

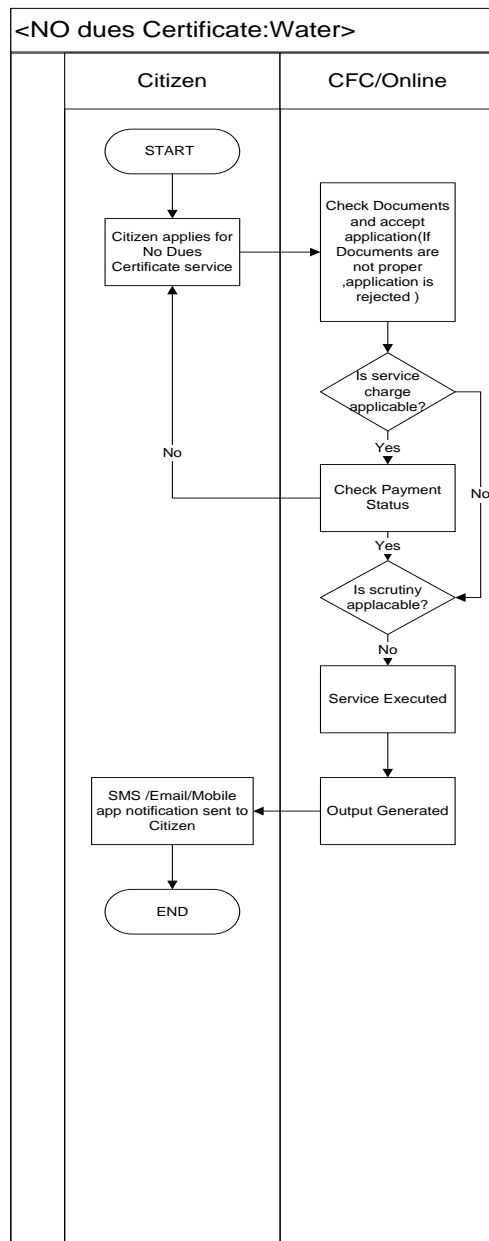


Service Name - NO Dues Certificate

1. Process Flow/Procedure

- Citizen can apply for the service on Web, Aaple Sarkar, and Mobile App or can visit to CFC/ULB office. On Web, he can upload the supporting mandatory documents.
- Pay the prescribed fees either Online (Credit Card/Debit Card/Net Banking) or Offline (At ULB/CFC).
- Application no. is generated which is further can be used by applicant to track the application.
- Applicant will be informed through SMS and email for every important event. Verification of documents will be done at ULB/CFC counter. Citizen needs to submit the copies of the documents at the ULB counter in case of ULB (CFC) application or needs to upload documents in case of online application.
- ULB/CFC clerk will check all the documents and authorize or Un-authorize the application.
- If application is un-authorized then citizen can re-submit document or can correct the application form.
- If application is authorized then it will be scrutinized (if applicable) by the respective department.
- Later, Citizen will avail the digitally signed certificate against the service applied through online login or from the ULB/CFC counter.

