMENTS (In PDF Format And File Size Should Be Less Than 5MB</td> <td>9 Sample Documents</td>	INDEWNITY BOND ON REJOD/- STAMP PAPER (DULY NOTARIZED) * Choose File, No file chosen DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPUICABLE * Choose File, No file chosen AFFDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F * Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS COMPLETE CHAIN OF OWNERSHIP DOC	UPLOAD DOCUMENTS (In PDF Format And File Size Should Be Less Than 5MB	9 Sample Documents
DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen AFFIDAVIT REGARDINO DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen Choose File No file chosen Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF LAPPLICANT * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen ID-PROOF OF LAPPLICANT * Choose File No file chosen ID-PROOF * Choose File No file chosen ID-PROOF * Choose File No file chosen <td< td=""><td>IDEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File, No file chosen AFFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File, No file chosen AFFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File, No file chosen ID-PROOF OF APPLICANT* Choose File, No file chosen DECLARATION* Choose File, No file chosen Id-reby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I aft consults to face consequences thereof, and my request may be rejected. SUB (SCR-20) SUB</td><td>INDEMNITY BOND ON RS.300/- STAMP PAPER (DULY NOTARIZED) *</td><td></td></td<>	IDEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File, No file chosen AFFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File, No file chosen AFFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File, No file chosen ID-PROOF OF APPLICANT* Choose File, No file chosen DECLARATION* Choose File, No file chosen Id-reby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I aft consults to face consequences thereof, and my request may be rejected. SUB (SCR-20) SUB	INDEMNITY BOND ON RS.300/- STAMP PAPER (DULY NOTARIZED) *	
DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen AFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE +F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* INtereby declore that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh ponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPUCABLE* AFFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RSID/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPUCANT* Choose File No file chosen DECLARATION* Indersby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh onshib to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD (SCR-20)		Choose File No file chosen
DEATH CERTFICATE OF PREVIOUS OWNER, IF APPLICABLE* Choose File No file chosen AFFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declore that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh ponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE* AFFIDAVIT REGARDING DUES/CLEARANCE OF UP- TO-DATE OF PROPERTY TAX-ANNEXURE-F* OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY * Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION * Inderby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I af DECLARATION * Inderby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I af DECLARATION * IACK TO DASHBOARD (SCR-20)		
AFFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, 1 sh ponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	AFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE + * OTHERS SUPPORTING DOCUMENTS OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen AFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY * Choose File No file chosen D-PROOF OF APPUCANT * Choose File No file chosen DECLARATION * Ihereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I af zonsible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD (SCR-20)	DEATH CERTIFICATE OF PREVIOUS OWNER, IF APPLICABLE *	
AFFIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RS10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declore that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid. I sh uponabile to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	AFFDAUTT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNEXURE-F* Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFDAUTT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Intereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh consultie to face consequences thereof, and my request may be rejected. CK TO DASHBOARD (SCR-20)		Choose File No file chosen
Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFRIDAVIT ON RS10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Ihereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh upposible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	Choose File No file chosen OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS * Choose File No file chosen AFFIDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY * Choose File No file chosen ID-PROOF OF APPLICANT * Choose File No file chosen DECLARATION * Choose File No file chosen Choose File No file chosen DECLARATION * Choose File No file chosen DECLARATION * DECLARATION * DECL	AFEIDAVIT REGARDING DUES/CLEARANCE OF UP-TO-DATE OF PROPERTY TAX-ANNE	XI IDE-E
OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFRDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION * Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	OTHERS SUPPORTING DOCUMENTS Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Ihereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh consible to face consequences thereof, and my request may be rejected. XCK TO DASHBOARD (SCR-20)		Choose File No file chosen
COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* CONSE File No file chosen AFFIDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	OTHERS SUPPORTING DOCUMENTS Choose File, No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File, No file chosen AFFIDAVIT ON RS10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File, No file chosen ID-PROOF OF APPLICANT* Choose File, No file chosen DECLARATION* Interby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh consible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD (SCR-20)		
COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFRDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh ponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	Choose File No file chosen COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Inberby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I st consible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD (SCR-20)	OTHERS SUPPORTING DOCUMENTS	
COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFRDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, is h ponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RS10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Choose File No file chosen Choose File No file Choosen Choose File No file Choosen Choose File No file Choosen Choose File No file Chosen Choo		Choose File No file chosen
COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFRIDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	COMPLETE CHAIN OF OWNERSHIP DOCUMENTS* Choose File No file chosen AFFIDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Inderby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I st ponsible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD (SCR-20)		
AFRDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY* Choose File No file chosen D-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD PREVIEW SUBM (SCR-20)	AFFIDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY* ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Inhereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I st ponsible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD (SCR-20)	COMPLETE CHAIN OF OWNERSHIP DOCUMENTS *	
AFFDAVIT ON RS.10/- STAMP PAPER DULY ATTESTED BY NOTARY* ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* I hereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	AFFDAVIT ON RSJ0/- STAMP PAPER DULY ATTESTED BY NOTARY * ID-PROOF OF APPLICANT * Choose File No file chosen PECLARATION * Choose File No file chosen Choose File No file chosen (SCR-20)		Choose File No file chosen
ID-PROOF OF APPLICANT* Choose File No file chosen DECLARATION* Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD (SCR-20)	Choose File No file chosen (SCR-20) Choose File No file chosen Choose File No file chosen Choose File No file chosen (SCR-20)	AFEIDAVIT ON PS10/- STAMP PAPER DULY ATTESTED BY NOTARY *	
ID-PROOF OF APPLICANT • Choose File No file chosen DECLARATION • Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD PREVIEW SUBI (SCR-20)	ID-PROOF OF APPLICANT • Choose File No file chosen DECLARATION • I hereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh ponsible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD PREVIEW SUB (SCR-20)		Choose File No file chosen
ID-PROOF OF APPLICANT * Choose File No file chosen DECLARATION * I hereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD PREVIEW SUBM (SCR-20)	ID-PROOF OF APPLICANT* Choose File No file chosen		
Choose File No file chosen	Choose File No file chosen	ID-PROOF OF APPLICANT *	
DECLARATION * I hereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD PREVIEW SUBM (SCR-20)	DECLARATION * I hereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh ponsible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD PREVIEW SUB (SCR-20)		Choose File No file chosen
Thereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I sh sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD PREVIEW SUBM (SCR-20)	I hereby declare that submitted information & uploaded documents are correct as per my knowledge, in case found incorrect or invalid, I st ponsible to face consequences thereof, and my request may be rejected. ACK TO DASHBOARD PREVIEW SUB (SCR-20)	DECLARATION *	
sponsible to face consequences thereof, and my request may be rejected. BACK TO DASHBOARD PREVIEW SUBI (SCR-20)	ACK TO DASHBOARD PREVIEW SUB (SCR-20)	I hereby declare that submitted information & uploaded documents are co	prrect as per my knowledge, in case found incorrect or invalid, I sh
BACK TO DASHBOARD PREVIEW SUBI	SACK TO DASHBOARD (SCR-20)	ponsible to face consequences thereof, and my request may be rejected.	
(SCR-20)	(SCR-20)	BACK TO DASHBOARD	PREVIEW
		(SCR-2())
		(

- If the user is the second owner/buyer of the property and the citizen has already get done the UPIC transfer, then while applying for e-Mutation one must select "Yes" for the option "ARE YOU TRANSFEREE"
- 2) Based on the selection of the "Nature of the e-Change of name", Citizens must upload the required documents, photos & details of the new owner. For documents details please refer to Annexure"A"
- 3) After filling the complete form, the user must click on submit button.
- 4) Citizens will be redirected to the payment gateway.

