

# **User Manual on IT-Automation For Himachal Pradesh Urban Development Department**



# IT-Automation HPUD Portal

## Revision History

Date	Version	Description	Author
27-Sept-2017	1.0	User Manual	Amitashree Mallick

# **HPUD Portal USER MANUAL for Website**

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# 1. Website Portal

## 1.1 Getting Started With Website Portal

To start using the website portal, enter the valid website address in the browser to view the following.



Home Page of HPUD:

In the above displayed HPUD Home page:

Click on the individual **FORM** link if new user to apply different forms for planning permission.

Click on the **LOGIN** link to view status and apply forms for existing users.

Click on the **OFFICER LOGIN** link page will redirect to Administrative login screen.

Click on **CHECK STATUS** link to know your application status by entering the reference number.

On clicking on **LOGIN** link, the user can view the following page:

The screenshot displays a login interface with three main sections. The leftmost section, titled 'PRIVATE PROFESSIONAL', is highlighted with a red rectangular border. It contains input fields for 'User Name', 'Password', and a 'Captcha' (showing 'PZWFU'), followed by an orange 'Login' button. The middle section, titled 'NEW USER', lists three application forms: 'Form of application for permission of Development of Land / Construction of Building. (Form - 12)', 'Form of application for permission of sub-division / development of land. (Form - 11)', and 'Form Application for composition of offences under section 39-C read with sub-section (3) of section (Form - 26)'. Each form has an 'Apply Now' link. Below these is a note about registered citizens applying for NOC of water, electricity, and sewerage, also with an 'Apply Now' link. The rightmost section, titled 'CITIZEN & OTHER', contains input fields for 'User Name', 'Password', and a 'Captcha' (showing 'EGZNB'), followed by an orange 'Login' button and a link for 'Forgot Password ? Back to login ?'.

In this Page two sections are displayed:

Private Professionals:

- User can click on **PRIVATE PROFESSIONALS** to login as private professionals.
- Already registered empanelled private professionals can only login to view dashboard.
- User can click on **CITIZENS** to login as citizen.
- Already registered user can login to view dashboard.

On clicking on respective user type, the user can view the following page:

The image shows a web portal interface. On the left, under the heading 'NEW USER' with a person icon, there are three registration options, each with an 'Apply Now' button:

- Form of application for permission of Development of Land / Construction of Building. (Form - 12)
- Form of application for permission of sub-division / development of land. (Form - 11)
- Form Application for composition of offences under section 39-C read with sub-section (3) of section (Form - 26)

Below these is a link for 'Registered citizen user may apply for NOC of water, Electricity and sewerage.' with an 'Apply Now' button.

On the right, a blue box with a red border contains the 'CITIZEN & OTHER' login section, featuring a person icon and the following fields:

- User Name
- Password
- Captcha (displaying 'EGZNB' with a refresh icon)
- Login button
- Forgot Password ? Back to login ?

After login user will view dashboard.

On clicking **ONLINE SERVICES** user will view list of forms.

## 1.2 Form-11

### 1.2.1 Apply Form-11

The purpose of applying this form is to get permission of sub-Division/development of land.

This form can be applied by empanelled private professional from their dashboard on clicking **Online Services** and then Apply button of Form-11.



# Urban Development Department

Government of Himachal Pradesh

[Online Service](#)[Online Help](#)[Fee Calculator](#)[Home](#) > [Form List](#)

Sad



0



✓ Form of application for permission. **Form - 11** ([See Rule 35\(1\)](#))

[Apply](#)

✓ Form of application for permission of Development of Land / Construction of Building. **Form - 12** ([See Rule 16\(1\)](#))

[Apply](#)

✓ Form Application for composition of offences under section 39-C read with sub-section (3) of section **Form - 26** ([See Rule 35\(1\)](#))

[Apply](#)



Form-11
Sad

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977) for sub-division / development of land.


Applicant Information
Private Professional Information
Checklist to be filled
Documents
(\*) Indicates Mandatory Field

Proposed Construction Location
District : --Select-- \*
ULB : --Select-- \*
Ward : --Select--

Applicant Information

Applicant Name *	Guardian Name *	Applicant Mobile No. *	Aadhaar No.	Co-sharer's (if any)
Mr. <input type="text"/>	S/o <input type="text"/>	+91 <input type="text"/>	<input type="text"/>	<input type="button" value="Upload"/>

Contact Information
Email ID :  \*



Upload
jpg/jpeg/png/gif file only max size 1 MB \*

Private Prof. Mobile No. :  \*

Correspondence Address
Name : Mr.  \*
Guardian Name : S/o  \*
State : Himachal Pradesh \*
District : --Select-- \*
Tehsil : --Select-- \*
Town/Village/Ward :  \*
Address :  \*
PIN :  \*

Permanent Address
☐ Same as Corr. Address
Name : Mr.  \*
Guardian Name : S/o  \*
State : Himachal Pradesh \*
District : --Select-- \*
Tehsil : --Select-- \*
Town/Village/Ward :  \*
Address :  \*
PIN :  \*

Description of Land Proposed for Subdivision/Development of Land

Mohal/Muzaa/Phati : <input type="text"/> *	Khata No. : <input type="text"/>
Khatuni No. : <input type="text"/>	Latitude/Longitude : <input type="text"/> <input type="button" value="Location"/>
Khasra No. : <input type="text"/> *	Area (sq.m) : <input type="text"/> <input type="button" value="Area"/>
Total Plot Area(sq.m) : <input type="text"/> *	No. of Plot : <input type="text"/> *
Property Type : <input type="radio"/> Govt. <input checked="" type="radio"/> Private	Use Type : --Select-- *

Details of plot after subdivision
Whether Change of Land use Involved : ☐ Yes ☒ No

Prev
Save As Draft
Next
Reset

In the **Proposed Construction Location** Section-

Select district from the drop down box.

Select ULB from the drop down box.

Select Ward from the drop down

box. In the **Applicant Information** Section-

Enter Applicant Name.

Enter Applicant Guardian Name.

Enter Mobile No.

Enter Aadhaar No.

In the **Contact Information** Section-

Enter email Id.

Enter Private Professional Mobile No.

Upload Applicant Photo

Enter Correspondence and Permanent Name

Enter Correspondence and Permanent Guardian Name

Select Correspondence and Permanent State from the dropdown box

Select Correspondence and Permanent District from the dropdown box




Enter Correspondence and Permanent Ward Name

Enter Correspondence and Permanent Address

Enter Correspondence and Permanent PIN Code

If Correspondence and permanent address are same then click on “**Same as Corr. Address**”.

User will enter the **Description of land proposed for sub-Division/development of land proposed:**

Description of Land Proposed for Subdivision/Development of Land			
Mohal/Muzza/Phati	:	<input type="text"/>	*
Khata No.	:	<input type="text"/>	
Khatuni No.	:	<input type="text"/>	
Khasra No.	:	<input type="text"/>	*
Latitude/Longitude	:	<input type="text"/>	
Area (sq.m)	:	<input type="text"/>	 *
Total Plot Area(sq.m)	:	<input type="text"/>	*
No. of Plot	:	<input type="text"/>	*
Property Type	:	<input type="radio"/> Govt. <input checked="" type="radio"/> Private	
Use Type	:	<input type="text" value="--Select-"/> 	*

Enter the Mohal/Muzza/Phati No.

Enter the Khata No, Khatuni No.

Select the Latitude/Longitude dimension.

Enter Khasra No.and Area

The Total Plot Area is calculated.

Enter the figure for the number of plots.

Choose the Property Type, either Govt. or Private.

Select the Use Type of the respective land.

#### In **Details of plot after subdivision**

Select whether Change of land-use is involved.

Select Type of CLU

Enter the plot details such as Plot No., Plot Area select the Type of land Development. Here the user can either Add or remove the records.

There are three enable button Save As Draft, Next, Reset.

User can click on Save As draft to save the data in application and your application is in draft stage.

Click on reset button to clear all data.

User can click on **Next** button to Continue the application.

On clicking Next, the user is redirected to the following screen:

Form-11 Sad

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977) for sub-division / development of land.

Applicant Information Private Professional Information Checklist to be filled Documents

Private Professional Information

Registration No. : RP0268/2016 \* Name : Aarav Sharma \*

Class : A Plan Submission Date : 20-09-2017

Address : SBSM Complex  
Vill.Kufridhar,P.O.Ghanahatti  
Shimla, Town/Village-Ghanahatti, Dist-Shimla, State-Himachal Pradesh, PIN-171014 \*

Maximum 250 characters

Documents / Maps

Jamabandi Document : Choose File No file chosen ✓ (pdf/zip file only and Max file Size 30 MB) \*

Conveyance deed : Choose File No file chosen ✓ (pdf/zip file only and Max file Size 30 MB) \*

Demarcation report : Choose File No file chosen ✓ (pdf/zip file only and Max file Size 30 MB) \*

Tatima Document : Choose File No file chosen ✓ (pdf/zip file only and Max file Size 30 MB) \*

Location Plan : Choose File No file chosen ✓ (pdf/zip file only and Max file Size 30 MB) \*

Site Plan : Choose File No file chosen ✓ (pdf/zip file only and Max file Size 30 MB) \*

Proposed Consolidated Map 1(Note :- " Upload the proposed consolidated map in Portrait Orientation") : Choose File No file chosen ✓ (pdf file only and Max file Size 30 MB) \*

Prev Save As Draft Next Reset

In this section user will enter the **Private professional information**:

Enter the registration No. in the text box then all other information will be auto-filled.

User will upload different documents like Jamabandi document, conveyance deed etc.

There are three enable button **Save As Draft**, Next, Reset.

User can click on Save As draft to save the data in application and your application is in draft stage.

Click on reset button to clear all data.

Click the **Next** button to get redirected to the Checklist page.

In this section fill the checklist data as per the regulations.

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Then click on the Next button to view the following Document upload screen:

Form-11 Sad

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977) for sub-division / development of land.

Applicant Information Private Professional Information Checklist to be filled Documents

Other Documents

Any other NOC if required : Choose File No file chosen ✓  
(pdf/zip file only and Max file Size 30 MB)

Affidavit regarding Surrender of Path if required : Choose File No file chosen ✓  
(pdf/zip file only and Max file Size 10 MB)

Any other Affidavit if required : Choose File No file chosen ✓  
(pdf/zip file only and Max file Size 10 MB)

Weather Agriculturist Himachali : ☒ Yes ☐ No

Upload Signature

Choose File No file chosen ✓  
(jpg/jpeg/png/gif file only and Max file Size 1 MB)

Prev Save As Draft Finish Reset

In this section, the user will

Upload different documents like any other NOC if required, affidavit regarding surrender of path etc.

