

## **Help Document for New Learners Licence/Driving Licence**

**The following steps are to be followed for submitting the New Learner's Licence/Driving Licence**

- »Initially Click on the link "Issue of New Learner's Licence" link for LL.
- »Then a new PDF form opens where the entire details are to be entered.
- »Initially Click on the link "Issue of New Driving Licence" link for DL..
- »Then a new PDF form opens where the entire details are to be entered.
- »If the application is for Learner's Licence so select LL radio button, If the Application for Driving Licence Select DL radio button. .
- »Select the State and RTO and proceed by filling the details. as shown below.
- »After Entering the Date of Birth you will be provided a popup, you can select either YES/NO. Select YES.
- »If present and permanent address's are same of the applicant then select the Check Box, as shown below.

## Document for Submitting Learners Licence/Driving Licence

NEW

Application Number **202403**

**Form of Application for New Licence to Drive a Motor Vehicle** \* ☒ LL ☐ DL  
(Read the instructions on page-5 carefully before filling the form)

To,  
The Licensing Authority

State \* **UP-Uttar Pradesh**

Name of the RTO/DTO \* **UP32 -RTO, LUCKNOW**

UID

**Save for Offline**

**Part – A**

1. Name of the applicant

First Name \* **SAI** Middle Name **PRASAD** Last Name **PERUMANDLA**

Gender \* ☒ Male ☐ Female ☐ Others

1.1 Date of birth \* **04-06-1985** or 1.2 Age(In Years) **29**

(dd-mm-yyyy)

2. Place of Birth **LUCKNOW**

2(a) If place of birth is out side India, Month & Year when migrated to India:

Month  Year

3. Country by Birth \* **IND-INDIA**

3(a) Email Address **psaiprasad2002@yahoo.com**

4. Name of \* ☒ Father ☐ Mother ☐ Husband ☐ Guardian

First Name\* **SATYANARAYANA** Middle Name  Last Name **PERUMANDLA**

## Document for Submitting Learners Licence/Driving Licence

Please fill out the following form. You can save data typed into this form.

Tools Sign Comment Highlight Existing Fields

5. Permanent address :(Proof to be enclosed)	6. Present Address
	Present Address is same as Permanent Address <input checked="" type="checkbox"/>
a) Flat Number	123
b) Flat / House Name	12
c) House Number/Plot No	345
d) Street	SUGUNA
e) Locality	KORMANGLA
f) Village / Town / City	LUCKNOW
g) Taluka / Mandal	
h) District	
i) State	UP-Uttar Pradesh
j) PIN code *	123456
k) Phone	
l) Mobile	9966666043
m) Duration of Stay at	

8.50 x 11.00 in

### Part-B

»»Selection Of The Requested Transaction Service (with class of vehicle)) for LL

»»Click on the check box to which Cov's(Class of Vehicles) you require the LL

## Document for Submitting Learners Licence/Driving Licence

Please fill out the following form. You can save data typed into this form. Tools Sign Comment Highlight Existing Fields

**Part – B** Application Number **202403**

**11\*Requested Transaction Service (with class of vehicle)**

S.No.	DESCRIPTION OF VEHICLE TYPE	New LL	New DL
1	MOTOR CYCLE WITHOUT GEAR(NON TRANSPORT)-(MCWOG )	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	MOTOR CYCLE WITH GEAR (NON TRANSPORT)-(MCWG )	<input type="checkbox"/>	<input type="checkbox"/>
3	LMV -3 WHEELER NT-(3W-NT )	<input type="checkbox"/>	<input type="checkbox"/>
4	LMV-NT-CAR-(LMV )	<input type="checkbox"/>	<input type="checkbox"/>
5	LMV-TRACTOR-NT-(TRCTOR)	<input type="checkbox"/>	<input type="checkbox"/>
6	MOTOR CYCLE WITH GEAR (TRANSPORT)-(MCWGT )	<input type="checkbox"/>	<input type="checkbox"/>
7	MOTOR CYCLE WITH GEAR(TRANSPORT)PSV-(MCWGP )	<input type="checkbox"/>	<input type="checkbox"/>
8	LMV -3 WHEELER CAB-(3W-CAB)	<input type="checkbox"/>	<input type="checkbox"/>

## Part-C

»»(List of Enclosures (for Age Proof, Address Proof etc.,)) for LL

»»Enter the relevant documents that supports your age, address, education etc.