Rs: 1500 1.7143% For AXIS (Inclusive Of Service	Tax And Education Cess) Will Be Charged B	By Payment Gateway Service Provider
1.7143% For AXIS (Inclusive Of Service	Tax And Education Cess) Will Be Charged I	By Payment Gateway Service Provider
PAYTMPayment 69%	AxisEasyCardPayment 90%	ICICIPayment 64%
ards And Net Banking Of Any Bank B	By Using The Payment Gateways Of HDF	C, Axis, ICICI
° paytm		ICICI Bank
Pay	Now Cancel	
	PAYTMPayment 69% ards And Net Banking Of Any Bank B	PAYTMPayment 69% AxisEasyCardPayment 90% ards And Net Banking Of Any Bank By Using The Payment Gateways Of HDP OPAYTMP OF AXIS BANK Pay Now Cancel

Online Payment

- 1) Select the desired **Payment Gateway**.
- 2) On the payment gateway page, a citizen can make the payment of fee using any of the following options:
 - UPI
 - Net Banking
 - Credit / Debit Card
 - RuPay
 - Paytm
- 3) Payment successful
- 4) Payment verification

	Transact	ion Details
	Transaction Number	1639124901760
	Amount	8708
	Receipt No.	930550
8	TXN Response Code Description	Success
success :	J Payment Mode	AIB
	Bank Name	AxisEasyCardPayment
	Service Charges	0

4.2. Payment Success

1) In case of payment was done successfully then the status of the application become **"Submit to Process"** as shown below

SEALUT PE
Zone & Overse name & Previous Dener name 1 Oak of Application Machineton Tables & Au
WEIT ZONE gending singly vitesh sont and barray 19/122021 Balandheite Property 19
VECET 2

2) Citizens can download the payment receipt by choosing **Fee Paid Details** under the

"ACTIONS" button.

08	10 v CATHERS								SEARCH: 1100	
M	UNE	Approxime No.2	Catoriy		Dwner name	Previous Owner name 2	Cole of Application 8	400	100 Free Plant Deceme	Action
	114098010081000	1832267756	Aging Kinclosed Exclin.	WEST DONE	problem angli, oleak sora	anner	69/12/2025	Substitled to	10 Yes samilari Son	(WCHOR)
a ing	tister), entire die	 per 55 XXM millioni							213 Worthy Playment Imatus	feat La

(SCR-24)

• A sample view of the payment receipt is shown below:

Municipal Corporation of Delhi e-CHANGE OF NAME APPLICATION FEE RECEIPT NO:MT-998077

A Sum of Rs.1500 /- only has been received with thanks from Mr./Ms.r towards the Application. Fee for e-Change Of Name in Financial Year 2021-2022 as per the details given below:

Application No	1039242247	
Property UPIC	158265900308700	Se
Property Address	PLOT/HOUSE/FLAT/ SHOP No.	
	FARM HOUSE No.	
	SECTOR/PHASE No.	
	BLOCK/POCKET / LINE/STREET So.	
	COLONY	SOUTHEXT (NDSE)
	WARD	KOTLA MUBARAK PUR
	ZOXE KC	CNZ
/	LAND	
Payment Mode	MODE	ONLINE
~ < ८	T. ANS ACTION ID	1681900093428
	PAYMENT DATE	2023-04-19 15:58:13.43

Note: For information of all concerned that the Application Fee for e-Change Of Name has been paid ONLINE, the receipt has been generated by the system and hence require no signature

RECEIPT PRINTED ON :- 19/04/2023



(SCR-25)

4.3. Payment Verification for unsuccessful transactions

1) In case of the payment transaction remain unsuccessful, the status will be shown as "**Payment**

Failure or pending/initiate for payment".

1000	* INTRES							\$2,839C41 0000000	6.
8.MG	IPIC	1 Approximente	Calery	Addee	Denni Salte	Present Owner name 2	Date of Application 5	Application Status 2	4000
	# v///inaccean	1383648344	HALDERTH, OLD HM, AM ROAD	HALM NAME 2048	ela di tuto di	AND MARTIN	100121-0021	HWMAISHT FAILURE	+ HCDEHH



2) Click on **ACTIONS** then click on **"Verify Payment Status"** for reconcile or click on **"PAY TAX"** and pay the fee amount

100	neite .	Appleation a	o Olimpic	alore .	OwnerCharter	Freedows Owner	Dete of Application	Approcessors Reation	Alle
	DWw200610061996	1000-00407	INVARIANAL-CIRBANI VILLAGE	NAJAPISARH 2014E	brant louis - newself loansel	induction in the second	12111/2024	10 Page Tax	-
								Statistics Strength Strength	-
								and wanty was not a first	-
	The Forth endows all the	riect thorn 10 lookal in	of the state of th					This discount of	

 In case of payment is deducted from a citizen account and the payment status is shown as "Unsuccessful/Failure". To verify the payment status. Use the payment verify facility under the actions button to verify the transition status.

						View Old Rec	celpt prior to 2020 View Old PTR Re To ovall benefits under A	ecord Prior to 3 Ummeetly sche
							To ovali benefits under S	AMRIDON SC
					the second s		Contraction of Contra	
		YC	OUR REGISTERED PRO	PERTY DETAILS ARE SHOWN BELOW	(USE THEM TO PAY TAX)		S VIIIN	потіся/он
ow 1 v	Junus	x	our registered pro	PERTY DETAILS ARE SHOWN BELOW	(USE THEM TO PAY TAX)		#iliter Property/Dener Detail	nonce/oe
ow 3 v	- Unites Unit	YC	UR REORSTERED PRO	PERTY DETAILS ARE SHOWN BELOW	(USE THEM TO PAY TAX)	(B24)	Williew Property/Dense Decal	Action
ow 3 ×	UNC LINC	1 Property Type INCONTRAL	Owner Type Noncoust.	PERTY DETAILS ARE SHOWN BELOW	LUSE THEM TO PAY TAX)	Vegetoret	William Property/Owner Detail Visitin Visitin Property/Owner Details Visitin Di Proy Taja	Action
ow 3 •	- 1017455 - 101745 - 4010520008300 - 4010520008300	10 Property Type escantus escantus	Owner Type Owner Type PENYDUE	EVENTY DETAILS ARE SHOWN BELOW Owner Name return return detail Type	LUSE THEM TO PAY TAX)	Vegitored	Wither wine frogenty/Overier Desail //dati Property/Overier Desail //dati Property/Overier Desails Dis-Register Property Dis-Register Property Dis-Register Property Dis-Register Property	Action

(SCR-28)

 Once the payment transaction is verified and it became successful, a payment receipt will get generated and application status will become "Submit to Process".



