

## PROCEDURE FOR OBTAINING Property Tax Identification Number through Online

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- ❖ The applicant will visit the online ULB websites(Example:<http://siddipetmunicipality/newasmtapp>) or <http://cdma.telangana.gov.in/newasmtapp> for applying new Property Tax Identification Number.
- ❖ Applicant has to provide all the required information in the form page.
- ❖ After completion of the successful submission, Applicant will receive SMS with Unique Application number. With that application number he can track the application Status.
- ❖ And also applicant will get the acknowledgement.
- ❖ Online submitted application form will be scrutinized under various steps viz., Field Verification and Commissioner Verification.
- ❖ Revenue Inspector will do the physical verification of the property and submits his recommendation to the Commissioner for approval / rejection of the application.
- ❖ Commissioner will approve/Reject the application.
- ❖ After commissioner approval Final Property Tax identification number will be generated. And the same number will be sent as SMS to the applicant for further process.

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