»»In Case of Driving Licence Enter the Details Of Relevant LL also.

»»If you are Applying for Transport Cov's, ensure you hold a valid Non-transport COV issued before one year.

## Document for Submitting Learners Licence/Driving Licence

2 / 5 200%

Tools Sign Comment

Please fill out the following form. You can save data typed into this form. Highlight Existing Fields

### Part - C

12) List of Enclosures (for Age Proof, Address Proof etc.,)

Document Type	Licence Number/Certificate No./Badge No., etc	Issuing Authority/Institute	Date of Issue (DD-MM-YYYY)
Address-Voter-ID	123456ELE	ELECTION DEPT	12/06/2003

## Part-D

»Just Go through the information and accordingly select the radio buttons

2 / 5 150%

Tools Sign Comment

Please fill out the following form. You can save data typed into this form. Highlight Existing Fields

### Part - D

13) I have submitted along with my application for Learner's Licence the written consent of my parent/guardian: - (For Candidates having age below 18 years) ☐ Yes ☒ No

14) I have submitted along with my application for Learner's Licence , I enclosed all the Necessary Enclosures / Certificates: - ☐ Yes ☒ No

15) I am exempted from the Medical test under rule 6 of the Central Motor Vehicles Rules, 1989 :-(Refer to Page-5) ☐ Yes ☒ No

16) I am exempted from preliminary test under rule 11(2) of the Central Motor Vehicles Rules, 1989 :-(Refer to Page-5) ☐ Yes ☒ No

17) I have been convicted / disqualified / my Licence was cancelled /suspended / my Licence was revoked ☐ Yes ☒ No

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Application Number

(If Yes, attach Documents):

If Yes, DL Number  Date of Conviction (dd-mm-yyyy)

Reason

I hereby declare that to the best of my knowledge and belief the particulars given above are true and I have enclosed all the necessary documents required as per the rules.

## Part-E

»»This section is applicable for the minors i.e. age between 16 to 18 years only

»»They must submit the application at the RTO by filling this section and they also need to take the signature of the parent/guardian as shown below

**Part - E** (Applicable for Learner Licence only if applicant's age is 16 to 18 years.)  
**UNDER SECTION 7(2) OF THE MOTOR VEHICLES ACT, 1988**

Shri / Kumari .....  
son/daughter of ..... who is a minor is under my care and I accept for his/her driving .

If at a later date I decide not to accept responsibility for his/her driving I shall intimate the licensing authority in writing for the cancellation of the licence.  
I give my consent for his/her obtaining learner's licence.

Name and full address of the parent/guardian

Signature of Parent/Guardian

Name of the Guardian : .....  
Address : .....  
City : .....  
District : .....  
Pincode : .....  
Relationship : .....

(To be signed in the presence of the licensing authority or person authorized in this behalf by the licensing authority)

## Part-F

»»It is entirely for office purpose you may not consider it.

## Document for Submitting Learners Licence/Driving Licence

Please fill out the following form. You can save data typed into this form.

(To be signed in the presence of the licensing authority or person authorized in this behalf by the licensing authority)

**Part - F**

**FOR OFFICE USE**

1) The applicant is exempted from the medical test under r. 6 and the preliminary test under r. 11(2) of the Central Motor Vehicles Rules, 1989.  
Learner's licence may be issued .....

2) The applicant was tested with reference to r. 11(1) of the Central Motor Vehicles Rules, 1989.  
He has passed the test. ....  
Learner's licence may be issued

3) He / She has failed in ..... LL ..... DL  
(Reasons should be specified) .....

4) Registration Mark(s) of the vehicle(s) on which Driving Skill test was conducted

S.No.	Class of Vehicle	Registration Mark of the vehicle	Details of Skill Test	Result

»»You do need to submit the document by cross checking the above information.