Upload Signature.

After entering all required information user will click on the **Save As Draft** to save the data in the application and in draft mode or can click on the **Finish** button to continue.

- If User will click on Finish button then page will redirect to the Form-11 preview page shown below.

## FORM-11

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977) for sub-division / development of land.

## Applicant Information

SL#	Applicant Name	Guardian Name	Applicant Mobile No.	Aadhaar No.
1	Mr. Amitashree Mallick	S/o A K Mallick	9132857694	888888888888



Email ID : amitashree.mallick@csmpil.com  
Private Prof. Mobile No. : 9132857694

## Address Details

Correspondence Address		Permanent Address	
Name	: Mr. Amitashree Mallick	Name	: Mr. Amitashree Mallick
Guardian Name	: S/o A K Mallick	Guardian Name	: S/o A K Mallick
State	: Himachal Pradesh	State	: Himachal Pradesh
District	: Solan	District	: Solan
Tehsil	: Arki	Tehsil	: Arki
Town/Village/Ward	: Ward1	Town/Village/Ward	: Ward1
Address	: R Colony, HP	Address	: R Colony, HP
PIN	: 763131	PIN	: 763131

## Description of Land Proposed for Subdivision/Development of Land

Revenue Village/Mohal	: 9221	Khata No	: 123
Khatuni No.	: 1	Area (sq.m)	: 200.00
Khasra No	: 12	No. of plot	: 1
Total Plot Area(sq.m)	: 200.00	ULB	: Municipal Council Solan
District	: Solan	Property Type	: Private Property
Ward	: 2-Railway Station	Use Type	: Residential
Map Location	: --		

## Details of plot after subdivision

Whether Change of Land use Involved	: No	Type of CLU Involved	: --
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## Private Professional Information

Name	: aarav.sharma	Registration No	: RPO268/2016
Class	: A	Plan Date	: 20-09-2017
Address	SBSM Complex Vill,Kufridhar,P.O.Ghanahatti Shimla, Town/Village-Ghanahatti, Dist-Shimla, State-Himachal Pradesh, PIN-171014		

## Documents / Maps

Jamabandi document	:	Conveyance deed	:
Demarcation report	:	Tatima document	:
Location Plan	:	Site Plan	:
Proposed Consolidated Map 1	:		

## Checklist to be filled

Sl#	Description	As per regulations	As proposed	Remarks
1	Total Area of land	2500 (Maximum)	200	
2	Ownership & Revenue documents	Required	Submitted	
3	<b>Minimum of Access Required</b> Width of Vehicular access	5 (Minimum)	5	
4	<b>Area for Basic Ammenties</b> Minimum Area of Soakpit	10.00 (Minimum)	20	
5	Distance from Motorable Road	--	4	
6	Width of existing path/road to the proposed land	--	2	
7	Gradient of plot (Degree)	45 (Minimum)	45	
8	Provision of Rain water Harvesting Tank	Required @ 20ltr per roof top area	1	
9	Whether proposed site is located nearby ASI Protected monument	NOC from the competent authority		
10	Whether any HT/LT Line, crossing over the proposed land	NOC from HPSEB		
11	<b>Whether trees are standing on plot</b> No. of trees Distance of tree from proposed development if not to be cut Whether Permission of Competent authority for cutting of trees <b>Whether plot is Abutting to Forest Boundary</b> Distance from Forest Boundary	1 (Minimum) 2 (Minimum) NOC from Forest Department 2 (Minimum)	1 2  5	
12	Whether plot is Directly abutting with National highway/State Highway/Bye-pass/Other H.P. Public Department Schedule road	NOC from the competent authority accordingly with Site plan		
13	Whether proposed plot is abutting to natural drainage Distance from Nullah Distance from Khud	5 (Minimum) 10 (Minimum)	5 10	
14	Whether any Pipeline/Sewerage line crossing or passing through the plot	NOC from the competent authority		
15	Any other information		No	

## Other Documents

Any other NOC	:
Affidavit regarding Surrender of Path	:
Any other Affidavit	:
Weather Agriculturist Himachali	: Yes

## Declaration

☒ I/we hereby declare that there is no court case on this property and the facts and contents stated above are true to the best of my/ our knowledge and belief.

Modify

Confirm



In this page user can view the application preview if any modification required then click on modify button then modify the required changes then click on the update button to update it in application.

Then again the page will redirect to preview page

Then click on the **declaration** check box and confirm button to confirm your application.

When user will click on the Confirm button page will redirect to the payment page with the amount and reference number.

When user will click on the modify button then modify application or **Pay** button page which will redirect to HDFC payment gateway where user enters bank details and confirms payment.

On successful payment user is redirected to the confirmation page with the confirmation message and reference number.

Home > Payment Summary

Your Application Reference No : 01201700003

Payment Summary	
Application Fee	₹ 4200.00
Processing Fee	₹ 11.00
e-Charges (2.00 %)	₹ 84.22
Total Payment Amount	₹ 4,295.22

Payment Mode : ☒ Online

ModifyPay




Now user can know the **approval status** of your application using the reference number.

Once the application is approved user can get an e-mail and SMS of your user Id and Password to **login** to user dashboard.

Now user can know the approval status of your application using the reference number.

Home > Application Status

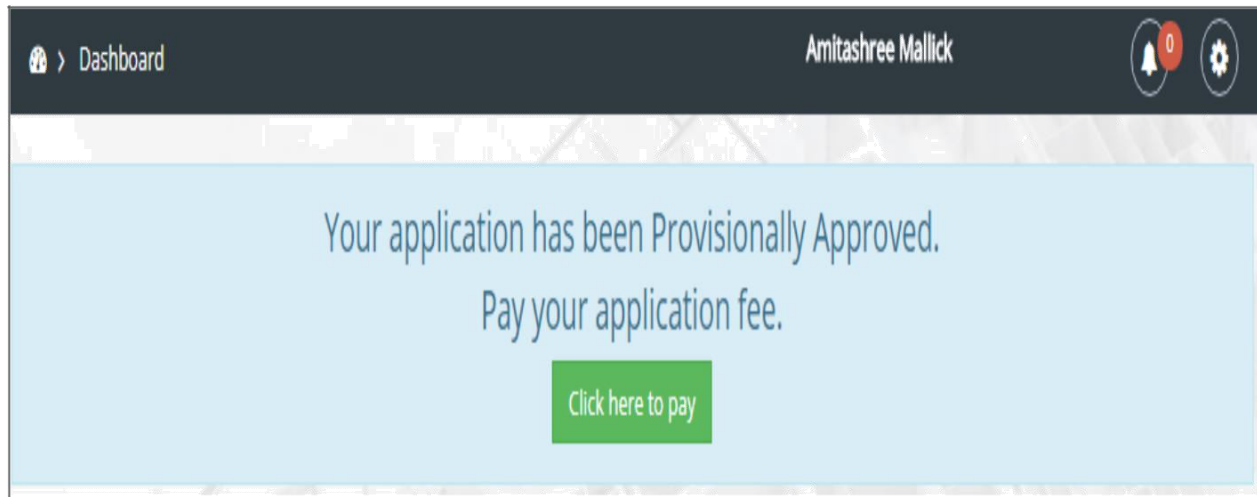
Reference No.	: 01201700002			
Applicant Name	: Amitashree Mallick			
Mobile No.	: 9132857694	Email Id	: amitashree.mallick@csmpl.com	
Form Name	: Form - 11	Applied on	: 20-Sep-2017	
Address	: Town/Village : Ward1, Tehsil : Arki, Dist : Solan, State : Himachal Pradesh			
ULB	: Municipal Council Solan	District	: Solan	

Your application is Under Process at Clerk, Municipal Council Solan

Stay tuned to get your approval

[← Back](#) [View Application](#) [Withdraw Application](#)

Once application is Provisionally Approved user will pay the remaining fees by logging into account using mailed User id and Password.



After login to the account the above page will be shown.

Then click on **Click here to pay** button to pay the application fee. Then the page will redirect to make payment screen.

FORM-11

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977) for sub-division / development of land.

**Applicant Information**

<b>Applicant Name</b>	<b>Guardian name</b>	<b>Applicant Mobile No.</b>	<b>Aadhaar No.</b>
Mr. Amita	S/o A K Mallick	9132857694	888888888888

Email ID : amitchres.mallick@csmpil.com  
 Private Prof. Mobile No. : 9132857694

Reference No. : 01201700003

**Address Details**

<b>Correspondence Address</b>	<b>Permanent Address</b>
Name : Mr. Amita	Name : Mr. Amita
Guardian Name : S/o A K Mallick	Guardian Name : S/o A K Mallick
State : Himachal Pradesh	State : Himachal Pradesh
District : Solan	District : Solan
Tehsil : Solan	Tehsil : Solan
Town/Village/Ward : Ward1	Town/Village/Ward : Ward1
Address : Hp	Address : Hp
PIN : 751015	PIN : 751015

**Description of Land Proposed for Subdivision/Development of Land**

Mohal/Muza/Phati/Up Mohal : M12 Khatuni No. : 2 Khasra No. : 3 Total Plot Area(sq.m) : 200.00 District : Solan No. of Plot : 1 Ward : 5-lower Bazar Use Type : Residential	Shata No. : 1 Area (sq.m) : 200.00 Plot Area For Sub-division/Development Activity(sq.m) : 200.00 ULS : Municipal Council Solan Property Type : Private Property Map Location : --
--	---

**Details of plot after subdivision**

Whether Change of Land use involved : No	Type of CLU involved : --
--	---------------------------

**Private Professional Information**

Name : arav sharma	Registration No. : RP0268/2016
Class : A	Plan Date : 22-09-2017
Address : 585M Complex Vill.Kufrihar,P.O.Ghanahatti Shimla, Town/Village-Ghanahatti, Dist-Shimla, State-Himachal Pradesh, PIN-171014	

**Documents / Maps**

Jamabandi document : <input checked="" type="checkbox"/>	Conveyance deed : <input checked="" type="checkbox"/>
Demarcation report/ Affidavit : <input checked="" type="checkbox"/>	Tatima document : <input checked="" type="checkbox"/>
Location Plan : <input checked="" type="checkbox"/>	Site Plan : <input checked="" type="checkbox"/>
Proposed Consolidated Map1 : <input checked="" type="checkbox"/>	