Municipal Corporation of Delhi e-CHANGE OF NAME APPLICATION FEE RECEIPT NO:MT-998077

A Sum of Rs.1500 /- only has been received with thanks from Mr./Ms () towards the Application. Fee for e-Change Of Name in Financial Year 2021-2022 as per the details given below:

Application No	1039242247	
Property UPIC	158265900308700	10
Property Address	PLOT/HOUSE/FLAT/ SHOP No.	\$7455
	FARM HOUSE No.	
	SECTOR/PHASE No.	
	BLOCK/POCKET/LDF STREET No	
	COLONY CO	SOUTHEXT (NDSE)
	WARD	KOTLA MUBARAK PUR
	ZONE	CNZ
	LANDMARK	
Payment Mode	MODE	ONLINE
	TRANSACTION ID	1681900093428
	PAYMENT DATE	2023-04-19 15:58:13.43

Note: For information of all concerned that the Application Fee for e-Change Of Name has been paid ONLINE, the receipt has been generated by the system and hence require no signature

RECEIPT PRINTED ON :- 19/04/2023



(SCR-29)

5. Check e-Change of name Status

 After paying the fee, citizens must click on the "e-Change of name Requests" button and see the status of the submitted application.

PTR-e-Change of name

SHO		8 Property Type	4 Owner Type 4	Owner Name	4	· ADDINA I	1 .	A	Heginteration #	Action
	10458/15003/F00	REDENTAL	HONDLAL	1070201	1	ISSN'TZ WEW DROW	. Sagarar		30/0/3022	- Acres
	038175/50001800	#15065/14L	MERCHING.	analysi Jinah		A-48. Alpty Apontroentu NRW	Experie	4¢	aayaybaaa	1 101016
1	010008257002200	RECOVER	HOWOUN	Intrany .	1	A-57-rom sogar NEW DALW	Augurus	el .	04/0/3023	T ACTOR
casino	Tin 5 of 17 entries						Previo	1	2 2 4 5 -	10 100



2) After clicking on the "e-Change of name Requests" button, the following screen appears.

it7W	a visites							BEARCH.	
SI-U	unc	4 Application No. 6	Colony	8 20mm	I Ownername	I Previous Cherner Home I	Date of Application #	Application Datas	1 Action
1	1/625/08000200	1077502028	Availa Date	Filled Quarter	ratio(per, suntil	alata	34/03/2033	Deficiency Rectified	- ACTURA
2	manyerinemand	hexal any	Panchinest, vision	Head Quarter	nmatch	yltz	nijoalitura	e-Change of name Carolicate Issued	· ACCORDE
2	0061751600.01000	1010375040	AMERIKAN VILLAGE	TAAJAFBAIHI DONE	shifti tyogi	ingvitilggfvl	00/04/2022	Processing Fee Necelved	· ACTORNE
ε.	000/000011000110	1448257879	Ajorita Park	WEST 20HE	insho tyogi	rajo	W(D4)2022	foultry/theal to Process	I.ACTIONS
6	NO4640100000000	1911225190	PARKINSHEEL VEHAR	SIDUTH ZONE	isingph	shahath	HD/08/2028	Settionary During Inspection	Contraction of

(SCR-31)

6. Check Deficiency

6.1. Deficiency raised by Assessing Official

Once the application is submitted successfully, there is a chance that while reviewing the application

the Assessing Official may find some deficiency for which he/she may raise a deficiency.

HON .	H = 040000									MARCH	shi	
8.80	UNC		Automation No. 7	Custy	3100		Control Name	Present Dater same 0	Cale of Australian 1	Application States		
3	190200040040100		15002003/6	down that (HDHD)	CENTRAL POPE	10.00		 94	281792001	Deltains Duing impectors		(accesses
	This of the lines of the	etta	a in stat average							Fast Prints		No. 1.

(SCR-32)

In such cases, the citizen must perform the following steps:

1) Click on the Actions button followed by "Deficiency Rectification".

PTR-e-Change of name

				VOUR APPLIE	D MUTATION DETAIL	LS ARE SHOWN BELOW	V (USE THEM TO PAY	Y FIER		
GW 1	ti) - ENTRIES								BEARCH, SERI	
He	unc e	Application No.		Colony	-) ²⁰⁰⁸	a Deter name	4 Previous Dens	Application	Application Status	Action
3	001000000000000000000000000000000000000	1407003854	AVOL GARH		WEST 2008	Rotate Tyez	tast test.	22/01/2022	Si Verity Payment Balas Indetaency Rectification	ATTOR
owng	1 to 1 of 1 entries (II	land from 21 tot	tal entries)						30 Download Deficiency Letter	net) Las
	NACE .									-
										_
						(SCR-33)				
2)	Citizen	can dow	nload th	e deficienc	y letter by cli	cking on " Dowr	nload Deficie	ncy Letter".		
					Munio	cipal Corpo	oration o	f Delhi		
	1			AS	SESSMEN	T & COLLE	CTION DI	EPARTME	NT	
						SOUTH	ZONE			
		रसरा मा प्रयादनमय								
	Ref	No.:16	3945980	94				Date	:-19-04-2023	
	То								$\mathbf{N} \setminus \mathbf{N}$	
	10,		(6)	10000						
	mu		ar (Share	2 100%)						
	121	aSector	A121bL	OCK DBalt	bir Nagar, BH	ATT, SZ, New I	Delmi,11004	$\overline{\mathbf{S}}$		
	Sub	o: E-cha	nge of N	lame Appli	cation Defic	iency Letter	^ر 0			
	De	on Sin /I	Modom				(Ŷ ⁻			
	Dea		viauaiii,			< a v	`` /			
	You	ır Applie	cation No	. 1862758	442 for E-ch	ange of Name (of property w	v.r.t.		
	[UP	IC:1763	5536000	0300 12 1aS	Sector A121b	LCCK DBalbir N	agar, BHATI,	SZ, New Delh	i,110041]	
	Iou	na to be	e dencien	it due to the	10110 wing is	agons :				
	Rea	son of I	Deficienc	y :please fil	valid docum	ents				
	Die		when it th	For IS		to to close dof	alanay mont	tioned as un	lon .	
	Fle	aseres	Subline ()		uocument	is to clear der	ciency men	lioneu as un	ler:	
	AFI	TIDAVIT	REGARD	NG DUES/	CLEARANCE	OF UP-TO-DATI	E OF PROPER	гу		
	TA	X-ANNE	XURL-F	• /				*		
		UTED CT	DOCTO	IC POCINA	NTC			1		

Your's faithfully,

OFFICE ATTENDANT

Note: This is a computer generated-certificate hence; a signature is not required.

(SCR-34)

3) After clicking on the **DEFICIENCY RECTIFICATION** link, the citizen can see the remarks posted by the Assessing Official.

