Land Use Certificate Help Manual

Go to hmda website <u>www.hmda.gov.in</u> and click on "online dpms" link as shown below:



After clicking on Online DPMS link the page will redirect to DPMS home page where you can apply for Land Use Certificate through online. Please refer below page:

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ARCHITECT'S / STRUCTURAL ENGINEER'S RE	GISTRATION CITIZEN REGISTRATION	1
Click Here For Architect Registration	Click Here For Citizen Registration	
 Any proposal to HMDA has to be filed by registered architects a 	s per G.O. 168. Any proposal to HMDA can be made by registering to H	IMDA.
 Any COA registered Architect can apply for registration to HMD. An architect shall have to be registered with HMDA by paving R 	Any citizen can apply for registration to HMDA. Use the button "Click here for Citizen Registration" to a	tet registered with HMDA.
Architect of HMDA.	Login credentials to Development Permission Manager novided to citizens through SMS/E-mail that is provided	ment System(DPMS) will be
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How to apply for new case:

Click on "land use" option to apply for land use certificate where you can apply for new case and even you can view or edit the existing case by providing file number, mobile number and OTP shared to your mobile as shown below:



When you click on "apply for new" option the page will redirects you to the application form where you have to fill all the required information with mandatory marks mentioned in "*" symbol. Please refer below:

) Apply For Landuse - Google Chrome								
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* Applicant Name		* Address						
* Mandal	Select v	* Village	v					
* District		* Email						
* Mobile No		* Pin Code						
▲ Land Details								
* Location Type	Select v	* Extent of Area(Sq.Mt.)						
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If there are multiple or more than one survey number to be entered then provide the survey number one after another in the respective field and after entering the survey number click on "add" option provided below the survey number as shown below:

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	Dear Applicant, you would require mobile number & file nur	nber to view/ edit any existing application. Plea	ase provide correct data.	
		Fields marked with * are mandatory	🖺 Save	
Applicant Information				
* Applicant Name	shashi	* Address	shai	
* Mandal	Abdullapurmet	 Village 	Abdullapur	*
* District	Ranga Reddy	* Email	shashi@gmail.com	
* Mobile No.	9855888966	* Pin Code	501512	
Land Details				
* Location Type	Extended area of Erstwhile HUDA (HMDA)	Extent of Area(Sq.Mt.)	1200.00	
* House No.	12			
* Nearest Landmark	temple			
# Survey No.	12			
	Survey No Premise\Door No.			
Location Of Land	▼ Add	Remove		

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In the above image after clicking on add button the specified survey number will be added in the drop down list and if you want to add another survey number please enter the number in the respective field then click on "add" button and in the same way you can add the multiple survey number as shown below:

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Mandal	Abdullapurmet	*	* Village	Abdullapur	•
* District	Ranga Reddy		* Email	shashi@gmail.com	
* Mobile No.	9855888966		* Pin Code	501512	
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After filling the information please click on 'save' button as shown below:

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* Applicant Name	satish	* Address	saya nagar colony						
* Mandal	Bibinagar 🔻	* Village	Annampatia 🔻						
* District	Nalgonda	* Email	satish@gm ail.com						
* Mobile No	9885588877	* Pin Code	501215						
▲ Land Details									
* Location Type	Extended area of Erstwhile HUDA (HMDA)	* Extent of Area(Sq.Mt.)	1200.00						
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* Nearest Landmark	ne ar hote l								



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After clicking 'save' button temporary file number is generated, please refer below image:

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* Applicant Name		shashi				* Address		shai	
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After generation of temporary file number documents, Geo location, payments & proposal flow tab option will be activated, Please attach the required documents and provide the geo coordinates for your site under reference as shown below:



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File No	: HMDA/TEMP/0684	4/17											Close
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After attaching the documents please click on "submit technical aspects" option and then click on "submit" button as shown below:

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Property Tax receipt (Applicable only for MCH area).			



After clicking the submit button you will get a confirmation which states that your file has been submitted and it will ask to pay the processing fee. Please refer below:

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() 125.18.	177.135:8082/Bpam	sClient/Proposal/ApplyLa	ndUse.aspx?ipro	osalId=2972&iVal=2&mode=1&imsgId=5922&isPrt=0&SpecialPrjType=0	
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Please pay the processing charges through online mode by selecting the "pay now" option on the same page or through online DPMS website as shown below:

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* Mandal		Abdullanurmot	* Village	Abdullapur	
* District		Ranga Reddy	* Email	sdafa@sfasd.com	
* Mobile No.		232232222	* Pin Code	222223	
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Land Details					
* Location Type		Extended area of Erstwhile HUDA (HMDA)	• Extent of Area(Sq.Mt.)	123	
* House No.		12			
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After clicking on "online payment" option the page will redirects you to payment mode. Please enter your file number in the respective field & click on 'go' option and confirm the terms and conditions by clicking on check boxes.