**Checklist**

Sit#	Description	As per regulations	As proposed	Remarks
1	Total Area of land	2500 (Maximum)	200	
2	Ownership & Revenue documents	Required	Submitted	
3	<b>Minimum width of access required</b>			
	Width of Vehicular access	5 (Minimum)	5	
4	<b>Area for Basic Amenities</b>			
	Minimum Area of Soakpit	10.00 (Minimum)	10	
5	Distance from Motorable Road	--	11	
6	Width of existing path/road to the proposed land	--	12	
7	Gradient of plot (Degree)	45 (Minimum)	45	
8	Provision of Rain Water Harvesting Tank	Required @ 20ltr per roof top area	21	
9	Whether proposed site is located nearby Asi Protected monument	NOC from the competent authority	<input checked="" type="checkbox"/>	
10	Whether any HT/LT Line, crossing over the proposed land	NOC from HPSEB	<input checked="" type="checkbox"/>	
11	<b>Whether trees are standing on plot</b>			
	No. of trees	1 (Minimum)	1	
	Distance of tree from proposed development if not to be cut	2 (Minimum)	2	
	Whether Permission of Competent authority for cutting of trees	NOC from Forest Department	<input checked="" type="checkbox"/>	
	<b>Whether plot is Abutting to Forest Boundary</b>			
	(Distance from Forest Boundary)	2 (Minimum)	5	
12	Whether plot is Directly abutting with National Highway/State Highway/Bypass/Other H.P. Public Department Schedule road	NOC from the competent authority along with Site plan	<input checked="" type="checkbox"/>	
13	Whether proposed plot is abutting to natural drainage			
	Distance from Nullah(Meter)	5 (Minimum)	5	
	Distance from Khud/HRL of River(Meter)	10 (Minimum)	10	
14	Whether any Pipeline/Sewerage line crossing or passing through the plot	NOC from the competent authority	<input checked="" type="checkbox"/>	
15	Any other information			

**Other Documents**

Affidavit regarding Surrender of Path if required	: <input checked="" type="checkbox"/>
Any other Document	: <input checked="" type="checkbox"/>
Description Regarding other Document	: F11OtherDoc_20170922_113655.pdf
Whether Agriculturist Himachali	: Yes
Bonafied Himachali certificate	: --
Whether belong to BPL/RDP	: No

**Payment details**

Plot No.	Plot Area (Sq M.)	Purpose	Type of land Development	Unit Price Per Sq M.	Application Fee
1	200.00	Development Plan	Development/Subdivision of Land	₹ 21.00	₹ 4,200.00
				Processing Fee	₹ 11.00
				Stacking fee	₹ 10.00
				s-Charges (96)	2.00
				<b>Total Fees</b>	<b>₹ 6,957.42</b>

**Make Payment**

Payment mode : ☒ Online

Application Fee : ₹ 2746

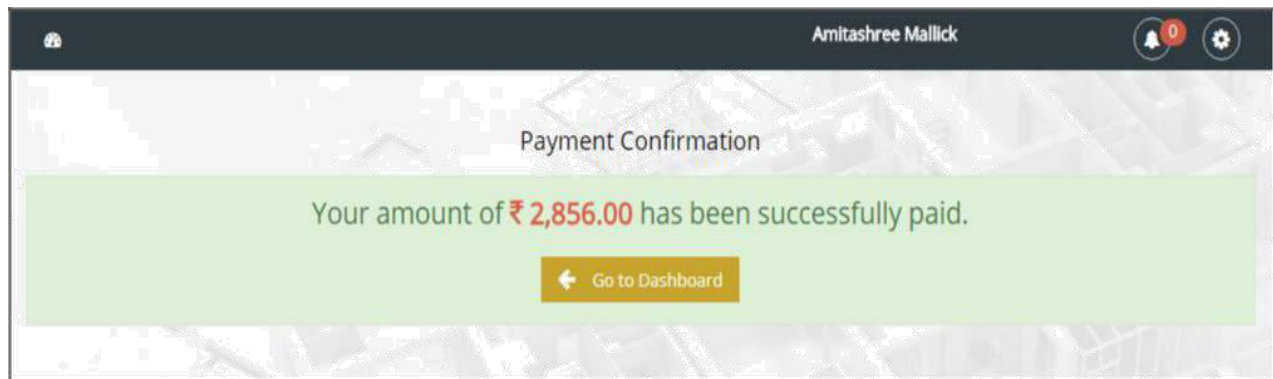
Pay Application Fee

In this page the form preview will be displayed and then go to make payment section. Here the payment details will be shown, then choose the payment mode.

Then user has to pay online. Click on Pay Application Fee to redirect to HDFC payment gateway where user can enter details and confirm payment.

User can click on back button to back to previous page.

Then click on the Confirm button and successful payment the user will be redirected to the payment confirmation page with the message shown below.



## 1.3 Form-12

### 1.3.1 Apply Form-12

The purpose of applying this form is to get permission of development of land/construction of building.

The screenshot displays the official website of the Urban Development Department, Government of Himachal Pradesh. The header includes the department's logo and name, along with navigation links for 'Online Service', 'Online Help', and 'Fee Calculator'. A dark navigation bar shows the user is logged in as 'Sad' and is viewing the 'Form List'. The main content area lists three forms available for application:

- ✓ Form of application for permission. **Form - 11** (See Rule 35(1)) [Apply]
- ✓ Form of application for permission of Development of Land / Construction of Building. **Form - 12** (See Rule 16(1)) [Apply]
- ✓ Form Application for composition of offences under section 39-C read with sub-section (3) of section **Form - 26** (See Rule 35(1)) [Apply]

This form can be applied by empanelled private professional from their dashboard on clicking **Online Services** and then Apply button of Form-12.

Home > Form-12

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Act, 1977 (Act No. 12 of 1977) for Development of Land / Construction of Building

Applicant Information Checklist to be filled Private Professional Information Documents


(\*) Indicates Mandatory Field

**Proposed Construction Location**  
District : Solan \* ULB : Municipal Council Parwanoo \* Ward : 1-Working Women Hostel \*

**Applicant Information**  

Applicant Name *	Guardian Name *	Applicant Mobile No. *	Aadhaar No.	Co-sharer's (if any)
Mr. Sad	S/o Sad	+91 9976786786	888888888888	


**Contact Information**  
Email ID : amita123@gmail.com \*




Upload  
jpg/jpeg/png/gif file only max size 1 MB \*

<b>Correspondence Address</b> Name : Mr. Sad * Guardian Name : S/o Sad * State : Himachal Pradesh * District : Solan * Tehsil : Arki * Town/Village/Ward : 2 * Address : 213 * PIN : 745454 *	<b>Permanent Address</b> <input checked="" type="checkbox"/> Same as Corr. Address Name : Mr. Sad * Guardian Name : S/o Sad * State : Himachal Pradesh * District : Solan * Tehsil : Arki * Town/Village/Ward : 2 * Address : 213 * PIN : 745454 *
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**Description of Land Proposed for Development of Land/Construction of Building**  


Mohal/Muzaa/Phati : 1 *	Khata No : 3
Khatuni No : 3	Latitude/Longitude :  *
Khasra No : 3 *	Area (sq.m) : 200.00 *
Total Plot Area (sq.m) : 200.00 *	

Whether Subdivision Approved : ☐ Yes ☒ No  
Whether property is ancestral : ☒ Yes ☐ No  
Ancestral property supporting document :  No file chosen \*  
(pdf/zip file only and Max file Size 10 MB) 

Applied Land Use : Residential *	Maximum Permissible Ground Coverage (in Sq.m) : 200.00 *
Proposal Submitted for : Approval of map *	Property Type : <input type="radio"/> Govt. <input checked="" type="radio"/> Private
Type of Construction : Detached *	

**Builtup Area**  
No. of Blocks : 1 \*

**Block - 1**  

Sl#	Floor Type *	Floor Area Sq. m.*	Parking Area / Service Floor Sq. m.	Exemption	Add More
1	Ground Floor	200.00	12.00	<input type="checkbox"/>	

Prev Save As Draft Next Reset

In the **Proposed Construction Location** Section-

Select district from the drop down box.

Select ULB from the drop down box.

Select Ward from the drop down box. In the **Applicant Information** Section-

Enter Applicant Name.

Enter Applicant Guardian Name.

Enter Mobile No.

Enter Aadhaar No.

In the **Contact Information** Section-

Enter email Id.

Upload Applicant

Photo In **Address Section-**

Enter Correspondence and Permanent Name

Enter Correspondence and Permanent Guardian Name

Select Correspondence and Permanent State from the dropdown box

Select Correspondence and Permanent District from the dropdown box

Enter Correspondence and Permanent Ward Name

Enter Correspondence and Permanent Address

Enter Correspondence and Permanent PIN Code

If Correspondence and permanent addresses are same then click on "**Same as Corr. Address**".

User will enter the **Description of land proposed for development of land/ construction of building**

Enter the Mohal/Muzza/Phati No.

Enter the Khata No, Khatuni No.

Select the Latitude/Longitude dimension.



Enter Khasra No.and Area

The Total Plot Area is calculated.

Enter the figure for the number of plots.

Choose the Property Type, either Govt. or Private.

Select the Use Type of the respective land.

Description of Land Proposed for Subdivision/Development of Land			
Mohal/Muzza/Phati	:	<input type="text"/>	*
Khata No.	:	<input type="text"/>	
Khatuni No.	:	<input type="text"/>	
Khasra No.	:	<input type="text"/>	*
Total Plot Area(sq.m)	:	<input type="text"/>	*
Latitude/Longitude	:	<input type="text"/>	
Area (sq.m)	:	<input type="text"/>	
No. of Plot	:	<input type="text"/>	*
Property Type	:	<input type="radio"/> Govt. <input checked="" type="radio"/> Private	
Use Type	:	<input type="text" value="--Select-"/>	*

In **Builtup Area** section-

Enter No. of Blocks., Floor Type, Approved Floor Area, Land-use Type, Parking Area, Actual Construction, Exemption Click on add more to provide more floor details

Click on remove to remove a floor detail

Choose if exemption required

Select whether Change of land-use is involved.

Select Type of CLU

Enter the plot details such as Plot No., Plot Area select the Type of land Development. Here the user can either Add or remove the records.

