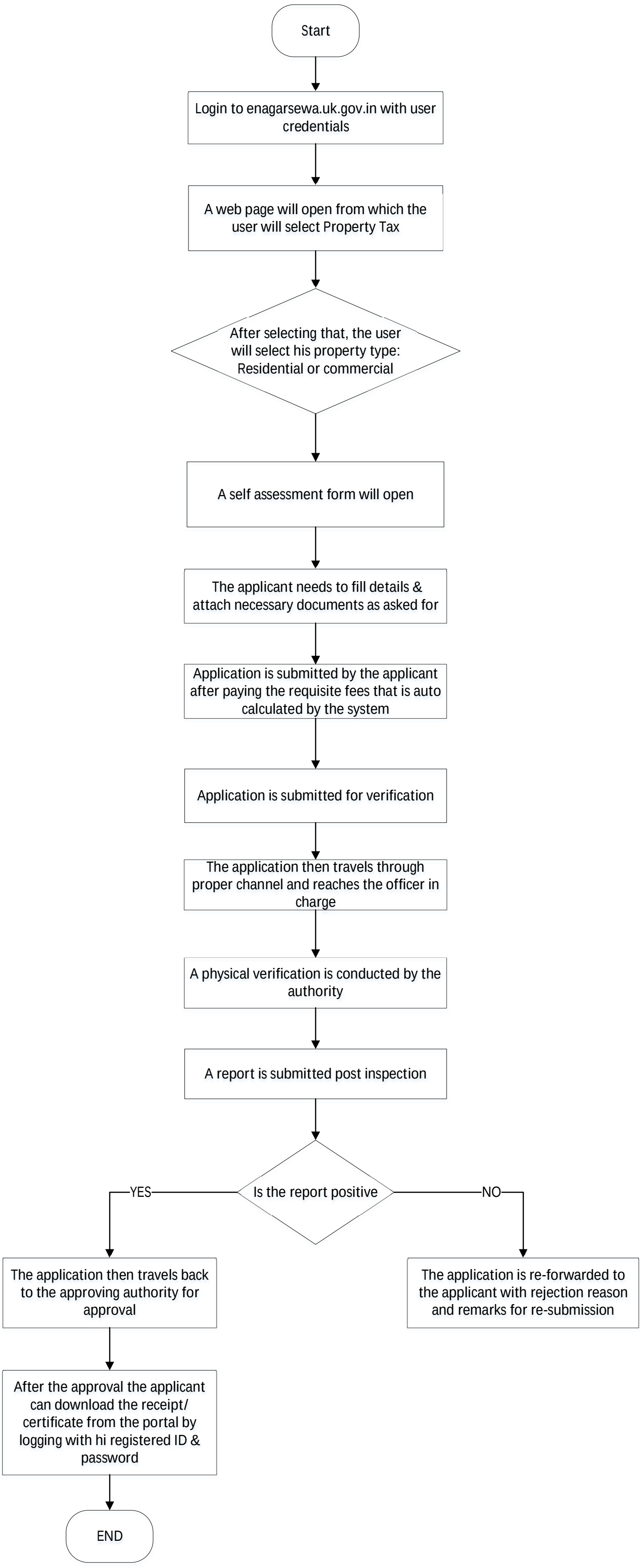
Start
Login to enagarsewa.uk.gov.in with user credentials
A web page will open from which the user will select Property Tax
After selecting that, the user will select his property type: Residential or commercial
A self assessment form will open
The applicant needs to fill details & attach necessary documents as asked for
Application is submitted by the applicant after paying the requisite fees that is auto calculated by the system
Application is submitted for verification
The application then travels through proper channel and reaches the officer in charge
A physical verification is conducted by the authority
A report is submitted post inspection
Is the report positive
YES
NO
The application then travels back to the approving authority for approval
The application is re-forwarded to the applicant with rejection reason and remarks for re-submission
After the approval the applicant can download the receipt/ certificate from the portal by logging with hi registered ID & password
END