

Step 1:-Type website name mptownplan.gov.in and enter below screen will be displayed

Step 2:- After opening the page click on Link E-Services as shown below screen will appear,



Step 3:- Click on emptownplan link as shown below screen will be appear



Step:- 4 After opening the page above for online application of Land use Certificate & Layout permission mouse pointer needs to drag on Online Applications options refer to below screen.



Step:- 5 (I) For apply Land use certificate – Select Land use certificate Form,

(II) For Apply Layout Permission – Select Layout Permission Form,

Step:-5 By clicking on link refer to step 4 for Land use certificate above screen open where applicant need to furnished required details and save. While click on save button your application send to TNCP Department and applicant will receive reference number and receipt.

| 🕒 संचालनालय नगर तथा ग्राम निर्हे 🗙 🔛 Wel   | come to Town & Cour 🗙 🔠 Welcome to Town & Cour 🗙                            | 🗋 Vayam Intranet                  | ×                  | - 1   | ) ×                         | k – |
|--|---|-----------------------------------|--------------------|---|-----------------------------|-----|
| $\leftrightarrow \Rightarrow \mathbf{C}$ www.emptownplan                           | n.gov.in/initLandUseAdd.do?method=initAdd&d                                 | flag=H                            |                    |   | $\stackrel{\frown}{\simeq}$ | ≡   |
|  | Land Use Certificate F  | orm/भूमि उपयोग प्रमाण -           | <u> पत्र फार्म</u> | The fields which are marked * is mandatory.       |                             | -   |
| Choose Langague For Filling Form   | ENGLISH HINDI   |                                   |                    |   |                             | (   |
| Applicant Details/आवेदक विवरण :  |   |                                   |                    |   |                             | 1   |
| *Applicant Name/आवेदक का नाम :   | Father Name/पिता का नाम :   |                                   | e-Mail/इ-मेल :     |   |                             |     |
| *Mobile/मोबाइल नंबर :  | Phone Number/फ़ोन नंबर :  |                                   |                    |   |                             |     |
| *District/जिला :   | चुने 🔹 *Tahsil/तहसील :  | चुने ▼                            | *Village/ग्राम :   | चुने ▼  |                             |     |
| "Patwari Halka Number/पटवारी हल्का लम्बर:  | : Other Information/अंल्य जानग  | कारी:                             | *Address/पता :     |   |                             |     |
| " Khasra Details/खसरा विवरण:   | Check Owner Name Khasra No. কৃপব<br>Add More সাঁব জাই Delete Data জিনীবে কব | ा एक बॉक्स में एक ही खसरा एंटर को |                    |   |                             |     |
| Document Details/दस्तावेज के विवर  | ण:  |                                   |                    |   |                             |     |
| 1. पी - ॥ फॉर्म खसरा पांचसाला की मूल अभिप्रम                                       | ाणित सत्यापित प्रति   | Choose File No file chose         | n                  |   |                             |     |
| <ol> <li>२०० मीटर क्षेत्र के भीतर स्थित खसरा अक्स व</li> </ol>                     | र्ही मूल अभिप्रमाणित सत्यापित प्रति   | Choose File No file chose         | n                  |   |                             |     |
| ि Click here, if you are not machine<br>Enter the character shown in the image/इमे | ज में लिखे अक्षर इंटर करे   | ]                                 |                    |   |                             |     |
|  |   |                                   |                    |   |                             | -   |
| 1 6 📄 💿  | 🕹 🔿 🚺 📲   |                                   |                    | * 10 空 (1) 10 10 10 10 10 10 10 10 10 10 10 10 10 | 41 PM<br>31/2014            | 4   |

## After submitted the case, below screen will apear with fee link.

| H Welcome to Town & Cour x H Add Details x   | - 🗇 🗙                           |
|--|---------------------------------|
| ← → C 🗋 localhost46997/SVN_eTCP/saveLandUse.do   | ⊕☆ =                            |
| III Apps For quick access, place your bookmarks here on the bookmarks bar. Import bookmarks now                |                                 |
|  |                                 |
| Your application has been send to T&CP department, an SMS has been sent on your mobile number as confirmation. |                                 |
| File Number of your application is: BPLLU2212. Please note it for online tracking of application anytime.      |                                 |
| As per your Khasra Numbers, you have to pay: ₹ 50/- as Land Use Certificate Fees                               |                                 |
| Please submit your fees on clicking <u>Click Here to Submit Fees</u> link.                                     |                                 |
| Please click on Print Reciept button to take reciept   |                                 |
| Print Reciept  |                                 |
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|  | ▲ 🏴 🕪 🗊 😢 4:41 PM<br>31/10/2014 |

After click on "Click here to submit fees" link, E-form for Cyber reciept will apear as showing below.