REMAR			and to col con	otherhol		CLOCKING			
example of	NAME AND ADDRESS OF AD								
CARK -I	contain contract document								
	oprodu contest document								
esicts A	ire Mandatory To Fill								
	HANGE OF NAME DETAILS								
MHIC .	• •	PROPER	TTY TYPE *			14	NATUR	E OF E-CHANGE OF NAME *	
113	158265900308700	111	INTERVIENCIAL				111	1. Regretered Sche Deed/Reg	ister V
I moi	PERTY ADDRESS DETAIL TO BE TRANSFER								
COLO	NY *	WARD					ZONE		
			REATER RELEASE	ARAK PU				1.742	
	67466			11 15	111	COL HOMBEN			
1.000									
BECT	OR/PHASE NUMBER			86	OCK/POC	CET/LANE/STRE	ET.		
III							-		
111	INDIA	448	DELHI				and the second	BOUTH	
PINCO	DDE *	LANDM	ARK/ADDITION	AL INFO				NAMES IN THE	
	10049	488	EDPERATION/	Actement	eli Irifo;				
ANK Y	OU TRANSFEREE (BUYER) : . YES . NO								
Own	er Hume Overstern Dotty	Cos	ntry Code	MO	100	Ownersh	lije 16	Adultona Defail	
SHAB	MALE 01/01/2000	(9)		oonoo	2019	100		57455 SOUTH DELHI INDIA IN	040
	LINERACIE (APLIER) PAPEAR &								
FRENT	NAME*	MIDDU	HAME				LAST N	AME	
	Test		Nichtlie Horry	10		1		Loss Hourse	
OLND	ся •	MOBILE	NO *				SHARE	PERCENTAGE .	
	NAGLE *	10	india(👻	00000	00077		36	100.00	
EMAIL	- ID *	ADDRES	55 *				PAN		
-	entilien gebrendlik open	EBB ACRE (A	Biopphilippi	ALE OVE END			123	Eritar 10 Engils PAN No.	
13/1	pa/2022	Pro La	0	OF FY					
104		IS MALLE	1745						
			and an inclusion of the local	10150110	21			ADD OWN	IR* 🔶 ADI
PRO	SPERTY DETAILS TO BE TRANSFER (FLOOR/V/	ICANT LAN	D /FLATB ETC	DETAILS,					
111	Constructed								
111	Constructed								
111	Constructed V								
	Constructed OH(S) DETAILS R NO.* IST FLOOR								
111 1.000 111	Constructed Constr								
	Constructed Constr			_	_				
	Constructed Constructed Constructed Constructed Constructed Construct Constr		_	_	_				
III FLOO III APPLIC	Constructed Constructed Constructed Constructed Constructed Constructed Constructed Construction File (In rs.) Control File (In rs.)								
	Constructed OR(s) DETAILS R NO.* IST FLOOR * UCATION FEE (IN RS.) CATION FEE * ISOO SAD OWNERS/PROPERTY PHOTOS								
III FLOOR III APPLIC III UPLC	Constructed OR(s) DETAILS R NO. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * ISOO SAD OWNERS/PROPERTY PHOTOR AD APPLICANT PHOTO * (Format Elimpid Bio	on JPEG. J	PB, NG Gr	Gif Form	nat. Max	5126			
111 FLOOD 111 APPLIC 111 UPLC 2MB) 111	Constructed Const	un JPEG, J	198, MN3 Gr (SIF Form	nat. Mas	8126			
III FLOOR III APPLIC APPLIC UPLC 21/48) III	Constructed OH(S) DETAILS R NO. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * ISDO DAD OWNERS/PROPERTY PHOTOS AD APPLICANT PHOTO * (Pormat Bhould Be Choose Files No file chosen	ein JPEQ, J	PB, PNG OF	GIF Form	nat. Mas	5120			
III PLOOF III APPLIX APPLIX UPLOX UPLOX III UPLOX	Constructed OR(S) DETAILS R NO. * IST FLOOR + UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 SAD OWNERS/PROPERTY PHOTOS AD APPLICANT PHOTO * (Format Should Be Caboes Files No file chosen AD PROPERTY PHOTO * (Format Should Be Caboes Files No file chosen	n in JPEG, J	iPB, PNG Or (Gif forn BIF Form	nat. Max. nat. Max.s	Sizo			
III FLOO FLOO III APPLA III UPLO 21/48) III UPLO 1II III UPLO 1II III	Constructed OR(S) DETAILS R NO. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 DAD OWNERS/PROPERTY PHOTOS AD APPLICANT PHOTO * (Pormat Should Be Choose Files No file chosen AD PROPERTY PHOTO * (Format Should Be Choose File) No file chosen	i in JPEO, J	195, PNG OF 6 16, PNG OF 6	GIF Form	nat. Mare adl. Mares	Siro Ize 2MB)			
III FLOOD III APPLIA UPLCA 21/40) III UPLCA III	Constructed OR(S) DETAILS R NO. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 DAD OWNERS/PROPERTY PHOTOS AD APPLICANT PHOTO * (Pormat Should Be Choose Files No file chosen AD PROPERTY PHOTO * (Format Should Be Choose File) No file chosen	i in JPEQ, J	IPB, PNG Or (GIF Form	nat. Mar.	Size Ize 2MB)			
III FLOOR FLOOR FLOOR III APPLIC III OPLON III OPLON III OPLON III III UPLON III III OPLON III OPLON III III UPLON III UPLON III	Constructed OR(S) DETAILS R NO. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 DAD OWNERS/PROPERTY PHOTOS AD APPLICANT PHOTO * (Format Should Be Choose Files, No file chosen AD PROPERTY PHOTO * (Format Should Be Choose File) No file chosen DAD DOCUMENTE (In PDF Format And File	i in JPEQ, J In JPEQ, JI	IPG, PNG Or (PG, PNG Or G J Ne Lenn This	GIF Form	nat. Mar. at. Mar.s	Size Ize 2MB) Sie Decumi	units		
III ILOO IIII ILOO <td>Constructed Constructed Constructed Constructed Constructed R No. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 CAD OWNERS/PROPERTY PHOTOE AD APPLICANT PHOTO * (Format Should Be Choose Files No file chosen AD PROPERTY PHOTO * (Format Should Be Choose Files No file chosen DAD DOCUMENTE (In PDF Format And File Choose File) No file chosen DAD DOCUMENTE (In PDF Format And File CAD DOCUMENTE) *</td> <td>i in JPEQ, J In JPEQ, JI</td> <td>IPG, PNG Or (PG, PNG Or G J Ne Lenn This</td> <td>GIF Form BIF Form an SMB)</td> <td>nat. Max.s al. Max.s Sam hocse File</td> <td>Size Ize 2MB) Decum No file chose</td> <td>ents:</td> <td>View Uplood</td> <td>ь</td>	Constructed Constructed Constructed Constructed Constructed R No. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 CAD OWNERS/PROPERTY PHOTOE AD APPLICANT PHOTO * (Format Should Be Choose Files No file chosen AD PROPERTY PHOTO * (Format Should Be Choose Files No file chosen DAD DOCUMENTE (In PDF Format And File Choose File) No file chosen DAD DOCUMENTE (In PDF Format And File CAD DOCUMENTE) *	i in JPEQ, J In JPEQ, JI	IPG, PNG Or (PG, PNG Or G J Ne Lenn This	GIF Form BIF Form an SMB)	nat. Max.s al. Max.s Sam hocse File	Size Ize 2MB) Decum No file chose	ents:	View Uplood	ь
III FLOOD FLOOD III APPLIA III UPLOA 21/80 III III UPLOA III III UPLOA III III III III III III III III III I	Constructed Constructed Constructed Constructed R No. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 CAD OWNERS/PROPERTY PHOTOE AD APPLICANT PHOTO * (Format Should Be Choose Files No file chosen AD PROPERTY PHOTO * (Format Should Be Choose Files No file chosen DAD DOCUMENTE (In PDF Format And File Sametry BOND ON R5.100/- STAMP PAPER SULY NOTARIZED) *	i in JPEQ, J In JPEG, JI	IPG, PNG Or (PG, PNG Or G I Ne Lenn Tha	GIF Form SIF Form an SMB 1	nat. Max. al. Max.s Sam hoose File	Size Ize 2MB) Ble Docum No file chose	ents:	View Uplood Decument	юd
Ш ГLОО ГLОО Ш П П П П П П П П П П П П П	Constructed Constructed Constructed Constructed Constructed R NO.* IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 CAD OWNERS/PROPERTY PHOTOE AD APPLICANT PHOTO * (Format Should Be Choose Files) No file chosen AD PROPERTY PHOTO * (Format Should Be Choose File) No file chosen DAD DOCUMENTE (IN PDF Format Should Be Statement Bond on R5.100/- Stamp Paper Statement Photo* Canon Bot automited Informat	i in JPEQ, J In JPEG, JI National Magnetic	IPG, PNG Or (PG, PNG Or G I Ne Lenn Tha	Gif Form SIF Form an SMB 1	nat. Max. al. Max.8 Sam hoose File	Size Ize 2MB) ale Decum No file chose	ents t	View Uptood Decument	ed.
III III I LOOD III III III IIII III III III III	Constructed Constructed Constructed Constructed Constructed R No. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 CAD OWNERS/PROPERTY PHOTOE AD APPLICANT PHOTO * (Format Should Be Choose Files) No file chosen AD PROPERTY PHOTO * (Format Should Be Choose File) No file chosen CAD DOCUMENTE (In POF Format And File EXAMITY BOND ON RS.100/- STAMP PAPER SLAPATION * reby declare that submitted information alble to face consequences thereof, and	i in JPEG, J In JPEG, JI Nas Should 6 uploade my reques	IPG, PNG Or G PG, PNG Or G I Me Lenn Tho d documenti t may be reje	GIF Form an Skill) C s are col	nat. Max. O Sam hoose File rrect as p	Size Jze 2148) ale Decum No file chose er my knowle	ents n	View Uplood Document	ed d, 1 shall be
III III FLOOD III IIII	Constructed Constructed Constructed Constructed Constructed R No. * IST FLOOR * UCATION FEE (IN RS.) CATION FEE (IN RS.) CATION FEE * 1500 CAD OWNERS/PROPERTY PHOTOE AD APPLICANT PHOTO * (Format Should Be Choose Files) No file chosen AD PROPERTY PHOTO * (Format Should Be Choose File) No file chosen CAD DOCUMENTE (In POF Format And File REMATY BOND ON RS.100/- STAMP PAPER SLAPATION * reby declare that submitted information alible to face consequences thereof, and MARK *	i in JPEG, J In JPEG, JI Blas Should & uploade my reques	IPG, PNG Or G PG, PNG Or G I We Lease Tha d documents t may be reje	Gif Form an Skie (nat. Max. O. Sam hoose File rrect as p	Size Lize 2148) No file chose er my knowle	ents n idge, in	View Upload Document	ed d, i shall be
III III III III APPU III IIII IIII IIII IIII IIII IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	Constructed Constructed Constructed Constructed Constructed Constructed Constructed Constructed Construct Second Construct Se	r In JPEG, J In JPEG, JI Nue Should & uploade my reques	IPG, PNG Or G RG, PNG Or G I Me Lenn Tha d documents t may be reje	SIF Form SIF Form an SMB () 	nat. Max. at. Max.3 D Sam hoose File rrect as p	Sizo Ize 2NB) No file chose er my knowle	ents n edge, in	View Uptood Document	leci