There are three enable button Save As Draft, Next, Reset.

User can click on Save As draft to save the application as draft and fill later using reference number.

Click on reset button to clear all data.

User can click on Next button to Continue the application.



Click the **Next** button to get redirected to the Checklist page.

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (Beyond the limits as specified under section 30-A) of the Himachal Pradesh Act, 1977 (Act No. 12 of 1977) for Development of Land / Construction of Building

Applicant Information Checklist to be filled Private Professional Information Documents (\*) Indicates Mandatory Field

Checklist to be filled

S/N	Description	As per regulations	As proposed	Remarks	Relaxation
1	Type of Area	Other	<input checked="" type="radio"/> Other		
2	Total Plot Area (In sq.mt.)	250 (Maximum)	200.00		
3	Ownership & Revenue Documents	Required	<input checked="" type="radio"/> Submitted <input type="radio"/> Not Submitted		
4	Land-use		Residential		
5	F.A.R.	1.75	1.00		
6	Built up Area (In sq.mt.)		200.00		
7	Whether Construction Abuts with NH/SH/MDR/Other Roads Set Backs (Meter) <input type="radio"/> Yes <input checked="" type="radio"/> No				
	Front	3 (Minimum)	3		
	Rear	2 (Minimum)	2		
	Left Side	2 (Minimum)	2		
	Right Side	2 (Minimum)	2		
8	Number of Storey	NA	1		
9	Public Path/Public Road Existing at Site Existing at Site Shown in Tatima	3 meter (Minimum) Required	3 <input checked="" type="radio"/> Submitted <input type="radio"/> Not Submitted		
10	Parking Provision	Mandatory If Feasible	Y		
11	Whether any HT/LT Line Crossing over the Proposed Land <input type="radio"/> Yes <input checked="" type="radio"/> No				
12	Whether Proposed Site is Located nearby ASI Protected Monument <input type="radio"/> Yes <input checked="" type="radio"/> No				
13	Whether proposed Plan is located nearby HFL (High Flood Level) <input type="radio"/> Yes <input checked="" type="radio"/> No				
14	Forest Boundary/STP (Sewage Treatment Plant) <input type="radio"/> Yes <input checked="" type="radio"/> No Whether plot is Abutting to Forest Boundary <input type="radio"/> Yes <input checked="" type="radio"/> No	5 (Minimum)			
15	Whether plot is Directly abutting with National Highway/State Highway/Bypass/Other H.P. Public Department Schedule road <input type="radio"/> Yes <input checked="" type="radio"/> No				
16	Whether Proposed Plot is abutting to Natural Stream <input type="radio"/> Yes <input checked="" type="radio"/> No				
17	Whether any Pipeline/Sewerage line crossing or passing through the plot <input type="radio"/> Yes <input checked="" type="radio"/> No				
18	Provision of Solar Passive Building	Mandatory	Y		
19	Provision of Barrier free access for persons with disability	NA	Y		
20	Whether the Proposed Plan is above the road level on Valley Side. <input type="radio"/> Yes <input checked="" type="radio"/> No				
21	Whether proposed Plan is located in Sinking and Sliding area <input type="radio"/> Yes <input checked="" type="radio"/> No	Geological Report			
22	Rain water harvesting Tank Provision (Litres)	Required @ 20 ltr per roof top area	21		
23	Number of Dwelling Units	8 Maximum if not for sale	8		
24	Whether muck to be disposed at the dumping site of M.C.C? <input type="radio"/> Yes <input checked="" type="radio"/> No Upload Documents where muck is to be disposed	(Upload NOC Document) (Upload Affidavit Document)	Choose File No ...en Upload File only and Max file Size 10 MB Choose File No ...en Upload File only and Max file Size 10 MB		
25	Muck to be Disposed (In Cubic mt.)	250 (Minimum)	250		
26	Whether Proposed Plan have Provision of Soak Pit		<input checked="" type="radio"/> Yes <input type="radio"/> No		
27	Whether Minimum Path available on Proposed Plan <input type="radio"/> Yes <input checked="" type="radio"/> No		Choose File No ...en Upload File only and Max file Size 10 MB		
28	Risk based Classification of building Whether building with communication tower Whether proposal is for Group Housing Scheme Whether building raised on land fill Whether building raised on reclaimed land		<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No		
29	General Requirements Slope of Land (Degree) Height of Parking Floor (Meter) Height of Slopping Roof (Meter) Height of Floor (Meter) Height of Building (Meter) Maximum Hill Cut (Meter) Distance between two Blocks (Meter) Plinth Height (Meter) Height of Service Floor (Meter) Equivalent Car Space (Sq. Mt.) Buildable Width	45 (Maximum) 2.30 (Maximum) 2.50 (Maximum) 3.50 (Maximum) 21.00 (Maximum) 3.50 (Maximum) 5 (Minimum) 2 (Maximum) NA (Maximum) NA (Maximum) 5 (Minimum)	0 0 0 0 0 0 5 0 0 0 5		
30	Photograph of Site	Required	Choose File No ...en Upload File only and Max file Size 10 MB		
31	Any other Information				

Prev Save As Draft Next Revert

In this section fill the checklist data as per the regulations.

On clicking Next, the user is redirected to the following screen:

Home > Form-12

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Act, 1977 (Act No. 12 of 1977) for Development of Land / Construction of Building

Applicant Information Checklist to be filled Private Professional Information Documents (\*) Indicates Mandatory Field

**Impanel Information**

Professional Type : ☐ Govt. ☒ Private

Registration No. : RP0268/2016 \* Name : Aarav Sharma \*

Mobile No. : 9805375979 \*

Class : ☒ A Plan Submission Date : 04-09-2017

Address : SBSM Complex  
Vill.Kufridhar,P.O.Ghanahatti  
Shimla, Town/Village-Ghanahatti, Dist-Shimla, State-Himachal Pradesh, PIN-171014 \*

Certification Certificate :  No file chosen \*  
(pdf/zip file only and Max file Size 10 MB) ✓

Prev Save As Draft Next Reset

In this section user will enter **Impanel Information**:

If applicant is citizen enter the registration No. in the text box then all other information will be auto-filled. If private professional is logged in his information automatically fills.

Upload Certification certificate of professional.

Then click on the Next button to view the following **Document** upload screen:

Home > Form-12

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Act, 1977 (Act No. 12 of 1977) for Development of Land / Construction of Building

Applicant Information Checklist to be filled Private Professional Information Documents (\*) Indicates Mandatory Field

### Documents / Maps

Jamabandi Document	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓
Conveyance Deed/Sale/Lease	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓
Demarcation Report	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓
Tatima Document	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓
Location Plan	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓
Site Plan	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) *
Structural Design /Stability Certificate	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓ *
Proposed Consolidated Map1(Note :- " Upload the proposed consolidated map in Portrait Orientation")	: Choose File No file chosen	(pdf file only and Max file Size 10 MB) ✓ *
Muck Disposable Quantity Plan	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB) ✓

### Other Documents

Any other NOC if required	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB)
Affidavit regarding Surrender of Path if required	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB)
Any other Affidavit if required	: Choose File No file chosen	(pdf/zip file only and Max file Size 10 MB)
Whether Agriculturist Himachali	: <input checked="" type="radio"/> Yes <input type="radio"/> No	

### Upload Signature

Upload Signature Signature	: Choose File No file chosen	(jpg,jpeg,png,gif file only and Max file Size 1 MB) ✓ *
-------------------------------	------------------------------	---

← Prev Save As Draft Finish → Reset

In this section, the user will

Upload different documents like any other NOC if required, affidavit regarding surrender of path etc.

Upload Signature.

After entering all required information user will click on the **Save As Draft** to save the data in the application and in draft mode or can click on the **Finish** button to continue.

If User will click on Finish button then page will redirect to the Form-12 preview page shown below.

Form of application for permission under sub-section (2) of section 15-A or clause (a) of section 15 or sub-section (1) of section 30 or section 30-A (beyond the limits as specified under section 30-A) of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977) for subdivision / development of land.

#### Applicant Information

S/N	Applicant Name	Guardian Name	Applicant Mobile No.	Adhaar No.	
1	Mr. Sad	S/o Sad	9975780780	888888888888	
Email ID : amita123@gmail.com					

#### Address Details

Correspondence Address		Permanent Address	
Name	Mr. Sad	Name	Mr. Sad
Guardian Name	S/o Sad	Guardian Name	S/o Sad
State	Himachal Pradesh	State	Himachal Pradesh
District	Solan	District	Solan
Tehsil	Arni	Tehsil	Arni
Town/Village/Ward	3	Town/Village/Ward	3
Address	213	Address	213
Pin	745454	Pin	745454

#### Description of land proposed for Development of Land/Construction of Building

Morad/Muzar/Phad	1	Khata No	3
Khata No.	3	Word	1-Working Women Hostel
Area (Sq.m)	200.00	Area (Sq.m)	200.00
Whether Subdivision Approved	No	Whether Subdivision Approved	No
Property is ancestral	Yes	Ancestral property supporting document	1- [ ]
District	Solan	ULB	Municipal Council Parwanoo
Property Type	Private	Maximum Permissible Ground Coverage (in Sq.m)	200.00
Map Location	---	Proposal submitted for	Approval of map
Applied land use	Residential	Type of construction	Detached
No. of blocks	1		

#### Details of Block 1

S/N	Floor Type	Floor Area Sq. m.	Parking Area / Service Floor Sq. m.	Exemption
1	Ground Floor	200.00	12.00	No

#### Impenal Information

Name	arav sharma	Registration No.	RP0245/2016
Professional Mobile No.	9805375979	Type	Private Professional
Class	A	Plan Submission Date	04-09-2017
Address	855M Complex Vill.Kufridhar,P.O.Ghanahatti Shimla, Town/Village-Ghanahatti, Dist-Shimla, State-Himachal Pradesh, PIN-171014		
Certification Certificate	1- [ ]		