2. Service wise workflow

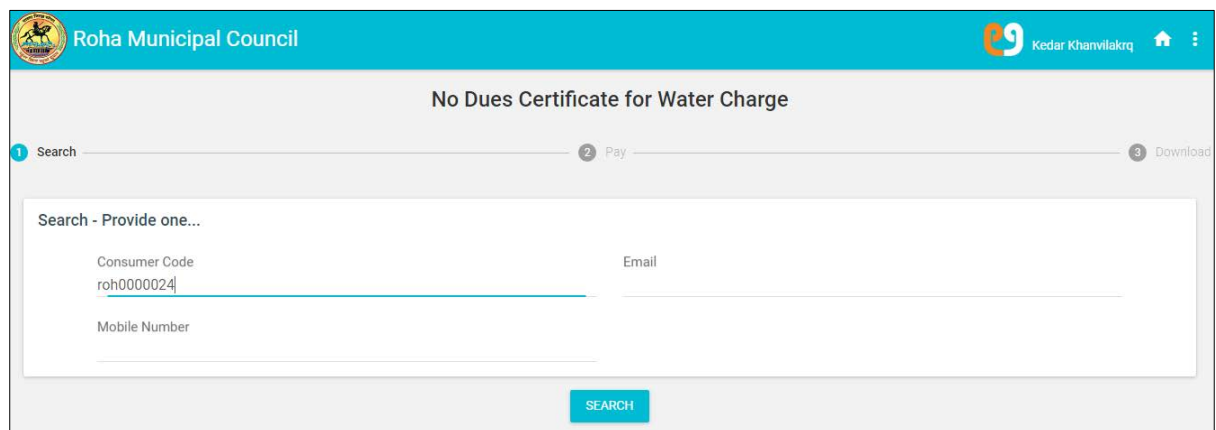


3. Document checklist

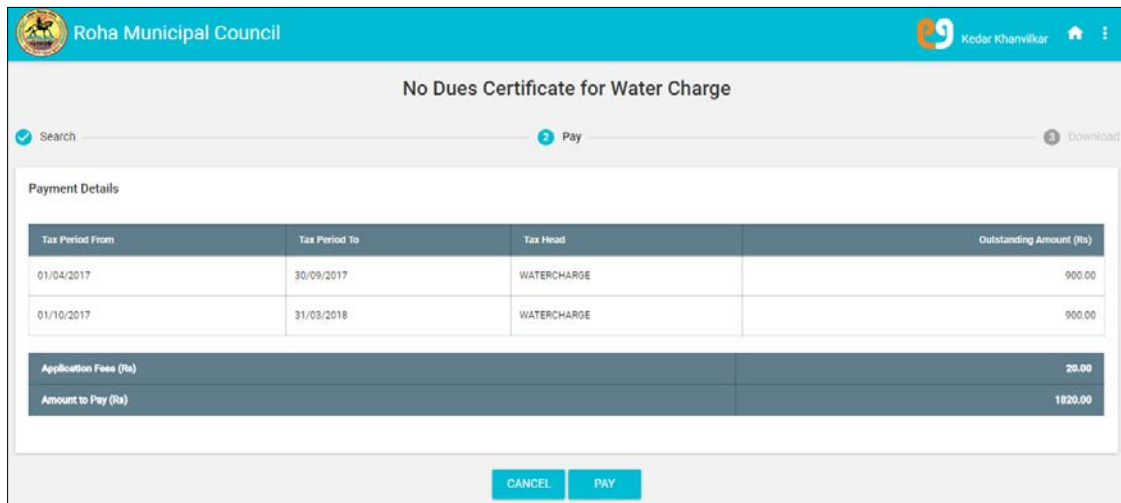
Services	Required documents from Citizen	Documents verified by ULB
No Due Certificate	NA	Last payment of water bill receipt. (The above document details will be verify from their records or Available in system then system will fetch the records from related application)

4. Screenshots

- Step1: Click on “Water” module link to Apply for No Dues Certificate. On clicking following screen will be displayed by the system



- Step 2: User should enter provided search parameters and click on Search button. On clicking, page will be redirect to the “No dues Certificate for Water tax” page