(SCR-35)

4) Citizens are required to rectify the deficiency by uploading the required documents and/or with remarks and submitting.

Note: End user need to submit the required documents for rectification within 10 days from the date of deficiency raised by Assessing Official failing which the extension option shall be provided to the end user for 3 days. By accessing the extension option, end user will be provided with additional 10 days to submit the required documents for rectification.

In case extension option is not availed by the end user, the application shall be auto-rejected on the 14th day from the date of deficiency raised by Assessing Official.

HOW	10 - ENTRIES								BEARCH: 6540	
5.No	UPIC	Application No.#	Colony	Zone	+	Owner names	Previous Owner name\$	Date of Applications	Application Status #	Action
3	055240110000200	1704646540	Anna Nagar	CENTRAL ZONE		ristabli (y	notest	10/01/2022	Deficiency Rectified	+ ACTIONS
owin	1 to 1 of 1 entries (Site	red from 3 total entitie	5)					i i	First Previous 1	Next La

(SCR-36)

5) After submission, the status becomes "**Deficiency Rectified**" and modified details are available to the officer for further processing.

7. Application Close

7.1. Application Closed by Assessing Official

In case of any reason application will be closed by assessing official then citizen have to click on **Re-open** for e-Change of Name option and submit their response after correct the details.

CW 1	0 v ENTRES								BEARCH	
LNO	1010 I	Application No. 8	Colony	1 Anne	1 Ownername 1	Wentous Clener normal	Date of Application 1	Appl	kotton Status 🕴	Action
	20122202000000000	1030242247	SOCTIMENT (NESS)	CENTRAL 2016	mitica	histoj	18/04/2010	AppRemien Rejected	t	Acreme
£	Imi3estodottaod	107783(2828	Alight Drifts	Head Quarter	robar princianter	ungelig.	24/00/3005	Delciency Nectified		ACTIONS
1	000000000000000000000000000000000000000	10000008	PARCHERIDE, VERA	Heat Guarter	mhohh	19	T1/04/3022	e-Change of nome	Centiocae Issued	- ACTORNE
6	038/75H0009800	1918076940	AMBARHAI VILLAGE	NAJAPOANH 20NE	annyth Tyogi	eg-MggH	66/04/2023	Processing Fee Rece	ilviid	ACTIONS
	000000000000000000000000000000000000000	14-02257170	Ajazitsi Park	WEST ZONE	πιπο τγοφ	min	HE(0.4/2003	Submitted to Proces		- ACTIONS
6	matrostocessi	minasolio	PAACHERINEE VIHAR	NUMPHONE	lishishh	utghath	10/00/2003	Deficiency During #	OD View Bullet/Milled Form	- ACTORNE
										_

(SCR-37)