#### Checklist to be filled

S/N	Description	As per regulations	As proposed	Remarks	Relaxation
1	Type of Area	Non-Core	Other		
2	Total Plot Area (in Sq.mt.)	250 (Maximum)	200.00		
3	Ownership & Revenue documents	Required	Submitted		
4	Land-use	---	Residential		
5	F.A.R.	1.75	1.00		
6	Built up area (in Sq.mt.)	350.00	200.00		
7	Whether construction abuts with City/MDR/Other roads				
	Front	3 (Minimum)	3		
	Rear	2 (Minimum)	2		
	Left Side	2 (Minimum)	2		
	Right Side	2 (Minimum)	2		
8	Number of storey	NA	1		
9	Public path/Public road existing at site				
	Setback at site	3 meter (Minimum)	2		
	Shown in Title De	Required	Submitted		
10	Parking provision	Mandatory if Feasible	2		
11	Whether any HT/LT Line, crossing over the proposed land		No		
12	Forest Boundary/STP		No		
	Whether plot is Abutting to Forest Boundary		No		
13	Whether plot is Directly abutting with National Highway/State Highway/Bypass/Other T.P. Public Department Schedule Road		No		
14	Whether proposed plot is abutting to natural stream		No		
15	Whether any Pipeline/Sewerage line crossing or passing through the plot		No		
16	Provision of Solar Passive Building	Mandatory	Y		
17	Provision of barrier free access for persons with disability		No		
18	Whether the Proposed Plan is above the road level on Valley Side.	No			
19	Whether proposed Plan is located in Sinking and Sliding area.		No		
20	Rain water harvesting tank provision	Required @ 20 ltr per roof top area	21		
21	Number of Dwelling Units	2 Maximum if not for sale	2		
22	Whether muck to be disposed at the dumping site of M.C.C?		No		
	Upload Documents where muck is to be disposed	NOC Document	[ ]		
		Affidavit Document	[ ]		
24	Muck to be disposed (in Cubic mt.)	230 (Minimum)	230		
25	Whether minimum path available on proposed plan	(Upload affidavit of surrender of path)	[ ]		
26	Risk based Classification of building				
	Whether building with communication tower	Yes	Yes		
	Whether proposal is for Group Housing Scheme	Yes	Yes		
	Whether building raised on land fill	Yes	Yes		
	Whether building raised on reclaimed land	Yes	Yes		
27	General requirements				
	Slope of land (Degree)	45 (Maximum)	0		
	Height of parking floor (Meter)	2.30 (Maximum)	0		
	Height of slopping roof (Meter)	2.50 (Maximum)	0		
	Height of floor (Meter)	3.50 (Maximum)	0		
	Height of building (Meter)	21.00 (Maximum)	0		
	Maximum hill cut (Meter)	3.50 (Maximum)	0		
	Distance between two blocks (Meter)	5 (Minimum)	5		
	Birth height (Meter)	2 (Maximum)	0		
	Height of Service floor (Meter)	NA (Maximum)	0		
	Equivalent car space	NA (Maximum)	0		
	Buildable width	5 (Minimum)	5		
28	Photographs of site	Required	No		
29	Any other information				

#### Documents / Maps

Jamabandi Document	1- [ ]	Conveyance deed/sale/lease	1- [ ]
Demarcation report	1- [ ]	Title document	1- [ ]
Location Plan	1- [ ]	Site Plan	1- [ ]
Proposed Consolidated Map 1	1- [ ]		
Structural Design /Stability Certificate	1- [ ]	Muck disposable quantity Plan	1- [ ]

#### Other Documents

Affidavit regarding Surrender of Path	1- [ ]
Any other NOC	1- [ ]
Whether Agriculturist Himachali	1- Yes

#### Declaration

I/We hereby declare that there is no court case on this property and the facts and contents stated above are true to the best of my/ our knowledge and belief.

In this page user can view the application preview if any modification required then click on modify button then modify the required changes then click on the update button to update it in application.

Then again the page will redirect to **preview** page

Then click on the declaration check box and **confirm** button to confirm your application.

When user will click on the Confirm button page will redirect to the payment page with the amount and reference number.

When user will click on the modify button then modify application or Pay button page which will redirect to HDFC payment gateway.

On successful payment user is directed to the confirmation page with the confirmation message and reference number.

The screenshot displays a web interface for a 'Payment Summary'. At the top, a dark header bar contains the text 'Home > Payment Summary'. Below this, a light gray banner features the text 'Your Application Reference No : 02201700017' in a bold, black font. The main content area is a table with the title 'Payment Summary'. The table has five columns: 'Floor No', 'Total Area Sq. m.', 'Parking Area Sq. m.', 'Unit Price (₹)', and 'Price (₹)'. The first row of data shows 'Block- 1 Ground Floor' with a total area of 200.00, a parking area of 12.00, a unit price of ₹ 10.00, and a price of ₹ 2000.00. Below this, there is a row for 'Building Fee' with a price of ₹ 2000.00. The final row shows the 'Total Payment Amount' as ₹ 2,000.00. At the bottom of the page, there is a section for 'Payment Mode' with a radio button selected for 'Online'. Below this, there are two buttons: 'Modify' (yellow) and 'Pay' (green).

Payment Summary				
Floor No	Total Area Sq. m.	Parking Area Sq. m.	Unit Price (₹)	Price (₹)
Block- 1 Ground Floor	200.00	12.00	₹ 10.00	₹ 2000.00
Building Fee				₹ 2000.00
Total Payment Amount				₹ 2,000.00

Payment Mode : ☒ Online

[Modify](#) [Pay](#)

Now user can know the approval status of your application using the reference number.

Once the application is approved user can get an e-mail and SMS of your user Id and Password to **login** to user dashboard.

Now user can know the approval status of your application using the reference number.

Reference No.	: 02201700017		
Applicant Name	: Sad		
Mobile No.	: 9976786786	Email Id	: amita123@gmail.com
Form Name	: Form - 12	Applied on	: 04-Sep-2017
Address	: Town/village : 2, Tehsil : Arki, Dist : Solan, State : Himachal Pradesh		
ULB	: Municipal Council Parwanoo	District	: Solan

Your application is Under Process at Clerk, Municipal Council Parwanoo

Stay tuned to get your approval

[← Back](#) [View Application](#) [Withdraw Application](#)

Once application is Provisionally Approved user will pay the remaining fees by logging into account using mailed User id and Password.

Dashboard Amitashree Mallick

Your application has been Provisionally Approved.  
Pay your application fee.

[Click here to pay](#)

After login to the account the above page will be shown.

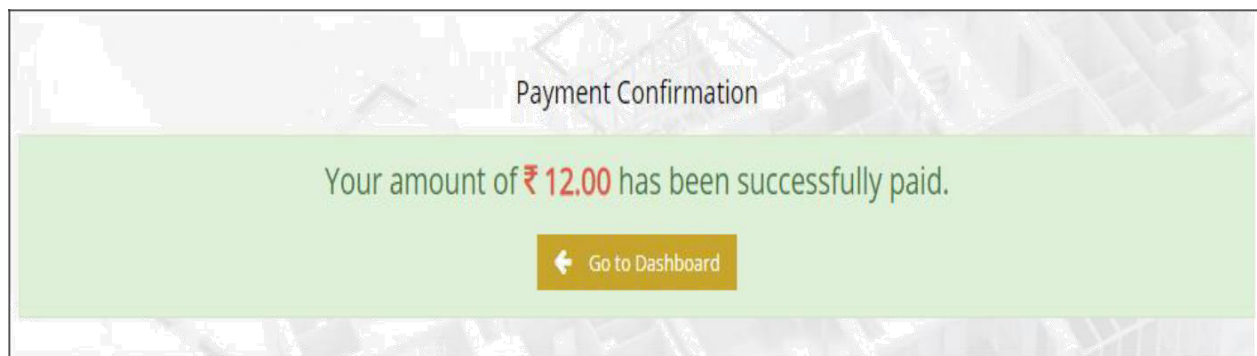


31

In this page the form preview will be displayed and then go to make payment section. Here the payment details will be shown, then choose the payment mode.

Then user has to pay online. Click on Pay Application Fee to redirect to HDFC payment gateway where user can enter details and make payment.

Then click on the Confirm button wherein the user will be redirected to the confirm payment page with the confirmation message shown below.



Dashboard
Sad

Name :  Form No : --Select-- Apply Date :

Approve Date :  Application/Ref. No :  Show

Close Search Panel

	Applicant Name	Form No.	Application No.	Application Amount (₹)	Status	NOC Status	Remarks of Department	Download	Filled up %	Details	Action
	Sad	Form - 26	04201700004	--	, Municipal Council Parwanoo				100		
	Sad	Form - 12	02201700018	16,687.70	Paid(Not Updated)				100		

Showing 1 to 2 of 2 Records

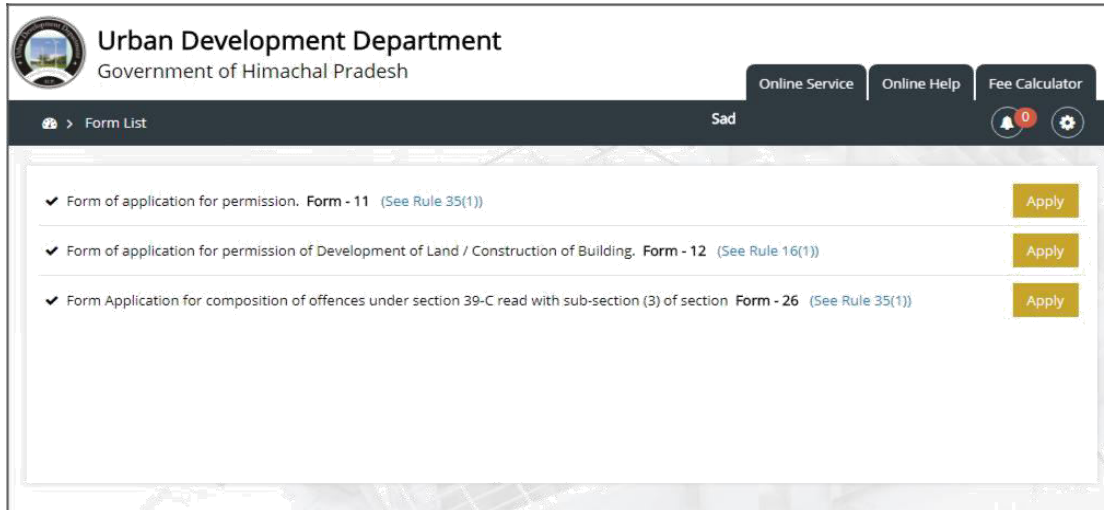
User is notified with sms and mail once the payment is updated and certificate is issued.



## 1.4 Form-26

### 1.4.1 Apply Form-26

The purpose of applying this form is to get permission of development of land/construction of building for any type of offence case.