Roha Municipal Council

No Dues Certificate for Water Charge

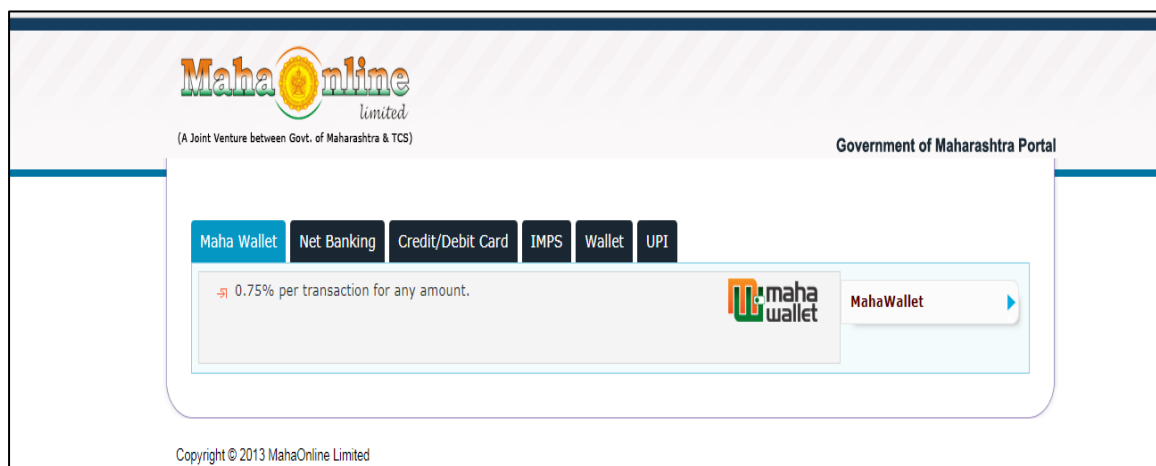
Search Pay Download

Payment Details

Tax Period From	Tax Period To	Tax Head	Outstanding Amount (Rs)
01/04/2017	30/09/2017	WATERCHARGE	900.00
01/10/2017	31/03/2018	WATERCHARGE	900.00
Application Fees (Rs)			20.00
Amount to Pay (Rs)			1820.00

CANCEL PAY

- Step 3: User should click on "Pay" button to proceed with payment. After Clicking on Pay Button, page will be redirect to the Mahaonline Payment Mode Page



MahaOnline
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Government of Maharashtra Portal

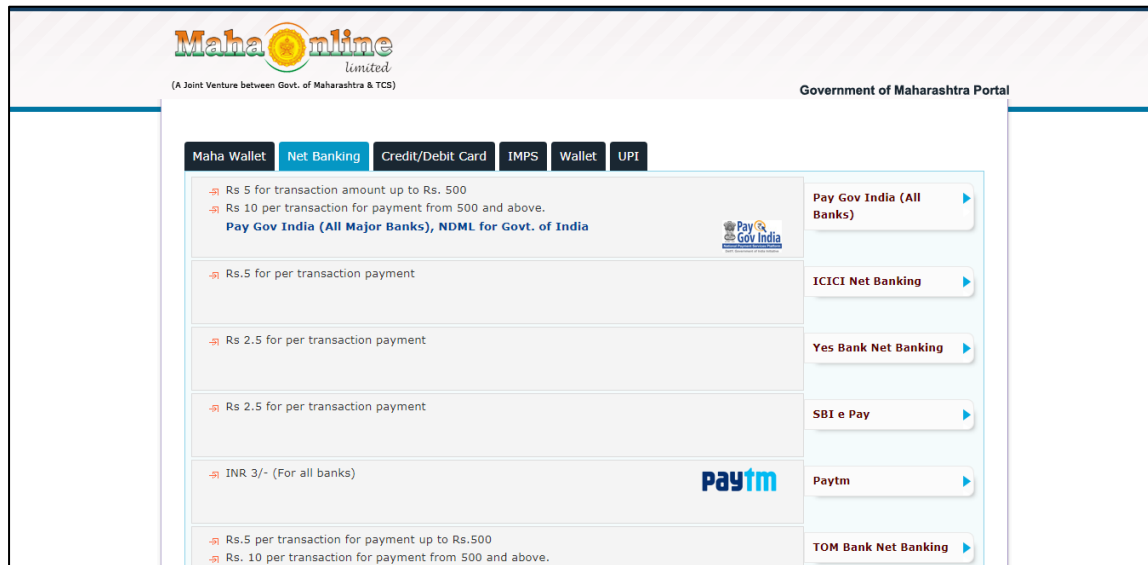
Maha Wallet Net Banking Credit/Debit Card IMPS Wallet UPI

0.75% per transaction for any amount.