APPLICATION FOR E-CHANGE OF NAM	E
--	---

ARK *(MCD	Length 520 Cl	hars)							
nter									
ields Are M	landatory To Fill								
E-CHAN	GE OF NAME DET	TAILS							
UPIC *			P	ROPER	TY TYPE *		NATU	RE OF E-CHANGE OF NAME *	
13	5172700000200)		ш	INDIVIDUAL		III	1. Registered Sale Deed/Regist	ter 💙
PROPERT	Y ADDRESS DETA	AIL TO BE TRANSP	FER						
COLONY .			¥	VARD *			ZONE	•/	1
III A	janta Park		~	111	TILAK NAGAR		III	WEST ZONE	
PLOT/	IOUSE/FLAT/FLOO	DR/SHOP NUMBER				FARM HOUSE	NUMBER *		
III 4	20					H			
SECTOR/P	HASE NUMBER					BLOCK/POCKET/L	ANE/STREET		
III ki	natra mohola					III saitan g	ully		
COUNTRY	•		s	TATE •		Low Providence	DISTR	ICT *	
	DIA				DELHI		• 111	NEW DELHI	
III IN									
PINCODE *	0		- L	ANDMA	RK/ADDITIONAL	INFO			1
PINCODE *	025		i		RK/ADDITIONAL	INFO ditional Info			
PINCODE • • 110	025		L		RK/ADDITIONAL Landmark/Ad	INFO ditional Info			-21
PINCODE *	025 PANSFERFE (REIVE	FR) - F VES ON	10		rk/ADDITIONAL Landmark/Ad	INFO ditional Infa.			21
PINCODE *	025 RANSFEREE (BUYE	er): • Yes On	10		rk/ADDITIONAL Landmark/Adi	INFO ditional Info			
PINCODE * PINCODE * PINCODE * 110 PINCODE * PINCODE * PINCODE * PINCODE * PINCODE * PINCODE * PINCODE *	025 RANSFEREE (BUYE	er): • • yes • n Dob	iO Country		RK/ADDITIONAL Landmark/Ad	INFO ditional Info Ownership %		Address Detail	
PINCODE * PINCODE * PINCODE * III0 PINCODE * III0 PINCODE * III0 PINCODE *	025 RANSFEREE (BUYE Gender MALE	er) :* • yes • n Dog 15/03/1995	IC Country 91	ANDMA III	RK/ADDITIONAL Landmark/Adi Mobile No 9911952619	INFO ditional Info Ownership % 100	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA	. 110025
PINCODE * PINCOD	025 RANSFEREE (BUYE Gender MALE ROR (SELLER) DE	ER) : YES N Co8 15/03/1995 ETAILS	IC Country 91	Code	RK/ADDITIONAL Landmark/Adi	INFO ditional Info Ownership X 100	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA	. 110025
PINCODE * PINCODE * PINCODE * PINCODE * III PINCODE * III PINCODE * PINCODE * P	025 RANSFEREE (BUYE Gender MALE ROR (SELLER) DE	ER): • YES • N DOB 15/03/1995 ETAILS	IC Country 91		NAME	INFO ditional Info Ownership % 100	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME	110025
PINCODE * PINCODE * PINCODE * TIL PINCODE	025 RANSFEREE (BUYE MALE ROR (SELLER) DE E * habh	ER) : YES N DoB 15/03/1995 ETAILS	IC Country 91		IRK/ADDITIONAL Landmark/Ad Mobile No 9911952619 NAME Middle Name	INFO ditional Info Ownership % 100	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME Last Name	110025
III IN PINCODE * III ARE YOU T Owner Nam VKIT ITRANSFE FIRST NAM I ris GENDER *	025 RANSFEREE (BUYE MALE MALE ROR (SELLER) DE E • habh	ER) : YES ON Cos 15/03/1995 ETAILS	IC Country 91		NAME NO *	INFO ditional Info Ownership % 100	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME Last Name E PERCENTAGE *	. 110025
III IN PINCODE * III ARE YOU T Owner Norr NKIT I TRANSFE FIRST NAM I TÎS GENDER * I MA	025 RANSFEREE (BUYE O Gender MALE ROR (SELLER) DE E • habh	ER) : • YES • N COB 15/03/1995 ETAILS	IC Country 91		NAME Notice Nore Nore Nore Nore Nore Nore Nore Nore	INFO ditional Info Ownership X 100 2955884455	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME Last Name E PERCENTAGE * 100.00	. 110025
III IN PINCODE * I III ARE YOU T Owner Norm NKIT I TRANSFE FIRST NAM I III FIRST NAM I III GENDER * I MA EMAIL ID *	025 RANSFEREE (BUYE MALE ROR (SELLER) DE E * habh	er): • yes • n Dob 15/03/1995 ETAILS	IC Country 91	ANDAAA III Code AIDDLE I AOBILE I I I I I I I I I I I I I I I I I I I	NAME National Name Name Name Name Name Name Name Name	INFO ditional Info Ownership X 100	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME Last Name E PERCENTAGE * 100.00	110025
III IN PINCODE * III III ARE YOU I Owner Nam VICIT III TRANSFE FIRST NAM III III FIRST NAM III III GENDER * III MA GENDER * III MA	025 RANSFEREE (BUYE Gender MALE ROR (SELLER) DE E • habh	ER) : YES N Cos 15/03/1995 ETAILS	IC Country 91		India(v 9 ajanta park d	INFO ditional Info. Ownership X 100 9955884455	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME Last Name E PERCENTAGE * 100.00 Enter 10 Digits PAN No.	. 110025
III IN PINCODE * IIIC ARE YOU I Owner Norr NKIT ITRANSFE FIRST NAM ERST NAM EMAIL ID * IIIC IIIC IIIC IIIC	025 RANSFEREE (BUYE O Gender MALE ROR (SELLER) DE E • habh	ER) : • YES • N Co8 15/03/1995 ETAILS	10 Country 91	ANDMA III Code MIDDLE I AOBILE I III I AOBILE I IIII I AOBILE I IIII I AOBILE I IIII I AOBILE I IIII I AOBILE I IIII I AOBILE I AO	NAME Note: N	INFO ditional Info Ownership X 100 0955884455 elhi OF FY)	25154 REYTR	Address Detail Y AHDGG SOUTH EAST DELHI INDIA NAME Last Name E PERCENTAGE * 100.00 Enter 10 Digits PAN No.	. 110025

(SCR-38)

R-e-Change of name		v2.0 – Citizen In
		ADD OWNER*
FROPERTY DETAILS TO BE TRANSFER (FLOOR/VACANT LAND /FLATS ETC	DETAILS)	
PROPERTY TYPE *		
III Constructed		
E FLOOR(S) DETAILS		
FLOOR NO.*		
# GROUND FLOOR -		
		ADD FLOOR*
E APPLICATION FEE (IN RS.)		
APPLICATION FEE *		
11100 Itio0		
UPLOAD OWNERS/PROPERTY PHOTOS		
2MB)	GE Farmer, Maxistre	1
III. [Chantel First] No file chasen		1
UPLOAD PROPERTY PHOTO * (Format Should Be in JPEG, JPG, FNG Cr 0	SIF Format: Mail Size 2MB))
I CONTRACTOR INC. NO NO CLOSER		2
	and to all	
UPLOAD DOCUMENTS (In PDF Format And The Size Should Be Less That	m (MB) 🛛 Sample Documents	
INDEMNITY BOND ON R5300/- STAMP PAPER	Choose File No file chosen	View Uplooded
(DULY NO (ARIZED) * DEATH CERTIFICATE OF PREVIOUS OWNER IF	Choose File No file chosen	View Uplooded
APPLICABLE *		Document
AFFIDAVIT REGARDING DUES/CLEARANCE OF UP- TO-DATE OF PROPERTY TAX-ANNEXURE-F *	Choose File No file chosen	Document
OTHERS SUPPORTING DOCUMENTS Choose File No fla chosen	View Uploaded	
COMPLETE CHAIN OF OWNERSHIP DOCUMENTS *	Choose File No file chosen	View Uploaded
	Charles File No. So. chores	Document Mew Unloaded
ATTESTED BY NOTARY *	CONSIGNATION INCOMESTIC	Document
ID-PROOF OF APPLICANT *	Choose File No file chosen	View Uploaded Document
DECLARATION		
I hereby declare that submitted information & uploaded document	s are correct as per my knowledge, in ca	se found incorrect or invalid, I
esponsible to face consequences thereof, and my request may be rej	ected.	
E REMARK 1		
EMARK *(Max Length 250 Chors)		
Plequi Enter Remon		
Pledail Enter Remark		
Pladoil Enter Remonk		PREVIEW
Pladail Enter Esmank	5CR-39)	PREVIEW

1) Citizen can download the Closure letter by clicking on "Download The Closer Letter"



Municipal Corporation of Delhi ASSESSMENT & COLLECTION DEPARTMENT RK Puram, Sector-9 (Near Sangam Cinema) New Delhi-110022

SOUTH ZONE

Ref No:-1569251772

Date :-19-04-2023

To,

test notice (Share 100%) 155Chittaranjan Park, CHITTRANJAN PARK, SZ, New Delhi,110025

Subject: Closure letter for e-change of name application.(1517056800).

