



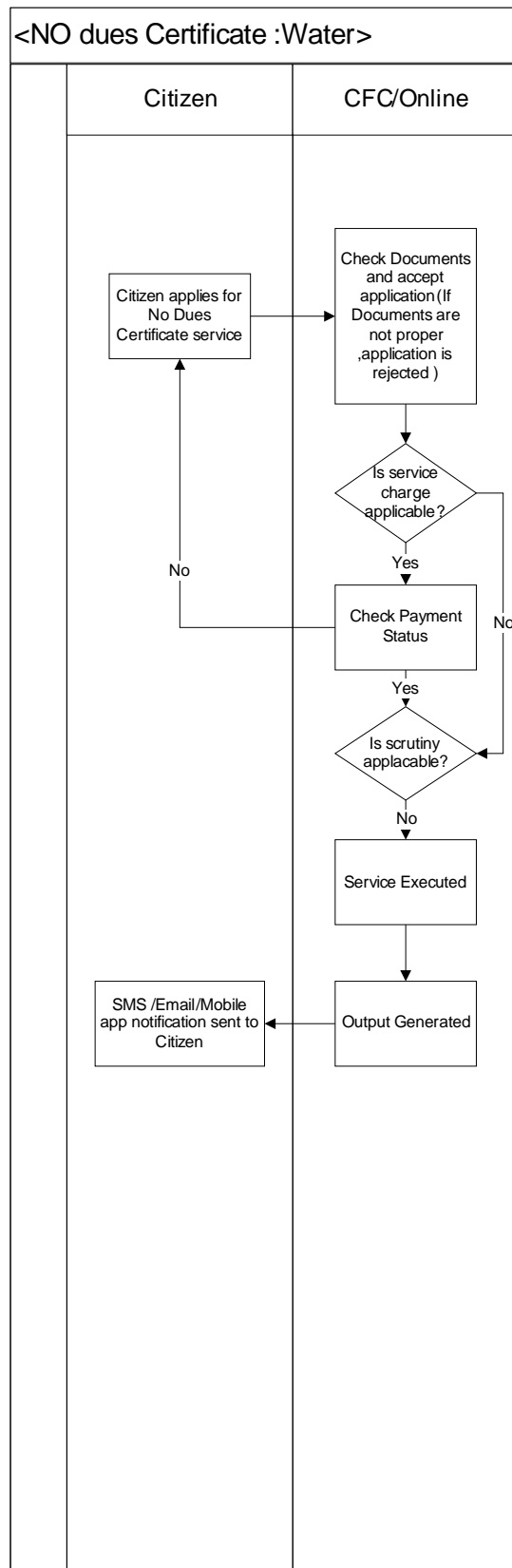
Service Name - NO Dues Certificate

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.
- **Timeline to complete the Services:**

Service Name	No. of days
No dues Certificate	3

2. Service wise workflow





3. Document checklist

Services	Required documents from Citizen	Documents verified by ULB
No Due Certificate	NA	Last payment receipt of water bill



4. Screenshots

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

Roha Municipal Council

Kedar Khanvilkar

No Dues Certificate for Water Charge

1 Search 2 Pay 3 Download

Search - Provide one...