The screenshot displays the online service portal of the Urban Development Department, Government of Himachal Pradesh. The header includes the department's logo and name, along with navigation links for 'Online Service', 'Online Help', and 'Fee Calculator'. The user is logged in as 'Sad'. The main section, titled 'Form List', contains three entries, each with a checkmark icon and an 'Apply' button:

- ✓ Form of application for permission. **Form - 11** (See Rule 35(1)) [Apply](#)
- ✓ Form of application for permission of Development of Land / Construction of Building. **Form - 12** (See Rule 16(1)) [Apply](#)
- ✓ Form Application for composition of offences under section 39-C read with sub-section (3) of section **Form - 26** (See Rule 35(1)) [Apply](#)

This form can be applied by empanelled private professional from their dashboard on clicking **Online Services** and then Apply button of Form-26.

Form-26
Sad

Form of application for composition of offences under section 39-C read with sub-section (3) of section 39 of the Himachal Pradesh Act, 1977 (Act no. 12 of 1977).

Applicant Information
Private Professional Information
Checklist
Documents
(\*) Indicates Mandatory Field

**Offences/Deviation Details**  
Deviation Category : Plan was approved and deviation upto 10% on setbacks

**Application Details**  
Registration No. : 02201700015 Subject : Ghfh

**Proposed Construction Location**  
District : Solan ULB : Municipal Council Solan Ward : 1-Deonghat Saproon

**Applicant Information**  

Applicant Name *	Guardian Name *	Applicant Mobile No. *	Adhaar No.	Add More Applicant
Mr. Puspaa Rani	S/o P Rani	+91 9132857694		

**Contact Information**  
Email ID : amitashree.mallik@csmpil.com  
Govt./Private Prof. Mobile No. : 9805375979

**Correspondence Address**  
Name : Mr. Mr. Puspaa Rani  
Guardian Name : S/o S/O D/O P Rani  
State : Himachal Pradesh  
District : Solan  
Tehsil : Arki  
Town/Village/Ward : Ward1  
Address : Shimla, HP  
PIN : 751015

**Permanent Address** ☒ Same as Corr. Address  
Name : Mr. Mr. Puspaa Rani  
Guardian Name : S/o S/O D/O P Rani  
State : Himachal Pradesh  
District : Solan  
Tehsil : Arki  
Town/Village/Ward : Ward1  
Address : Shimla, HP  
PIN : 751015

**Description of land Where Offence is being carried out**  

Mohal/Muzza/Phati	M123	Khata No	K34543
Khatuni No.	KT223	Latitude/Longitude	
Khasra No.	KS32323	Area (Sq.mt.)	250.00
Total Plot Area(Sq.mt.)	250.00	Whether Subdivision Approved	<input type="radio"/> Yes <input checked="" type="radio"/> No
Maximum Permissible Ground Coverage(in Sq.mt.)	250.00	Proposal Submitted for:	Revised Proposal of Approve
Applied Land-use	Residential	Type of construction	Detached

**Builtup Area**  
No. of Blocks : 1

**Block - 1**  

Sl#	Floor Type *	Approved Floor Area Sq. m. *	Land Use Type *	Parking Area	Actual Construction *	Deviation not on Set back	Set Back Deviation	Deviation %	Exemption	Add More
1	Gr	100.00	Reside	10.00	110.00	100.00	0.00	0.00	<input type="checkbox"/>	
2	1s	150.00	Reside	0.00	160.00	150.00	0.00	0.00	<input type="checkbox"/>	

Prev Save As Draft Next Reset

In the **Offences/ Deviation Details** Section-

Select Deviation Category.

In the **Application Details** Section-

Enter Reference No. of application for which deviation is being applied if already Form-12 is applied.

In the **Proposed Construction Location** Section-

Select district from the drop down box.

Select ULB from the drop down box.

Select Ward from the drop down

box. In the **Applicant Information** Section-

Enter Applicant Name.

Enter Applicant Guardian Name.

Enter Mobile No.

Enter Aadhaar No.

In the **Contact Information** Section-

Enter email Id.

Upload Applicant

Photo In **Address Section-**

Enter Correspondence and Permanent Name

Enter Correspondence and Permanent Guardian Name

Select Correspondence and Permanent State from the dropdown box

Select Correspondence and Permanent District from the dropdown box



Enter Correspondence and Permanent Ward Name

Enter Correspondence and Permanent Address

Enter Correspondence and Permanent PIN Code

If Correspondence and permanent addresses are same then click on "**Same as Corr. Address**".

User will enter the **Description of land where offence is being carried out:**

Description of land Where Offence is being carried out	
Mohal/Muzza/Phati :	M123 *
Khata No :	K34543
Khatuni No. :	KT223
Khasra No. :	KS32323 *
Latitude/Longitude :	<input type="text"/> 
Area (Sq.mt.) :	250.00 * 
Total Plot Area(Sq.mt.) :	250.00
Whether Subdivision Approved :	<input type="radio"/> Yes <input checked="" type="radio"/> No
Maximum Permissible Ground Coverage(In Sq.mt.) :	250.00 *
Proposal Submitted for:	Revised Proposal of Approve *
Applied Land-use :	Residential *
Type of construction :	Detached *

Enter the Mohal/Muzza/Phati No.

Enter the Khata No, Khatuni No.

Select the Latitude/Longitude dimension.

Enter Khasra No.and Area

The Total Plot Area is calculated.

Choose Whether subdivision approved.

Enter maximum permissible ground coverage.

Enter Proposal Submitted For.

Select Applied Land-use.

Select Type of Construction.

### Enter **Builtup Area Details**

Enter the block details such as No. of Blocks., Floor Type, Approved Floor Area, Land-use Type, Parking Area, Actual Construction, Exemption. Here the user can either Add or remove the records.

There are three enable button Save As Draft, Next, Reset.

User can click on Save As draft to save the data in application and your application is in draft stage.

Click on reset button to clear all data.

User can click on Next button to Continue the application.

Click the Next button to get redirected to the **Private Professional Information** page.

Form-26 Sad

Form of application for composition of offences under section 39-C read with sub-section (3) of section 39 of the Himachal Pradesh Act, 1977 (Act no. 12 of 1977).

Applicant Information Private Professional Information Checklist Documents (\*) Indicates Mandatory Field

**Notice Information**

Notice No : N224 Notice Date : 28-08-2017

Notice Copy :  No file chosen (pdf/zip file only and Max file Size 10 MB) ✓

**Reasons for composition of offences**

Reason 1 : Wrwer \*

Reason 2 :

Reason 3 :

Supported Document to be Uploaded :  No file chosen (pdf/zip file only and Max file Size 10 MB) ✓

**Private Professional Information**

Registration No. : RP0268/2016 \* Name : Aarav Sharma

Class : ☒ A ☐ B ☐ C Plan Submission Date : 28-08-2017

Address : SBSM Complex  
Vill.Kufridhar,P.O.Ghanahatti  
Shimla, Town/Village-Ghanahatti, Dist-Shimla, State-Himachal Pradesh, PIN-171014 \*

Certification Certificate :  No file chosen \*  
(pdf/zip file only and Max file Size 10 MB) ✓

← Prev Save As Draft Next → Reset

In this section user will enter the Private professional information:

Enter **Notice Information** like Notice No., Notice date, Notice Copy.

Enter **Reasons for composition of offences**.

Enter the registration No. in the text box then all other information will be auto-filled.

On clicking Next, the user is redirected to the checklist screen:

In this section fill the **checklist** data as per the regulations.

Form of application for composition of offences under section 39-C read with sub-section (3) of section 39 of the Himachal Pradesh Act, 1977 (Act no. 12 of 1977).

Applicant Information Private Professional Information Checklist Documents (\*) Indicates Mandatory Field

Checklist to be filled

S/N	Description	As per regulations	As proposed	Remarks	Relaxation
1	Type of Area	Other	<input checked="" type="radio"/> Other		
2	Total Plot Area (In sq.mt.)	250 (Maximum)	250.00		
3	Ownership & Revenue documents	Required	<input checked="" type="radio"/> Submitted <input type="radio"/> Not Submitted		
4	Land-use	Mixed Landuse	Residential		
5	F.A.R.	1.75	1.00		
6	Built up area (In sq.mt.)	437.5	270.00		
7	Whether construction abuts with NH/SH/MDR roads Set Backs (Meter) <input type="radio"/> Yes <input checked="" type="radio"/> No Front Rear Left Side Right Side	3 (Minimum) 2 (Minimum) 2 (Minimum) 2 (Minimum)	0 0 0 0		
8	Number of Storey	As per Width of the Path			
9	Public path/Public road existing at site Existing at site Shown in Tatima	3.0 (Minimum) Required	<input checked="" type="radio"/> Submitted <input type="radio"/> Not Submitted		
10	Parking provision	Required			
11	Whether any HT/LT Line, crossing over the proposed land <input checked="" type="radio"/> Yes <input type="radio"/> No	(Upload NOC from HPSEB)	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
12	Whether proposed site is located nearby ASI Protected monument <input checked="" type="radio"/> Yes <input type="radio"/> No	(Upload NOC from the competent authority)	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
13	Whether proposed Plan is located nearby HFL (High Flood Level) <input checked="" type="radio"/> Yes <input type="radio"/> No	(Upload NOC from the competent authority)	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
14	Forest Boundary/STP (Sewage Treatment Plant) <input checked="" type="radio"/> Yes <input type="radio"/> No No. of trees Distance of tree from proposed development if not to be cut (Meter) Whether Permission of Competent authority for cutting of trees Whether plot is Abutting to Forest Boundary <input checked="" type="radio"/> Yes <input type="radio"/> No Distance from Forest Boundary (Meter)	If Applicable 2 (Minimum) (Upload NOC from Forest Department) 5 (Minimum)	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
15	Whether plot is Directly abutting with National Highway/State Highway/Bypass/Other H.P. Public Department Schedule road <input checked="" type="radio"/> Yes <input type="radio"/> No	(Upload NOC from the competent authority along with Site plan)	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
16	Whether proposed plot is abutting to natural stream <input checked="" type="radio"/> Yes <input type="radio"/> No Distance from Nallah (Meter) Distance from Khud/HFL of River (Meter)	3 (Minimum) 5 (Minimum)			
17	Whether any Pipeline/Sewerage line crossing or passing through the plot <input checked="" type="radio"/> Yes <input type="radio"/> No	(Upload NOC from the competent authority)	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
18	Provision of Solar Passive Building	Required			
19	Provision of barrier free access for persons with disability	N/A			
20	Whether the Proposed Plan is above the road level on Valley Side. <input checked="" type="radio"/> Yes <input type="radio"/> No	View			
21	Whether proposed Plan is located in Sinking and Sliding area <input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
22	Rain water harvesting tank provision	Required	0		
23	Structural Stability Certificate	Required	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 10 MB)		
24	Number of Dwelling Units	0			
25	Whether proposed plan have provision of soak pit		<input checked="" type="radio"/> Yes <input type="radio"/> No		
26	Whether minimum path available on proposed plan <input checked="" type="radio"/> Yes <input type="radio"/> No	--	<input type="button" value="Choose File"/> No ...en (pdf/zip file only and Max file Size 30 MB)		
27	Whether Plot is existing before 1979		<input type="radio"/> Yes <input type="radio"/> No		
28	General requirements Slope of land(Degree) Height of parking floor(Meter) Height of stopping roof(Meter) Height of floor(Meter) Height of building(Meter) Maximum hill cut(Meter) Distance between two blocks(Meter) Plinth height(Meter) Height of Service floor(Meter) Equivalent car Space(Sq. Mt.) Buildable width	45 (Maximum) 2.3 (Maximum) 2.5 (Maximum) 3.5 (Maximum) 18.8 (Maximum) 3.5 (Maximum) 5 (Minimum) 3.5 (Maximum) N/A (Maximum) N/A (Maximum) 5.0 (Maximum)	0 0 0 0 0 0 0 0 0 0 0		
29	Photograph of site	Required	<input type="button" value="Choose File"/> No ...en (pdf/png/jpeg/png file only and Max file Size 10 MB)		
30	Any other information	As per the requirement of the case.			