»»Firstly press on Submit Button.

»»Your Application will be submitted and save the Web Application Number generated for future reference.

## Document for Submitting Learners Licence/Driving Licence

4 / 5 150% Tools Sign

Please fill out the following form. You can save data typed into this form. Highlight B

Application Number **202403**

5) Learner's licence may be refused. ....

6) Signature of licensing authority or other person authorized in this behalf.

\*Strike out whichever is inapplicable.

Signature of the Issuing Authority

**THE FOLLOWING INFO IS APPLICABLE ONLY IN CASE OF APPLICATIONS SUBMITTED BY AUTHORISED/TRANSPORT SERVICE PROVIDERS in HIMACHAL PRADESH :**

USER ID:	<input type="text"/>	USER NAME :	<input type="text"/>
PASSWORD:	<input type="text"/>	DESIGNATION :	<input type="text"/>

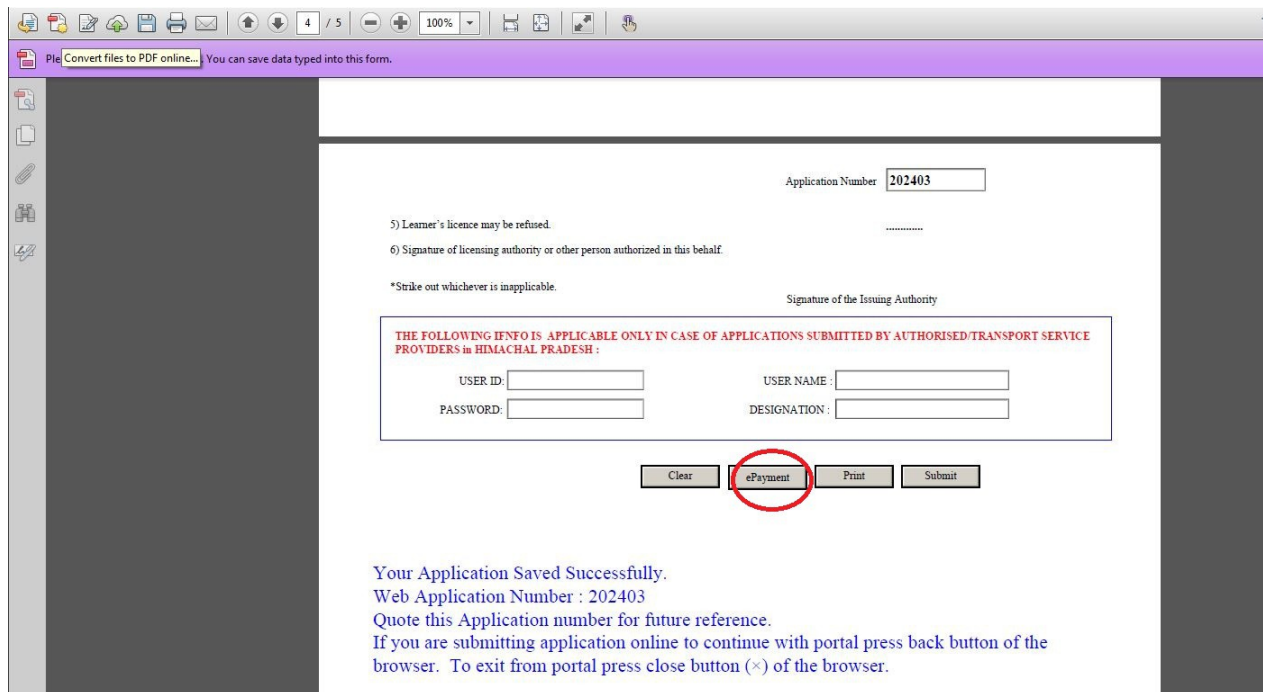
Clear ePayment Print **Submit**



**Follow rules only if E-payment is applicable, Else Ignore it.**

»»Then after you will be provided with a web application number for future reference.

»»The applicant can pay the fee directly from here just by clicking on the "E-payment" button



Application Number

5) Learner's licence may be refused.