Consumer Code: roh0000024

Email: _____

Mobile Number: _____

SEARCH

- 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

Kedar Khanvilkar

No Dues Certificate for Water Charge

✓ Search 2 Pay 3 Download

Payment Details

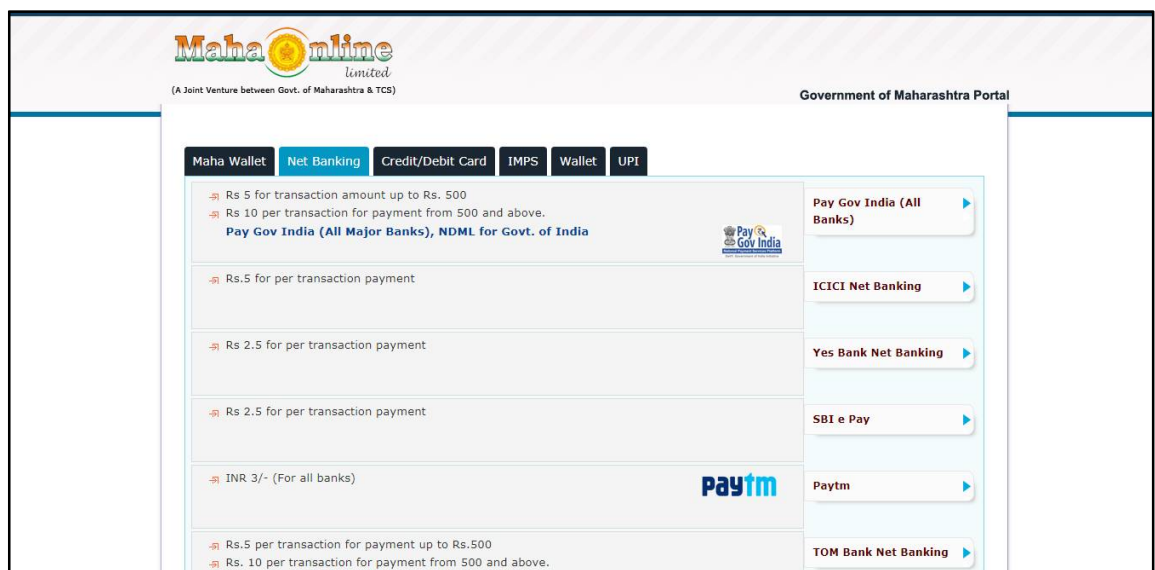
Tax Period From	Tax Period To	Tax Head	Outstanding Amount (Rs)
01/04/2017	30/09/2017	WATERCHARGE	900.00
01/10/2017	31/03/2018	WATERCHARGE	900.00
Application Fees (Rs)			20.00
Amount to Pay (Rs)			1820.00

CANCEL PAY

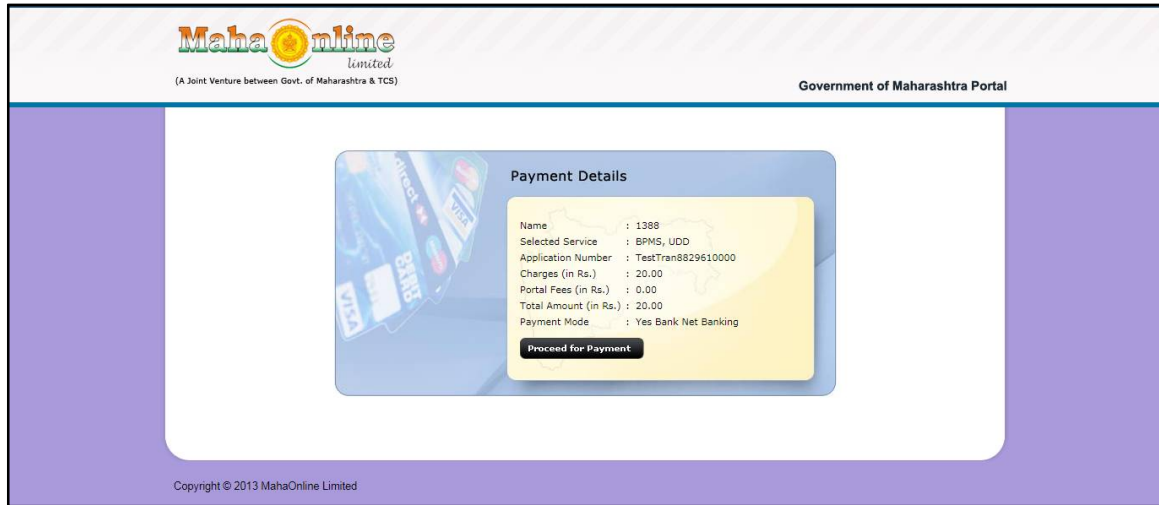
- Step 3: User should click on “Pay” button to proceed with payment. After Clicking on Pay Button, page will be redirect to the Mahaonline Payment Mode Page



- 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.

