

PROCEDURE FOR OBTAINING ONLINE Trade License

- ❖ The applicant has to visit the online ULB websites (Example:<http://siddipetmunicipality/tradeapp>) or CDMA website <http://cdma.telangana.gov.in/tradeapp> for applying new Trade License.
- ❖ Applicant will fill the form with required information and upload the mandatory documents.
- ❖ **Mandatory Documents are:**
 1. ID Proof ([Aadhaar Card - Individual], [PAN/Incorporation Certificate - Business])
 2. Lease Deed/Legal Occupancy ([Owner -Property Tax Receipt], [Tenant - Owner Occupancy Certificate])
- ❖ After Submission of the application, applicant has to pay Trade fee through online payment gateway, integrated in the same application using Credit/Debit card.
- ❖ After completion of successful Payment, Applicant will receive SMS with Unique application number and applicant can instantly download the Trade license certificate. (Using the Unique application number, applicant can track the application status at various levels.)

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