Dear Sir/Madam,

Your Application No. **1517056800** for e-Mutation of property w.r.t. (UPIC:158265900218800, Address: 155Chittaranjan Park, CHITTRANJAN PARK, SZ, New Delhi,110025) is closed due to following reasons :

Reason of Rejection:

1) Incorrect Ward/Zone/Colony

Remarks: Please select your correct colony.

Your's faithfully,

OFFICE ATTENDANT

Note: This is a computer generated-certificate hence a signature is not required.

(SCR-40)

Once the citizen submit their response then new application number will appear in citizen dashboard

OW T	· mines						BOARCH .	
1.mil	UNC:	 Property Type 	6 Owner Type: 1	Owner Statist	Allbus	I Putter I	Ingineed On 1	Action
	thankininining.	Mandah/SAL	INDIVIDUAL.	rahapit.	Internation Second	highliniad	301/3(2020	-
	03077890009800	NERCENTAL	merversal,	methy type	4-40, Aprily approximate term	Population	03/13/3022	-
	180094880088200	103089546	INCOMPANY.	sense.	As \$2 years ranges think black	Teprorati	04702022	-

(SCR-41)

8. Rejection of Application

An Assessing Official may reject the application if he/she finds some wrong or suppressed information.

woil	0 + ENTRES								\$EARCH	200	
8.Mp	une	Application No.	Colong		Esse	Generates 1	Provinces Centrer Fulter	E Date of Application	Austration States		Autor
P	058040110000000	ITD4588840	Anna Nagar	- 11	CENTRAL ZONE	rehite to	9,51	10001-02021	Application Rejected		+ ACTUMN
		 in install constraints							(a)		THE OWNER WATER

(SCR-42)

In such cases, the citizen has to perform the following steps:

1) Click on the Actions button followed by "Application Rejected"

					Y	OUR APPLIED MUT	ATIC	IN DETAILS ARE SI	но	WH BELOW (USE THEM T	O PAY FEE)				
HOW 1	N - SHTREE												SEARCH		
LNO	unc	٠	Application No. #	Colory	٠	Jone 1		Owner nome		Previous Owner name 1	Close of Application 1	Appa	cuttion Status		Action
1.	1542355010326701		attaiwayer	south car (Nost)		CINTRA: 20NE		rishets		hidebal	10/04/2223	Applement Rejected	III View Bulkmithed Sorm		1403046
2	04956/06660208		1077682828	Among tatis		Head Quarter		until juri, sintà		alata	34/08/2018	bielickency Nectline		_	1000
3	000000000000000000000000000000000000000		349031395	PANCHSHETL 2008		Head Querter		menete .		m.	13/04/2023	e Charge of sur-	111 Download Rejacitor Late	·	- ACTORNE
4	000170160001000		108575940	AMEMINE VILLAGE		NALIOFGARH 2014		datr/m(1);cog)		opitiggte	08/9-402020	Processing Fea Real	#Reapply for e-Change Of I	1978	Account



2) After clicking on the **Application Rejected** link, the citizen can download the rejection letter in which Rejection Reason is mentioned.

PTR-e-Change of name

1.44	
Muni	icipal Corporation of Delhi
ASSESSME	NT & COLLECTION DEPARTMENT
MC Primary Schoo	l, Sanwal Nagar, Sadiq Nagar, New Delhi-110049
तमतो मा व्यविश्वम्	CENTRAL ZONE
	\bigcirc
Ref No. : 1159753629	Date :-19-04-2023
То,	se
rishab (Share 100%)	
57455SOUTH EXT (NDSE), KOTLA MUBARAK PU	R, CNZ, New Selft 110049
Sub: E-change of Name Application Reject	ion Le res
Dear Sir/Madam,	2 /
Reason of Rejection :Refer	
ae.	Your's faithfully,
	OFFICE ATTENDANT
YU	
Master This is a superstant response of the	 -certificate hence; a signature is not required.
Note: 1 ms is a computer generated	
Note: 1 ms is a computer generated	

3) Citizens can re-apply for e-Mutation by clicking on the "Reapply for e-Change of name" link.

					YC	OUR APPLIED MUT	ATIO	N DETAILS ARE SHO	INN BELOW (USE THEM T	O PAY FEE)			
HOW	a winner											SEARCH	
LNO	unc		Application No. 🕴	Catory		Lone		Owner norme II	Previous Owner name 1	Claim of Application 1	Appa	nation Status 🕴	Action
ł	1582255000308700	-82	telezzet	SOUTH CET (NOSE)		CENTRAL ZONE		rishett	hiduba	10/04/2223	Applement Rejected	III View Bulkmitted Sorm	1 403046
2	0455500000208	10	77682828	Amolda (1,41%)		Head Quarter		intia join, siana	algig	34/08/2018	believery heathing		-
3	0000000000000	184	0031395	PMMCHSHETL VHURP		Head Quarter		minuters .	rin.	13/04/2033	e Charge of ran	III Downlood Rejection Jattar	0.004
4	008175260033800	138	8575940	AND WHAT VILLAGE		NALISFOARH 20NE		anyn(tyog)	opitiggte	08/04/02020	Processing Fee Real	#Reappy for a Change Of Isana	1000



4) Citizen has to "Apply for e-Change of name" again (Please refer to SCR-19)

9. Approval of e-Change of name Certificate

 Once the application is approved by the Assessing Officer, the status of the application will become Approved, and the e-Change of name Certificate become available for Download at the citizendashboard.

HOW .	10 - ENTRIES									SEARCH: 994	
5.969	und (Application No.	Colomy	4	Zone	Owner name	٠	Previous Owner	Date of Application	Application Status	Action
1	190425250556780	1350405984	Chittaranjan Park		SOUTHZONE	sahil sharma		deepak , r tyagi	17/11/2021	DC Verify Payment Status	NOTION
-				-		1				CE Download Mutation Certificate	

(SCR-45)

2) A Sample e-Change of name certificate is shown below:

MUNICIPAL CORPORATION OF DELHI ASSESSMENT & COLLECTION DEPARTMENT Head Quarter, 20th Floor Dr. Shyama Prasad Mukherjee Civic Centre, Jawahar Lal Nehru Marg, Minto Road, New Delhi-110002 Head Quarter Reg. No.: 1149031395/UPIC No.:[0130660S0002200] Date: 13-04-2023 Sh./Smt./M/s rishabh (Share 100%) A-57 ram nagar loni road street nio 12PANCHSHEEL VIHAR, CHIRAG DELHI, New Delhi 110032 Subject: E-Change of Name of Tax payer(s) in property tax assessment record i of Property Address: A-57 ram nagar loni road street nio 12PANCUSHEEL VI IRAG DELHI, New Delhi, 110032 ngjkdfhgjhdfjkghfjkhgjkdfgjfhjgdfjkhgjkdhkjghdkjfhgjd ngjkbfkdghfdk Dear Sir/Madam, This change of name is granted in pursuance to the provision of Se the DMC Act 1957, as amended pecified hereinabove, subject to the from time to time and is valid only for the person (s) and prop following conditions: This change of name has been allowed on the bas ocuments filed by the taxpayer. At a later date, 1. in case, it is found that the documents/facts submitted are suppressed/or not genuine or any information is concealed therefrom/or by misrepresentation/or fraud / or any dispute of ownership etc., this shall be treated as invalid and the same will be fanceled automatically. If so, the property shall revert in the name of previous owner. The applicant liable to indemnify the Corporation for the losses, cost and al Corporation of Delhi. expenses etc., if suffered by 2 This change in name nly for the limited purpose of payment of property tax of the MCD, date tax dues, if any, and shall not confer/devolve any legal title or subject to cleara ownership ises on this property/premises after this name change due to creation of any 3 any ta nd, disposal of pending proposal(s) u/s 126 of DMC Act 1957/123 D of DMC additiona (Amandmen) Act, 2002, or due to any calculation mistake(s) etc., the tax liability shall be payable by the r as agreed to in the Indemnity Bond. change of name shall not be treated as valid if the property has been constructed on a land belonging to any Goy. Agency/DDA/MCD of which tax payer is not the lessee/licensee, and if any dispute arises in future, the property will automatically will go in the name of previous owner (s) without any notice. OFFICE ATTENDANT Note: This is a computer generated-certificate hence; a signature is not required. Apr 13, 2023, 3:30 PM (SCR-46)