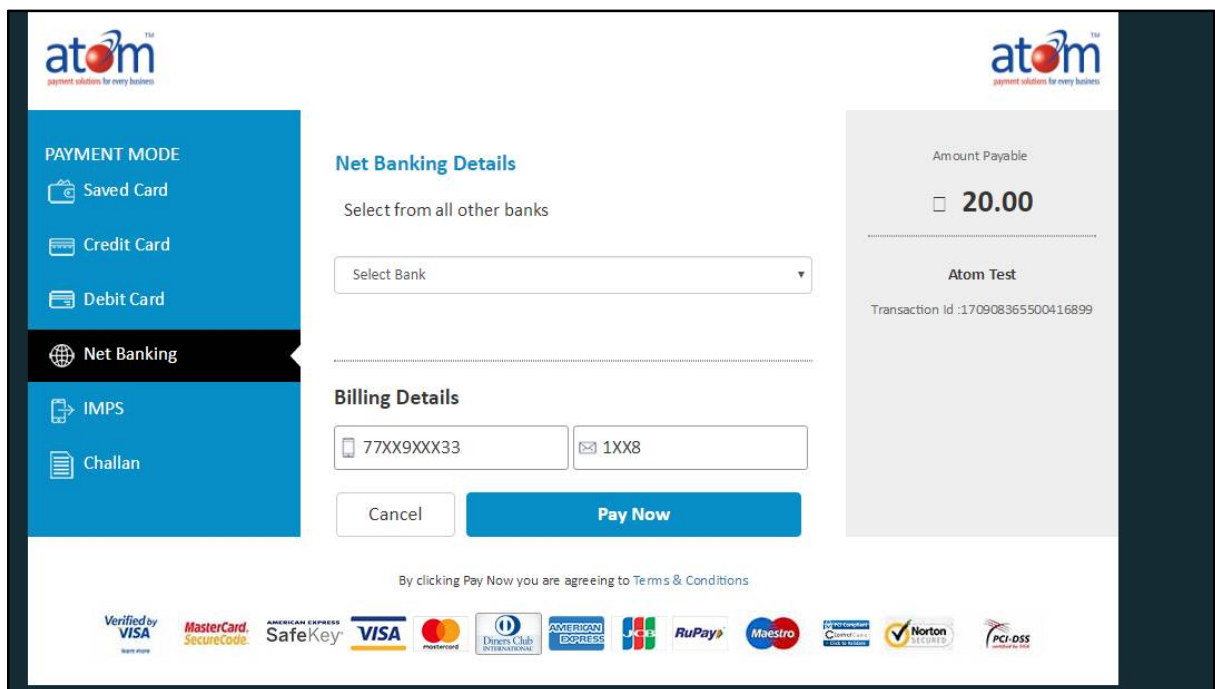


The screenshot shows the MahaOnline payment interface. At the top, it features the MahaOnline logo and the text "(A Joint Venture between Govt. of Maharashtra & TCS)". To the right, it says "Government of Maharashtra Portal". The main content area displays a "Payment Details" box with a background image of credit cards. The details listed are:

Field	Value
Name	: 1388
Selected Service	: BPMS, UDD
Application Number	: TestTran8829610000
Charges (in Rs.)	: 20.00
Portal Fees (in Rs.)	: 0.00
Total Amount (in Rs.)	: 20.00
Payment Mode	: Yes Bank Net Banking

Below the details is a "Proceed for Payment" button. At the bottom of the page, it says "Copyright © 2013 MahaOnline Limited".

- 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 payment interface. On the left is a "PAYMENT MODE" sidebar with 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 card number (77XX9XXX33) and an expiry date (1XX8). There are "Cancel" and "Pay Now" buttons. On the right, a grey box displays "Amount Payable" as 20.00, "Atom Test", and "Transaction Id :170908365500416899". At the bottom, a disclaimer states "By clicking Pay Now you are agreeing to Terms & Conditions", followed by various payment gateway logos including Visa, MasterCard, American Express, Diners Club, RuPay, and others.

- 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.

Welcome to Atom Bank
Atom Txn ID: 100000241231 Amt: 20.0000

☒ Success ☐ Failure

[Click To Transfer Funds](#)

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

Welcome to Atom Bank
Atom Txn ID: 100000241754 Amt: 1919.0000

☒ Success ☐ Failure


[Click To Transfer Funds](#)


paynetzuat.atomtech.in says:

url : <https://paynetzuat.atomtech.in/paynetz/atom?ITC=100000241754&BID=1000002417541&ClientCode=007&amt=1919.0000&Status=S>

OK

- 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
3 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 / धकबाजी नसल्याचे प्रमाणपत्र
 (मुद्रित प्रालिक 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 धकबाजी नसल्याचे प्रमाणपत्र मिळवोबाबत.
 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 संपूर्ण पाणी रकम भरलेली असून, कोणतीही धकबाजी वेगे नाही.

कर अधिकारी,
 Roha Municipal Council

This is computer generated receipt no authorised signature required

[DOWNLOAD](#)