

**PROCEDURE FOR OBTAINING**  
**ONLINE**  
**Water Tap Connection**

---

- ❖ The applicant will visit the online ULB websites (Example: <http://siddipetmunicipality/waterapp>) or <http://cdma.telangana.gov.in/waterapp> for applying new Water Tap Connection.
- ❖ In the application form applicant need to select concerned district, ULB and also need to enter existing Property Tax Identification Number.
- ❖ Along with existing information populated, applicant need to fill all the required fields and to upload mandatory documents regarding Water connection.
- ❖ Mandatory Documents are:
  - Property Tax Receipt(Latest)\*
  - Food Security/BPL Certificate
  - Self Declaration Form\*
- ❖ After submission of application form, Applicant will get SMS with Unique application number, which can be used for tracking application status at various levels.
- ❖ Online submitted application form will be scrutinized under various steps viz., Field inspector verification, Commissioner Approval, Chairperson Approval and Work order issuance.
- ❖ After work order execution, applicant will receive the SMS to pay the initial fee which includes Supervision charges, Security Deposit, Road cutting, Laying Pipe line Charges, Drilling and Tapping charges.
- ❖ Applicant should pay the fee through online using Application Request Number.
- ❖ Then Work execution will be completed.
- ❖ Applicant can download the New Water Tap Connection Certificate through ULB Website or CDMA Web Portal using application request number.

-----END-----