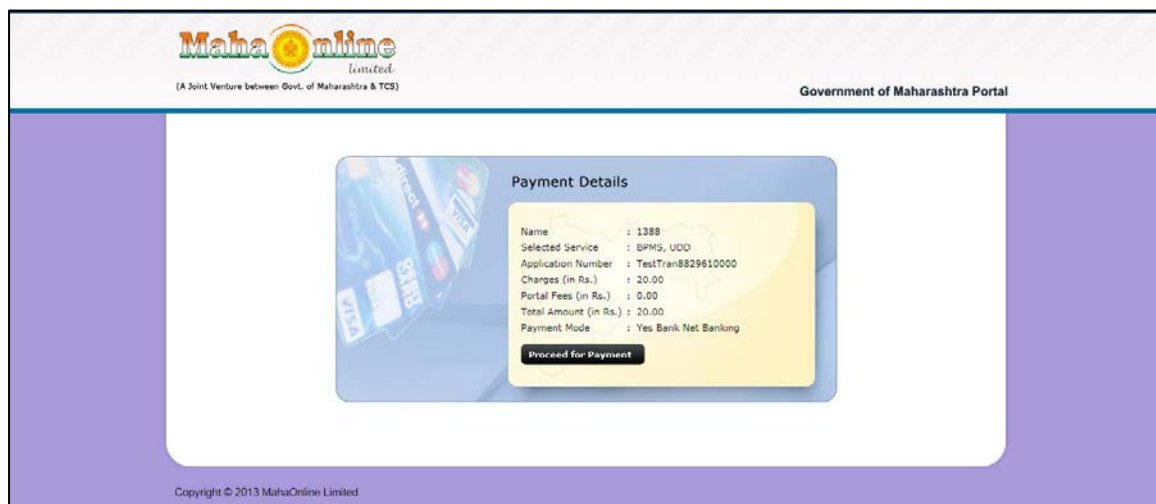
maha wallet MahaWallet

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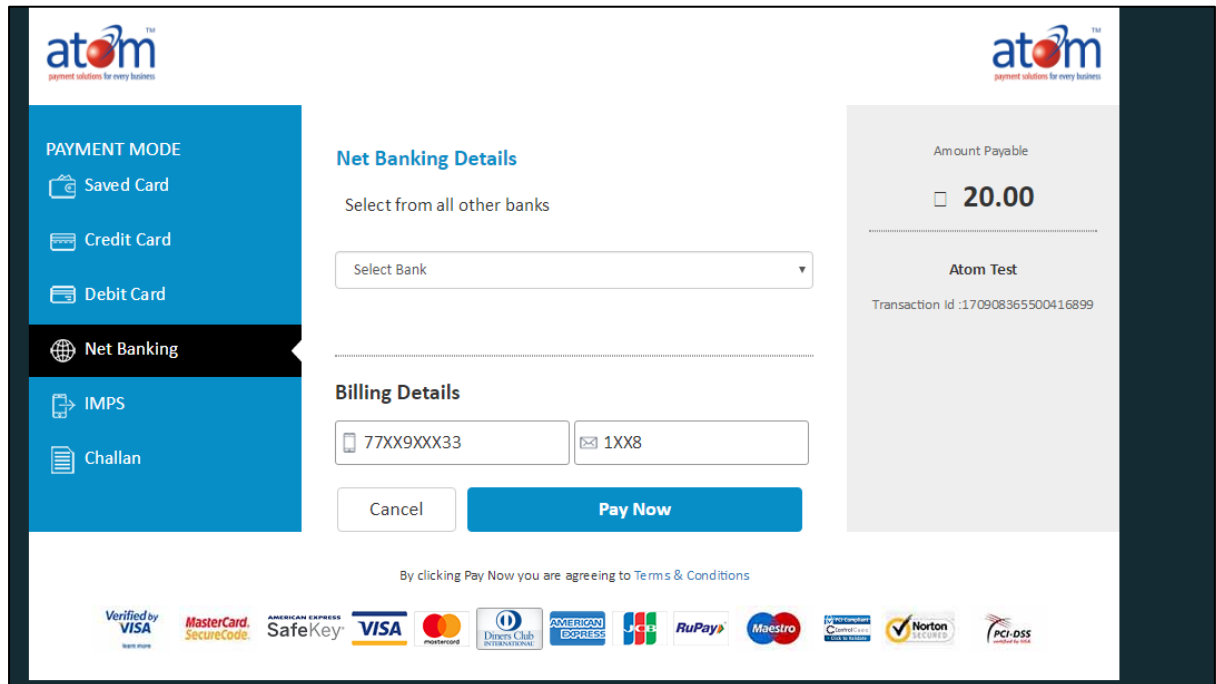
- Step 4: After Clicking on Net banking Option on the Mahaonline Payment Mode Page it will redirect to the Net Banking Option Page