| 🖁 Welcome to Town & Cour 🗙   | 🗅 Cyber Treasury 🛛 🗙 📃                   |  | - 0 ×  |  |  |  |  |  |
|--|--|--|--------|--|--|--|--|--|
| ← → C 🗋 www.mptre  | ⊕☆ =                                     |  |        |  |  |  |  |  |
| ## Apps For quick access, place your bookmarks here on the bookmarks bar. Import bookmarks now |  |  |        |  |  |  |  |  |
| र्ट्ट)<br>मध्य प्रदेश शासन<br>वित्त विभाग  |  | <b>Treasuries L Accounts</b><br>Department of Finance<br>Govt. of MP   | ۵<br>۱ |  |  |  |  |  |
|  | E-form for Cyber Receipt                 |  |        |  |  |  |  |  |
| About Cyber Treasury   |  |  |        |  |  |  |  |  |
|  | FILE NO                                  |  |        |  |  |  |  |  |
| ▶ Help   | OFFICE NAME*                             |  |        |  |  |  |  |  |
|  | DISTRICT*                                | Select District   (in which circle code is located)  |        |  |  |  |  |  |
| ▶ FAQ  | DEPOSITOR/ DEALER NAME*                  |  |        |  |  |  |  |  |
| Home   | FL<br>Ri<br>CI<br>(ff                    | AT/BLOCK NO: PREMISES / BUILDING / VILLAGE<br>DAD/STREET/LANE: AREA/LOCALITY Madhya Pradesh T<br>Try/DISTRICT: Select City T STATE/UT Madhya Pradesh T<br>Dher city. specify) PII/CODE |        |  |  |  |  |  |
| VERIFY   | E - MAIL *                               | (FOR GETTING RECEIPT)  |        |  |  |  |  |  |
|  | HEAD OF ACCOUNT<br>NAME OF ACT *         | Click here to Select Head of Account   |        |  |  |  |  |  |
|  | PURPOSE*                                 | Click here to Select the Purpose   |        |  |  |  |  |  |
|  | ASSESSMENT YEAR/<br>CONCERNING YEAR*     | Click here to Select Year 🔻  |        |  |  |  |  |  |
|  | ASSESSMENT PERIOD/<br>CONCERNING PERIOD* | Click to Select Period 🔻   |        |  |  |  |  |  |
|  | AMOUNT *                                 |  | -      |  |  |  |  |  |
|  | BANK NAME*                               | Click to select Bank Name 🔻 🥗  |        |  |  |  |  |  |
|  |  |  |        |  |  |  |  |  |
| = 🤌 🛅 [  | 🗧 🖸 🌻 🚺                                  | 😯 🐛 😡 💹  |        |  |  |  |  |  |

Step:- 6 For Layout Permission by clicking as stated in link above screen will open where user can furnish the required details and save the record by clicking on save button record forward to TNCP department and applicant will receive reference number and receipt.

| 🕐 सेचालनालय नगर तथा ग्राम निः 🗙 🔛 Welcome to Town & Cour 🗴 🔛 Welcome to Town & Cour 🗴 🕒 Vayam Intranet 🛛 🗙 💭                      | - 🗖 🌅     | ×  |
|---|-----------|----|
| ← → C 🗋 www.emptownplan.gov.in/initPersonnelDetailAddOut.do?method=initAddOut&flag=H  | \$        | ≡  |
| Layout Permission Application Form(Section 29/1 and Section 16) The fields which are marked * is man                              | ndatory.  | )^ |
| (Applicant and Layout Details-Bridger / Histor (4949):  |           | 1  |
| *Application Received From/आवेदन- जहां से प्राप्त हुआ: चुने 🔹 If High Rise Permission/अगर आवेदन हाई राइज के लिए हे 🔲 Please check |           |    |
| <sup>●</sup> Application Type/आवेदन प्रकार: सेक्शन 29 / • Applicant Name/आवेदक का नाम : *e-Mail/मेल :                             |           |    |
| "Mobile/मोबाइल नंबर : चुने ● "Tahsil/तहसील : चुने ●   |           |    |
| °Village/गांव : चुने ▼ Consultant Name/कसलटेट का नाम: Consultant Regis. No/कसलटेट रजिस्ट्रेशन नंबर.                               |           |    |
| Consultant Mobile/कंसलटेंट मोबाइल : Consultant e-Mail/कंसलटेंट ईमेल *Applicant Address with PIN Code/पता :                        |           |    |
| Permission Land Use : चुने • Permission For चुने • Project Name/परियोजना का नाम :   |           |    |
| "Khasra Numbers/खसरा नवर्स : "Total Area:(in Square meter)"   |           |    |
| Check Development Authority No Development Authority Date Nazul NOC No Nazul NOC Date   |           |    |
|   |           |    |
| Add More গাঁ বাই Delete Data টেনাত ক  |           |    |
| *Layout in .DWG format Choose File No file chosen Please Upload .DWG file of your Layout Plan                                     |           | •  |
|   | 2:44 PM   |    |
|   | 10/31/201 |    |

Furture process will be same as Landuse certificate entry as mentioned in Step-5.