Once the mutation is done and the property is transferred in the name of the new owner in municipal records, then the new owner is advised to get the UPIC transferred in his/her name.

10. Annexure "A"

List of documents required as per Nature of e-Change of name:

Nature of e-Change of name	List of Documents (In PDF) ** Maximum Limit of each document size is 2 MB
For all types	General Documents
	1. Applicant(s) photo
	2. Property Photo
	3. ID Proof of applicant (s)
1. Registered Sale	1. Indemnity Bond on Rs. 100/- stamp paper (duly
Deed/Registered Agreement to Sale/ Conveyance Deed by land	notarized).
owning agency/Registered Gift	2. Receipts of upto date payment of property tax
Deed:	3. Death certificate of previous owner, if applicable
	4. Complete chain of ownership documents
	5. Affidavit on Rs. 10/- stamp paper (duly notarized).
2.1 Inherent in case of death	1. Affidavit on Rs. 10/- stamp paper (duly notarized), with
Where Registered Will is available	a confirmation that this is the only will or the last will of
	the previous owner & never has been changed at any
	point of time and there is no court case is pending before
	any court of law
	2. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	3. Death certificate of previous owner
	4. Copy of Registered Will
	5. Receipts of upto date payment of property tax
	6. Complete chain of ownership documents
2.2 (a) Inherent in case of death	1. Affidavit on Rs. 10/- stamp paper (duly notarized), with a
Where Un-Registered Will is	confirmation that this is the only will or the last will of
available (only for legal heir)	the previous owner and there is no court case is pending
	before any court of law

	2. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	3. Death certificate of previous owner
	4. Copy of Un-registered Will
	5. Surviving Member Certificate
	 Receipts of upto date payment of property tax Complete chain of ownership documents
2.2 (b) Inherent in case of death	1. Affidavit on Rs. 10/- stamp paper (duly notarized), with a
available (more than one legal	confirmation that this is the only will or the last will of the
heirs & only one of them applied	previous owner and there is no court case is pending
for mutation,	before any court of law
	2. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	3. Death certificate of previous owner
	4. Copy of Un-registered Will
	5. Surviving Member Certificate (SMC)
	6. No Objection Certificate from other legal heirs along with
	photo ID proof
	7. Receipts of upto date payment of property tax
	8. Complete chain of ownership documents
	9. Affidavit ID Proof of applicant(s)
2.2 (c) Inherent in case of death	1. Affidavit on Rs. 10/- stamp paper (duly notarized), with a
available (more than one legal	confirmation that this is the only will or the last will of the
heir & all applied for mutation)	previous owner and there is no court case is pending
	before any court of law
	2. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	3. Death certificate of previous owner
	4. Copy of Un-registered Will
	5. Surviving Member Certificate (SMC)
	6. Receipts of upto date payment of property tax
	7. Complete chain of ownership documents
	8. Affidavit ID Proof of applicant(s)
.3 (a) In case of Non execution	1. Affidavit on Rs. 10/- stamp paper (duly notarized) with a
of Will by the deceased	confirmation that the previous owner has not left any Will.
(single legal heir)	

-e-Change of name	v2.0 – Citizen Inte
	2. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	3. Death certificate of previous owner
	4. Surviving Member Certificate (SMC)
	5. Receipts of upto date payment of property tax
	6. Complete chain of ownership documents
	ID Proof of applicant(s)
2.3 (b) In case of Non execution	1. Affidavit on Rs. 10/- stamp paper (duly notarized), with a
of Will by the deceased (if more	confirmation that the previous owner has not left any Will
than one legal heir & all applied	2. Indemnity Bond on Rs. 100/- stamp paper (duly
for mutation)	notarized).
	3. Death certificate of previous owner
	4. Surviving Member Certificate (SMC)
	5. Receipts of upto date payment of property tax
	6. Complete chain of ownership documents
2.3 (c) In case of Non execution	1. Affidavit on Rs. 10/- stamp paper (duly notarized).
of Will by the deceased (If more	2. Indemnity Bond on Rs. 100/- stamp paper (duly
than one legal heir & only one of	notarized).
them applied for mutation)	3. Death certificate of previous owner
	4. Surviving Member Certificate (SMC)
	5. Succession Certificate/Letter of Administration
	6. Receipts of upto date payment of property tax
	7. Complete chain of ownership documents
3.(a)Cases of Registered	1. Transfer Duty, if not paid- In case of Registered
Relinquishment Deed/Release	2. Relinquishment Deed with consideration (death and other
Deed/Exchange Deed(Registered	cases)
Relinquishment Deed)	3. Affidavit on Rs. 10/- stamp paper (duly notarized).
	4. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	5. Receipts of upto date payment of property tax
	6. Death certificate, if applicable
	7. Complete chain of ownership documents
3. (b) Cases of Registered	1. Transfer Duty, if not paid - In case of Registered Release
Relinquishment Deed/Release	Deed/Exchange Deed with or without consideration
	2 Affidavition Rs 10/- stamp paper (duly potarized)

Deed(Registered Release	3. Indemnity Bond on Rs. 100/- stamp paper (duly
Deed/Exchange Deed)	notarized).
	4. Receipts of upto date payment of property tax
	5. Transfer Duty, if not paid
	6. Death certificate, if applicable
	7. Complete chain of ownership documents
4.Registered Partition	1. Transfer Duty, if not paid - In case of Registered Partition
Deed/Family Settlement	Deed/Family Settlement Agreement with consideration
Agreement	2. Affidavit on Rs. 10/- stamp paper (duly notarized).
	3. Indemnity Bond on Rs. 100/- stamp paper (duly
	notarized).
	4. Receipts of upto date payment of property tax
	5. Transfer Duty, if not paid
	6. Death certificate, if applicable
	8. Complete chain of ownership documents
5. Court Orders/Court	1. Affidavit on Rs. 10/- stamp paper (duly notarized).
Decree/Amalgamation/Demerger	2. Indemnity Bond on Rs. 100/- stamp paper (duly
order	notarized).
	3. Receipts of upto date payment of property tax
	4. Complete chain of ownership documents
	5. ID Proof of applicant
	6. Transfer Duty - May be raised as per court order.
	7. Copy of the Court order

-----End of Document-----