Previous Save As Draft Next Cancel

Then click on the Next button to view the following **Document** upload screen:

Form-26

Sad

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Form of application for composition of offences under section 39-C read with sub-section (3) of section 39 of the Himachal Pradesh Act, 1977 (Act no. 12 of 1977).

Applicant Information
Private Professional Information
Checklist
Documents
(\*) Indicates Mandatory Field

Documents

Jamabandi Document
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB) ✓ \*
Conveyance deed/sale/lease
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB) ✓
Demarcation Report
: Choose File No file chosen (pdf/zip file only and Max file Size 10 MB) ✓ \*
Tatima Document
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB) ✓ \*
Copy of Approval Map
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB) ✓ \*
Site Plan
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB) ✓ \*
Affidavit of construction on own land
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB) ✓ \*
Any Other Document
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB)
Proposed Consolidated Map1(Note :- " Upload the proposed consolidated map in Portrait Orientation")
: Choose File No file chosen (pdf file only and Max file Size 30 MB) ✓ \*

Other Documents

Any other NOC if required
: Choose File No file chosen (pdf/zip file only and Max file Size 30 MB)
Copy of Sanction Letter
: Choose File No file chosen (pdf/zip file only and Max file Size 10 MB) ✓ \*
Any other Affidavit if required
: Choose File No file chosen (pdf/zip file only and Max file Size 10 MB)
Whether Agriculturist Himachali
: Yes No
Copy of Sanction Drawing
: Choose File No file chosen (pdf file only and Max file Size 10 MB) ✓ \*

Signature

Signature
: Choose File No file chosen (jpg/jpeg file only and Max file Size 1 MB) ✓

Prev
Save As Draft
Finish
Reset

In this section Upload different documents like any other NOC if required, affidavit regarding surrender of path etc.

Upload Signature.

After entering all required information user will click on the Save As Draft to save the data in the application and in draft mode or can click on the Finish button to continue.

If User will click on Finish button then page will redirect to the Form-26 preview page.

In this page user can view the application preview if any modification required then click on modify button then modify the required changes then click on the update button to update it in application.

Then again the page will redirect to **preview** page

Then click on the declaration check box and confirm button to confirm your application.

When user will click on the Confirm button page will redirect to the payment page with the amount and reference number



**FORM-26**  
 Form of application for composition of offences under section 39-C read with sub-section (3) of section 39 of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977).

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**Offences/Deviation Details**  
 Deviation Category : Plan was approved and deviation upto 10% on setbacks  
 Case No. : 02201700015  
 Deviation Upto : 10%  
 Subject : GWH

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**Applicant Information**  

SLE	Applicant Name	Guardian Name	Applicant Mobile No.	Adhaar No.
1	Mr. Pooja Rani	S/o P Rani	9132857694	---

Email ID : amteshree.mallik@comp.com  
 Private Email/Mobile No. : 9805373979



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**Address Details**  

Correspondence Address		Permanent Address	
Name	Mr. Mr. Pooja Rani	Name	Mr. Mr. Pooja Rani
Guardian Name	S/o S/o S/o P Rani	Guardian Name	S/o S/o S/o P Rani
State	Himachal Pradesh	State	Himachal Pradesh
District	Solan	District	Solan
Tehsil	Arvi	Tehsil	Arvi
Town/Village/Ward	Ward 1	Town/Village/Ward	Ward 1
Address	Shimla, HP	Address	Shimla, HP
Pin	751015	Pin	751015

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**Description of land Where Offence is being carried out**  

Mohal/Muzar/Plot	M123	Khata No.	K34543
Khata No.	K32323	Area (sq.m)	350.00
Khata No.	K123	Total Plot Area(sq.m)	350.00
District	Solan	ULB	Municipal Council Solan
Ward	Geoghat Saproon		
Map Location	---		
Applied land use	Residential	Maximum Permissible Ground Coverage(In Sq.Mt.)	350.00
Proposal submitted for	Changes of Building use	Type of construction	Detached
No. of Blocks	1		

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**Details of Block 1**  

Sle	Floor Type	Approved Floor Area Sq. ft.	Land Use Type	Parking Area Sq. m.	Actual Construction Sq. M.	Set back Deviation	Deviation %	Exemption
1	Ground Floor	100.00	Residential	10.00	110.00	0.00	0.00	No
2	1st Floor	150.00	Residential	0.00	150.00	0.00	0.00	No

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**Notice Information**  
 Notice Number : N224  
 Copy of Notice : ☒  
 Notice Date : 28-08-2017

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**Reasons for composition of offences**  
 Reason 1 : Waver  
 Reason 2 : --  
 Reason 3 : --  
 Supported Document : ☒

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**Private Professional Information**  
 Name : Arav Sharma  
 Class : A  
 Address : 8804 Complex Vii,Kuthnah,P.O.Shanahat Shimla, Town/Village-Shanahat, Dist-Shimla, State-Himachal Pradesh, Pin-171014  
 Registration No. : RP0268/2016  
 Plan Date : 28-Aug-2017

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**Documents / Maps**  

Sanband Document	<input checked="" type="checkbox"/>	Conveyance Deed/Sale/Lease	<input checked="" type="checkbox"/>
Demonstration Report	<input checked="" type="checkbox"/>	Title Document	<input checked="" type="checkbox"/>
Copy of Approval Map	<input checked="" type="checkbox"/>	Site Plan	<input checked="" type="checkbox"/>
Affidavit of construction on own land	<input checked="" type="checkbox"/>	Any Other Document	--
Proposed Consolidated Map 1	<input checked="" type="checkbox"/>		
Other Documents	<input checked="" type="checkbox"/>		
Copy of Sanction letter	<input checked="" type="checkbox"/>	NOC from HPCEB in case of industry	<input checked="" type="checkbox"/>
Registration Certificate from Industry Department	<input checked="" type="checkbox"/>	Other NOC	--
Other Affidavit	--	Sanction Drawing	<input checked="" type="checkbox"/>
Whether Agricultural/Non-Agricultural	Yes		