- Step 5: After Clicking on Yes Bank Net banking Option on the Mahaonline Payment Mode Page it will redirect to the Payment Details Page.

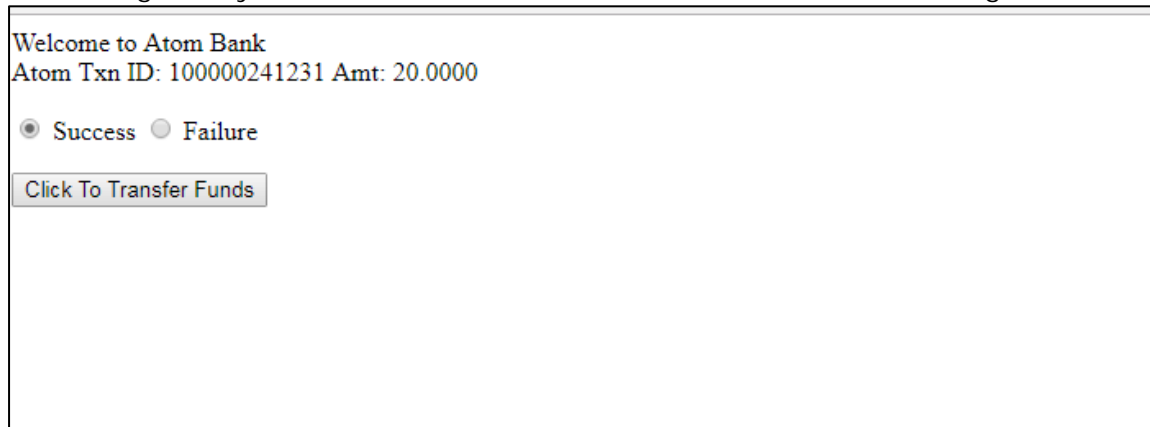


- Step 6: After Clicking "Proceed for Payment" button on the Mahaonline Payment Mode Page it will redirect to the Atom Payment Option Page.



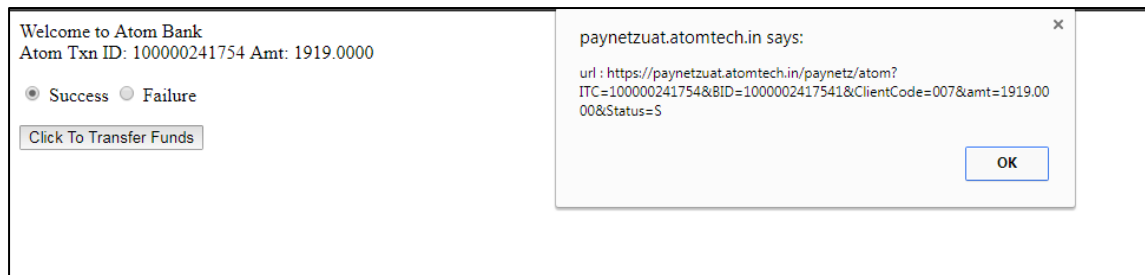
The screenshot shows the Atom Net Banking interface. On the left, there is a sidebar with 'PAYMENT MODE' options: Saved Card, Credit Card, Debit Card, Net Banking (selected), IMPS, and Challan. The main area is titled 'Net Banking Details' and includes a 'Select from all other banks' dropdown menu. Below this is a 'Billing Details' section with input fields for a phone number (77XX9XXX33) and an email address (1XX8). There are 'Cancel' and 'Pay Now' buttons. On the right, a summary box shows 'Amount Payable' as 20.00 and 'Transaction Id' as 170908365500416899. At the bottom, there is a row of logos for various payment methods and security certifications.