6) Signature of licensing authority or other person authorized in this behalf.

\*Strike out whichever is inapplicable.

Signature of the Issuing Authority

**THE FOLLOWING INFO IS APPLICABLE ONLY IN CASE OF APPLICATIONS SUBMITTED BY AUTHORISED/TRANSPORT SERVICE PROVIDERS in HIMACHAL PRADESH :**

USER ID:  USER NAME :

PASSWORD:  DESIGNATION:

Your Application Saved Successfully.  
Web Application Number : 202403  
Quote this Application number for future reference.  
If you are submitting application online to continue with portal press back button of the browser. To exit from portal press close button (x) of the browser.

»»Once the applicant clicks on "E-payment" button the website redirects you to new browser and follow the steps as shown below.

»»Initially the loading of the payment process goes on as shown below.

## Document for Submitting Learners Licence/Driving Licence



»Then you need to press on "click here to continue e-payment"

»The details will be popup automatically and you can select either pay now or "pay later" buttons, If you select "pay later" you can pay the fee later

»Else if you can "Pay Now" by select the bank and entering the generated code and pay the fee. by clicking on "pay now"

## Document for Submitting Learners Licence/Driving Licence

10.160.2.101:8081/SOW4NewClient/ePayment.jsp?applno=202403&dob=04-06-1985

MINISTRY OF ROAD TRANSPORT & HIGHWAY  
Government of India

Sarathi  
ePayment (Version 1.0.0)

MASTER UPDATING EPAYMENT REPORTS

### Instructions For Online Payment for the LL/DL Applicants

1. Select "Make Payment" from EPAYMENT list Menu. If you are redirected to here from sarathi/nrportal Press "Continue ePayment" button Only .
2. Enter Application Number and Birth Date in the corresponding fields.
3. Click on "Click Here to Calculate Fee " Button.
4. Choose Payment Option.
5. Select Bank/Gateway from the Dropdown list Box.
6. Enter Generated code in the corresponding field.
7. Click on "Pay Now" Button to continue the payment.

[Click here to Continue ePayment](#)

Disclaimer: The details shown are for informational purposes only. They are based on the information received from the Department. NIC does not hold any responsibility for the contents.

10.160.2.101:8081/SOW4NewClient/ePayment.jsp?applno=202403&dob=04-06-1985

MINISTRY OF ROAD TRANSPORT & HIGHWAY  
Government of India

Sarathi  
ePayment (Version 1.0.0)

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Enter Application No:\* 202403 Enter Birth Date:\* 04-06-1985 (dd-mm-yyyy) [Click Here to Calculate Fee](#)

Applicant Name: SAI PRASAD PERUMANDLA RTO: RTO, LUCKNOW State: Uttar Pradesh

#### Transaction Details

Transaction	Class Of Vehicle	Fee Amount	AF/CF/Fine	T
ISSUE NEW LL	MCWOG	30.0	0.0	
Grand Total				

Total Amount to be paid (₹): 30.0 Thirty Rupees Only

#### Payment Options

☒ Net Banking ☐ Master/Visa Debit Card

List of Banks [select--](#)

Generated Code: 7 Z P y F S

\*Enter above code:

Mail will be sent to this id: psaiprasad2002@yahoo.co SMS will be sent to this Phone No: 9966666043

[Pay Now](#) [Pay Later](#) [Home](#)

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10.160.2.101:8081/SOW4NewClient/ePayment.jsp?applno=202403&dob=04-06-1985

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Enter Application No:\* 202403 Enter Birth Date:\* 04-06-1985 (dd-mm-yyyy) Click Here to Calculate Fee  
Applicant Name: SAI PRASAD PERUMANDLA RTO: RTO, LUCKNOW State: Uttar Pradesh

**Transaction Details**

Transaction	Class Of Vehicle	Fee Amount	AF/CF/Fine	T
ISSUE NEW LL	MCWOG	30.0	0.0	
Grand Total				

Total Amount to be paid (₹): 30.0 Thirty Rupees Only

**Payment Options**

List of Banks: STATE BANK OF INDIA Generated Code: 7ZPyFS  
\*Enter above code: 7ZPyFS