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**Checklist to be filled**  

Sle	Description	As per regulations	As proposed	Remarks	Relaxation
1	Type of Area	Non-Core	Other		
2	Total Plot Area (In sq.mt.)	250 (Maximum)	250.00		
3	Ownership & Revenue documents	Required	Submitted		
4	Land-Use	Mixed Landuse	Residential		
5	F.A.R.	1.75	1.08		
6	Built up area (In sq.mt.)	437.5	270.00		
7	Whether construction abuts with N/A/NEIGHBOR/OTHER PLOTS				
	Front	3 (Minimum)	0		
	Rear	2 (Minimum)	0		
	Left Side	2 (Minimum)	0		
	Right Side	2 (Minimum)	0		
8	Number of story	As per Width of the Path			
9	Public path/Public road existing at site	3.0 (Minimum)	Submitted		
10	Parking Provision	Required			
11	Whether any HT/LT Line, crossing over the proposed land	Upload NOC from HPSEB	No		
12	Forest Boundary/STP				
	For. of trees	If applicable			
	Distance of tree from proposed development if not to be cut (Meter)	2 (Minimum)			
	Whether Permission of Competent authority for cutting of trees	NOC from Forest Department			
	Whether plot is Abutting to Forest Boundary	5 (Minimum)			
	Distance from Forest Boundary (Meter)				
13	Whether plot is Directly abutting with National Highway/State Highway/Type-2/3/4/5/6/7/8/9/10/11/12/13/14/15/16/17/18/19/20/21/22/23/24/25/26/27/28/29/30/31/32/33/34/35/36/37/38/39/40/41/42/43/44/45/46/47/48/49/50/51/52/53/54/55/56/57/58/59/60/61/62/63/64/65/66/67/68/69/70/71/72/73/74/75/76/77/78/79/80/81/82/83/84/85/86/87/88/89/90/91/92/93/94/95/96/97/98/99/100/101/102/103/104/105/106/107/108/109/110/111/112/113/114/115/116/117/118/119/120/121/122/123/124/125/126/127/128/129/130/131/132/133/134/135/136/137/138/139/140/141/142/143/144/145/146/147/148/149/150/151/152/153/154/155/156/157/158/159/160/161/162/163/164/165/166/167/168/169/170/171/172/173/174/175/176/177/178/179/180/181/182/183/184/185/186/187/188/189/190/191/192/193/194/195/196/197/198/199/200/201/202/203/204/205/206/207/208/209/210/211/212/213/214/215/216/217/218/219/220/221/222/223/224/225/226/227/228/229/230/231/232/233/234/235/236/237/238/239/240/241/242/243/244/245/246/247/248/249/250/251/252/253/254/255/256/257/258/259/260/261/262/263/264/265/266/267/268/269/270/271/272/273/274/275/276/277/278/279/280/281/282/283/284/285/286/287/288/289/290/291/292/293/294/295/296/297/298/299/300/301/302/303/304/305/306/307/308/309/310/311/312/313/314/315/316/317/318/319/320/321/322/323/324/325/326/327/328/329/330/331/332/333/334/335/336/337/338/339/340/341/342/343/344/345/346/347/348/349/350/351/352/353/354/355/356/357/358/359/360/361/362/363/364/365/366/367/368/369/370/371/372/373/374/375/376/377/378/379/380/381/382/383/384/385/386/387/388/389/390/391/392/393/394/395/396/397/398/399/400/401/402/403/404/405/406/407/408/409/410/411/412/413/414/415/416/417/418/419/420/421/422/423/424/425/426/427/428/429/430/431/432/433/434/435/436/437/438/439/440/441/442/443/444/445/446/447/448/449/450/451/452/453/454/455/456/457/458/459/460/461/462/463/464/465/466/467/468/469/470/471/472/473/474/475/476/477/478/479/480/481/482/483/484/485/486/487/488/489/490/491/492/493/494/495/496/497/498/499/500/501/502/503/504/505/506/507/508/509/510/511/512/513/514/515/516/517/518/519/520/521/522/523/524/525/526/527/528/529/530/531/532/533/534/535/536/537/538/539/540/541/542/543/544/545/546/547/548/549/550/551/552/553/554/555/556/557/558/559/560/561/562/563/564/565/566/567/568/569/570/571/572/573/574/575/576/577/578/579/580/581/582/583/584/585/586/587/588/589/590/591/592/593/594/595/596/597/598/599/600/601/602/603/604/605/606/607/608/609/610/611/612/613/614/615/616/617/618/619/620/621/622/623/624/625/626/627/628/629/630/631/632/633/634/635/636/637/638/639/640/641/642/643/644/645/646/647/648/649/650/651/652/653/654/655/656/657/658/659/660/661/662/663/664/665/666/667/668/669/670/671/672/673/674/675/676/677/678/679/680/681/682/683/684/685/686/687/688/689/690/691/692/693/694/695/696/697/698/699/700/701/702/703/704/705/706/707/708/709/710/711/712/713/714/715/716/717/718/719/720/721/722/723/724/725/726/727/728/729/730/731/732/733/734/735/736/737/738/739/740/741/742/743/744/745/746/747/748/749/750/751/752/753/754/755/756/757/758/759/760/761/762/763/764/765/766/767/768/769/770/771/772/773/774/775/776/777/778/779/780/781/782/783/784/785/786/787/788/789/790/791/792/793/794/795/796/797/798/799/800/801/802/803/804/805/806/807/808/809/810/811/812/813/814/815/816/817/818/819/820/821/822/823/824/825/826/827/828/829/830/831/832/833/834/835/836/837/838/839/840/841/842/843/844/845/846/847/848/849/850/851/852/853/854/855/856/857/858/859/860/861/862/863/864/865/866/867/868/869/870/871/872/873/874/875/876/877/878/879/880/881/882/883/884/885/886/887/888/889/890/891/892/893/894/895/896/897/898/899/900/901/902/903/904/905/906/907/908/909/910/911/912/913/914/915/916/917/918/919/920/921/922/923/924/925/926/927/928/929/930/931/932/933/934/935/936/937/938/939/940/941/942/943/944/945/946/947/948/949/950/951/952/953/954/955/956/957/958/959/960/961/962/963/964/965/966/967/968/969/970/971/972/973/974/975/976/977/978/979/980/981/982/983/984/985/986/987/988/989/990/991/992/993/994/995/996/997/998/999/1000/1001/1002/1003/1004/1005/1006/1007/1008/1009/1010/1011/1012/1013/1014/1015/1016/1017/1018/1019/1020/1021/1022/1023/1024/1025/1026/1027/1028/1029/1030/1031/1032/1033/1034/1035/1036/1037/1038/1039/1040/1041/1042/1043/1044/1045/1046/1047/1048/1049/1050/1051/1052/1053/1054/1055/1056/1057/1058/1059/1060/1061/1062/1063/1064/1065/1066/1067/1068/1069/1070/1071/1072/1073/1074/1075/1076/1077/1078/1079/1080/1081/1082/1083/1084/1085/1086/1087/1088/1089/1090/1091/1092/1093/1094/1095/1096/1097/1098/1099/1100/1101/1102/1103/1104/1105/1106/1107/1108/1109/1110/1111/1112/1113/1114/1115/1116/1117/1118/1119/1120/1121/1122/1123/1124/1125/1126/1127/1128/1129/1130/1131/1132/1133/1134/1135/1136/1137/1138/1139/1140/1141/1142/1143/1144/1145/1146/1147/1148/1149/1150/1151/1152/1153/1154/1155/1156/1157/1158/1159/1160/1161/1162/1163/1164/1165/1166/1167/1168/1169/1170/1171/1172/1173/1174/1175/1176/1177/1178/1179/1180/1181/1182/1183/1184/1185/1186/1187/1188/1189/1190/1191/1192/1193/1194/1195/1196/1197/1198/1199/1200/1201/1202/1203/1204/1205/1206/1207/1208/1209/1210/1211/1212/1213/1214/1215/1216/1217/1218/1219/1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When user will clicks on the modify button he can modify the application.

When user will clicks on the **Pay** button he is redirected to the HDFC payment page. User enters bank details and on successful payment he is redirected to confirmation page with the confirmation message and reference number.

The screenshot displays a web interface for a 'Payment Summary'. At the top, a dark header bar contains the text 'Home > Payment Summary'. Below this, a light gray banner features the text 'Your Application Reference No : 04201700006' in a bold, black font. The main content area is titled 'Payment Summary' and contains a table with the following structure:

Floor Type	Use Type	Builtup Area & Fees			Deviation Area & Fees		
		Area	Unit Price (₹)	Price (₹)	Area	Unit Price(₹)	Price(₹)
Block- 1 Ground Floor	Residential	10.00	2.00	20.00	10.00	2.00	20.00
<b>Total Amount</b>							
						Building Operation Fees	₹ 20.00
						<b>Total</b>	₹ 20.00
						Deviation Fees	₹ 20.00
						<b>Total Payment Amount</b>	₹ 40.00


Below the table, there is a section for 'Payment Mode' with a radio button selected for 'Online'. At the bottom of the page, there are two buttons: 'Modify' (orange) and 'Pay' (green).

Now user can know the **approval status** of your application using the reference number.

Once the application is approved user can get an e-mail and SMS of your user Id and Password to **login** to user dashboard.

Now user can know the approval status of your application using the reference number.

Home > Application Status

Reference No.	: 04201700006			
Applicant Name	: Ds			
Mobile No.	: 9132857694	Email Id	: amitashree.mallick@csmpl.com	
Form Name	: Form - 26	Applied on	: 27-Sep-2017	
Address	: Ward2, Solan, Solan, Himachal Pradesh			
ULB	: Municipal Council Solan	District	: Solan	

Your application is Under Process at Clerk, Municipal Council Solan



Stay tuned to get your approval

[← Back](#)
[View Application](#)
[Withdraw Application](#)

Once application is **Provisionally Approved** user will pay the remaining fees by logging into account using mailed User id and Password.

Dashboard

Amitashree Mallick

Your application has been Provisionally Approved.

Pay your application fee.

[Click here to pay](#)

Then click on **Click here to pay** button to pay the application fee. Then the page will redirect to make payment screen.

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In this page the form preview will be displayed and then go to make payment section.

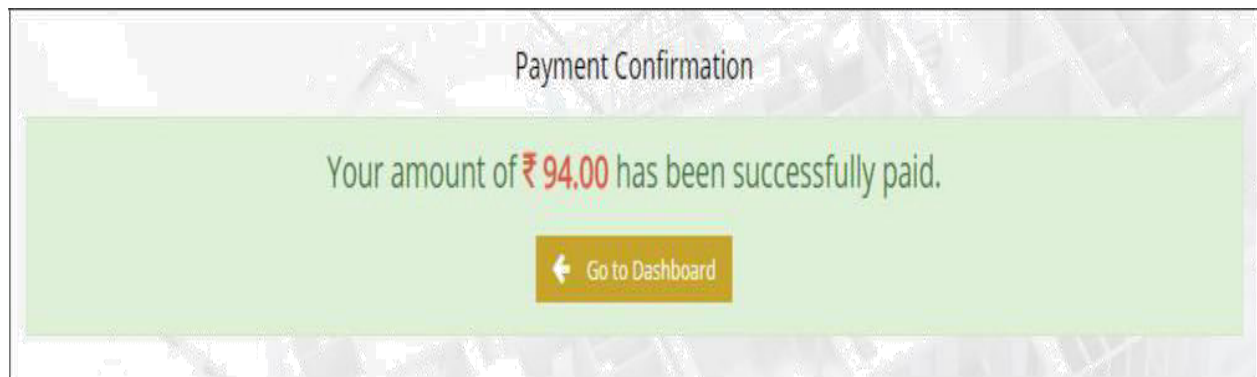
Here the payment details will be shown, then choose the payment mode.

Then user has to pay online.

User can click on back button to back to previous page.

User has to pay online by clicking on 'Pay Application fee' to redirect to HDFC payment gateway where he enters details and confirms payment.

Then successful payment user will be redirected to the confirm payment page with the confirmation message shown below.



Click on 'Go to Dashboard' to view dashboard where user can view all applied form details.

Home > Dashboard

Puspa Rani

Name

:

Form No

:

--Select--

Apply Date

:

Approve Date




















:

Application/Ref. No

:

Show

Close Search Panel

	Applicant Name	Form No.	Application No.	Application Amount (₹)	Status	NOC Status	Remarks of Department	Download	Filled up %	Details	Action
	Ds	Form - 26	04201700006	40.00	J.E. Municipal Council Solan				100		
	Ds	Form - 26	04201700005	40.00	J.E. Municipal Council Solan				100		
	Ds	Form - 12	02201700016	8,884.00	Paid(Not Updated)				100		
	Puspa Rani	Form - 26	04201700003	594.00	Paid(Not Updated)				100		
	Puspa Rani	Form - 12	02201700015	5,181.00	Payment Updated				100		

Showing 1 to 5 of 5 Records

User is notified by sms and e-mail once payment is updated and **certificate** is issued.