- Step 7: After selecting Net banking Option and selecting Bank As Atom bank clicking on Pay Now button it will redirect to the Atom Transaction Page.



The screenshot shows the Atom Transaction Page. It displays 'Welcome to Atom Bank' and 'Atom Txn ID: 100000241231 Amt: 20.0000'. There are radio buttons for 'Success' (selected) and 'Failure'. Below this is a button labeled 'Click To Transfer Funds'.



- Step 8: After Clicking on Click To Transfer Funds button it display the below message






The screenshot shows the Atom Transaction Page with a message box displayed. The message box is titled 'paynetzuat.atomtech.in says:' and contains the following text: 'url : https://paynetzuat.atomtech.in/paynetz/atom? ITC=100000241754&BID=1000002417541&ClientCode=007&amt=1919.00 00&Status=S'. There is an 'OK' button at the bottom right of the message box.

- Step 9: After clicking on Ok Button of the message displayed on the above screen it generates No Due Certificate For Water Tax






Roha Municipal Council

Kedar Khanvilkar

No Dues Certificate for Water Charge

 Search
  Pay
  Download

Receipt for: Water Charge

	Roha Municipal Council Water Department	
Receipt Number : 09/2017-18/000026	Receipt For : Water Charge	Receipt Date: 11/09/2017
Consumer code : roh0000024 Owner Name : प्रकाश रामजी नांदगावकर Amount : Rs. 1800/- Owner Address: म फुले नगर Received From: प्रकाश रामजी नांदगावकर		

Bill Reference No. & Date	Details	Demand		Payment Received		Balance	
		Arrears	Current	Arrears	Current	Arrears	Current
1418-11/09/2017	Water Charge No dues	0	1800	0	1800	00	00



Amount Paid (in words): Rupees One thousand eight hundred only

Payment Mode

Mode	Amount	Transaction No	Transaction Date	Bank Name
Online	1800	NA	NA	NA

This is computer generated receipt no authorised signature required

Receipt for: Application Fee

	Roha Municipal Council Water Department	
Receipt Number : 09/2017-18/000025	Receipt For : Application Fee	Receipt Date: 11/09/2017
Service Request Number : SRN-09-2017-18-4132 Applicant Name : Kedar Khanvilkar Amount : Rs. 20/-		

Bill Reference No. & Date	Details
1417-11/09/2017	Application for Water Charge No Dues



Amount Paid (in words): Rupees Twenty only

Payment Mode

Mode	Amount	Transaction No	Transaction Date	Bank Name
Online	20	NA	NA	NA

This is computer generated receipt no authorised signature required

Certificate for: Water Charge No due

	Roha Municipal Council Water Department	
No Due Certificate / धकबाकी नसल्याचे प्रमाणपत्र (मुद्रित प्रमाणित महानगरपालिका अधिनियम 1949 चे अनुसूचीतील प्रकरण 8 अधिनियम 44, 45 व 46 अन्वये) Date / दिनांक : 11/09/2017 15:25:37 Certificate No. / प्रमाणपत्र क्र : CERT-09-2017-18-4132		
प्रती, प्रकाश रामजी नांदगावकर म फुले नगर		
Subject / विषय : सन 2017 - 18 धकबाकी नसल्याचे प्रमाणपत्र मिळविलेबाबत Reference / संदर्भ : SRN-09-2017-18-4132 आपला अर्ज क्रमांक दिनांक 11/09/2017		
महोदय / महोदया, संदर्भित विषयान्वये प्रमाणित करण्यात येते की, पाणी क्रमांक/roh0000024 याच्या नावे नोंद असून, सन 2017-18 पर्यंतचा सोबुर्ज पाणी रकम भरलेली असून, कोणतीही धकबाकी वेगे नाही.		
कर अधिक्षक, Roha Municipal Council		

This is computer generated receipt no authorised signature required

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