Please select the payment mode that you would like to prefer and click on "pay" option as shown below:



After making the payment you can see your payment status of your file will be as "paid" and there is a permanent application number generated Please refer below image:

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* Mandal	Ibrahimpatnam 🔻	" Village	Adibatla	v
* District	Ranga Reddy	* Email	krishh@yahoo.com	
* Mobile No	5877788555	* Pin Code	501512	
▲ Land Details				
* Location Type	Erstwhile Hyderabad Airport Development Authority 🔻	* Extent of Area(Sq.Mt.)	1251	
# Surve y No.	719			
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Application Information Document		Fields marked with * are mandatory	問 Send To HMDA
Applicant Information			
* Applicant Name	Krishnaveni	* Address	krishna nagar colony
* Mandal	Ibrahimpatnam 🔻	* Village	Adibatla
* District	Ranga Reddy	* Email	krishh@yahoo.com
* Mobile No	5877788555	* Pin Code	501512
Land Details			
* Location Type	Erstwhile Hyderabad Airport De 🚍 Alert	×	1251
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Now you can send your file to HMDA by clicking on "send to HMDA" button as shown below:

🗅 Apply For Landuse - Google Chrome			
() 125.18.177.135:8082/BpamsClient/Proposal/ApplyLan	dUse.aspx?iproposalId=3384&iVal=2&mode=10&	timsgId=5522&isPrt=0&SpecialPrjType=0	Q
File No : 000447/LU/P5/HMDA/26042017	Initial Fee : Paid		
Application Information Document		Fields marked with * are mandator	Send To HMDA
 Applicant Information 			
* Applicant Name	Krishnaveni	* Address	krishna nagar colony
* Mandal	Ibrahimpatnam 🔻	• Village	Adibatla 🔻
* District	Ranga Reddy	* Email	krishh@yahoo.com
* Mobile No	5877788555	* Pin Code	501512
▲ Land Details			
* Location Type	Erstwhile Hyderabad Airspit D 🖶 Alert 🗙 1251		
# Surve y No.	719 This Proposal	has Sent to HMDA, File will	
* Nearest Landmark	tata be available in process. Please	e refer the file no.	
	000447/LU/P5 reference.	/HMDA/26042017 for future	
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🕘 🥝 🖸 😂 🚳		Address 🧧 http	://125.18.177.135:8081/BP4 ▼ 🐓 ≏ and 🕼 4:41 PM 26-04-2017

Your file has been sent to the authority now.

You can download your land use certificate issued by the authority by clicking on "land use certificate" option as shown below:

🗅 Apply For Landuse - Google Chrome				
① 125.18.177.135:8082/BpamsClient/Proposal/ApplyLan	dUse.aspx?iproposalId=3384&iVal=2&mode=2∈	nsgId=5522&lisPrt=0&SpecialPrjType=0	ବ୍	
File No : 000447/LU /P5/HMDA/26042017	Initial Fee : Paid		Land Use Certificate	
Application Information Document				
 Applicant Information 		Fields marked with * are mandatory		
* Applicant Name	Krishnaveni	* Address	krishna nagar colony	
* Mandal	Ibrahimpatnam 🔻	* Village	Adibatla 🔻	
* District	Ranga Reddy	* Email	krishh@yahoo.com	
* Mobile No	5877788555	* Pin Code	501512	
▲ Land Details				
* Location Type	Erstwhile Hyderabad Airport Development Authority	Extent of Area(Sq.Mt.)	1251	
# Surve y No.	719			
* Nearest Landmark	tata			



How to view or edit existing case:

To view of edit your existing application, please click on "view / edit exiting" option as shown below:



Please provide your file number and mobile number with OTP received on your mobile. Please refer below:

Home	CO F Land Use Certificate Help Manual - Microsoft Word Insert Page Layout References Mailings Review View	-	o x
🚆 🔏 Cut	Registration - Google Chrome		Find *
Paste Form	① 125.18.177.135:8082/BpamsClient/LUApply.aspx	Q Change	Bac Replace
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	File No . 435/LU/P5/HMDA/2404201 Mobile 9887788858 View		
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Page: 11 of 11	Words: 439 🕉 🛄) 🕀
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You can also view the status of your proposal in the "proposal flow" option provided as shown below:

							_ @ ×
125.18.177.135:8082/	/BpamsClient/Proposal/ApplyLandUs	e.aspx?iproposalId=2969&iVal=2&mc	ode=10&imsgId=5919&isPrt=0&SpecialPrjType=0				
File No : HMDA/TE	MP/0542/17	Initial Fee : Un Paid					Close
	Dear Applicant,you w	ould require mobile number & file	number to view/ edit any existing application	. Please prov	vide correct data.		
				🖺 Edit	🖺 Send To HMDA		🖺 Pay Now
Application Informa	tion Document Geo Locatio	n Payment Proposal Flow					
			Fields marked with * are mandatory				
→Pro	oposal Forwarded 🍦 Proposal Returne	d ✔ Proposal Holder 💥 Flow Ends	Open/Close All				
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+ krishna kur 1min	Submissi n1		Time Taken: 0 Days,0 Hours,1 Minutes			Hide	
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Name	Designation	Date	Remarks				
No data found							

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Note:

- 1. Please make sure that for all Municipal Areas 'Door No's.', 'House No's.', 'Plot No's.' are mandatory and for all Non-Municipal Areas 'Survey Number's' is mandatory.
- 2. You can edit your proposal before payment the processing charges only, after paying the charges you cannot edit your existing proposal.
- 3. Please make note of your temporary file number which is generated before payment and permanent file number which is generated after making initial payment for your future reference.
- 4. If you have not received your OTP on your mobile, please try again to generated OTP by clicking on "send OTP" option.
- 5. The permanent file number will be generated after making the initial payments only.