Net Banking  
Master/Visa Debit Card

Mail will be sent to this id: psaiprasad2002@yahoo.co SMS will be sent to this Phone No: 9966666043

Pay Now Pay Later Home

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10.160.2.101:8081/SOW4NewClient/Proceed.jsp

Go back one page  
Right-click or pull down to show history

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Sarathi ePayment (Version 1.0.0)

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For further confirmation please note this Sarathi Token No : 2014bo001958

Application No: 202403  
Applicant's Name: SAI PRASAD PERUMANDLA  
Date: 24-06-2014  
Gateway/Bank: STATE BANK OF INDIA  
ISSUE NEW LL-MCWOG-30.0-0.0-30.0

**Transaction Details:**

Amount(₹): 30.0 Thirty Rupees Only

**Terms and Conditions :**  
PLEASE MAKE SURE THAT THE STATE FOR WHICH YOU ARE APPLYING IS FINAL AND NO CHANGES ARE ALLOWED AFTERWARDS. ONCE PAYMENT IS MADE THERE IS NO WAY TO CANCEL THE APPLICATION. PLEASE CONFIRM AND PROCEED FOR PAYMENT. You'll access this site solely for the payment purpose and you acknowledge that any reliance on any opinion, advice, statement or information available on the site shall be at your sole risk and consequences. NIC and its affiliates, subsidiaries, employees, officers, directors, and agents, expressly disclaim any liability for any loss or damage of any kind for any loss that you incur in the event of any deficiency in the services of the service provider, failure or disruption of the site of the service provider, act or omission of any other party involved in making this site or the data contained therein available to you, or from any other cause relating to your access to, inability to access, or any other matter arising there to text label.

Proceed For Payment Cancel

»»When you click on "proceed for payment" then it redirects

to bank site and you can pay the fee.

»If you opt for "pay later" then you can pay the fee later by selecting the link "Online Payment" which available on the home screen.

»The Process repeats the same but we need to enter the "Application Number and Date of Birth" then press "click here to calculate fee"

»From then the Process repeats the same as above payment methodology BY clicking on "Pay Now".

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Government of India

**ePayment** (Version 1.0.0)

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Enter Application No.:\*  Enter Birth Date:\*  (dd-mm-yyyy) [Click Here to Calculate Fee](#)

Applicant Name:  KYC:  State:

**Transaction Details**

Transaction	Class Of Vehicle	Fee Amount (Rs)	AF/CF/Fine (Rs)	Total

Total Amount to be paid (₹):

**Payment Options**

List of Banks: --select--

Generated Code: UW9SIP

\*Enter above code:

Mail will be sent to this id:

SMS will be sent to this Phone No:

[Pay Now](#) [Pay Later](#) [Home](#)

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## Document for Submitting Learners Licence/Driving Licence

File Edit View History Bookmarks Tools Help

Problem loading page Chrome Settings Help Document for LL Welcome to Sarathi ePay... Bing

10.160.2.101:8081/SOW4NewClient/ePayment.jsp

सत्यमेव जयते Government of India

**Sarathi** on Web ePayment (Version 1.0.0)

MASTER UPDATING EPAYMENT REPORTS

Enter Application No:\* 202403 Enter Birth Date:\* 04-06-1985 (dd-mm-yyyy) Click Here to Calculate Fee  
Applicant Name: SAI PRASAD PERUMANDL RTO: RTO, LUCKNOW State: Uttar Pradesh

**Transaction Details**

Transaction	Class Of Vehicle	Fee Amount	AF/CF/Fine	Total
ISSUE NEW LL	MCWOG	30.0	0.0	
Grand Total				

Total Amount to be paid (₹): 30.0 Thirty Rupees Only

**Payment Options**

List of Banks  
--select--

Generated Code: 685712  
\*Enter above code:

☒ Net Banking  
☐ Master/Visa Debit Card

Mail will be sent to this id: psaiprasad2002@yahoo.c SMS will be sent to this Phone No: 9966666043

**Pay Now** **Pay Later** **Home**

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