

## Revenue - Change of Land Use

1	Name of Approval / NOC / License / Registration	<b>Change of Land Use</b>
2	Competent Authority	Board of Revenue
3	Applicability Criteria	o SDM Court
4	Stage	Pre-Establishment
5	SLA/ Number of Days	45 Days
6	Documents Required	(i) Self Declaration of all Land Holders (ii) Map of land (including Quadriplegic), signed by all Land Holders (iii) Document of Updated Circle Rate, determined by Collector (iv) Certified copy of updated Khatauni (v) Certified copy of updated Khasra
7	Form Submission	<a href="http://niveshmitra.up.nic.in/">http://niveshmitra.up.nic.in/</a>
8	Fee	2% of Circle Rate
9	Mode of Payment	Online
10	Procedure for getting license	<b>Step- 1 :</b> a) The applicant shall open the Online Single Window Portal using the address b) Register in Online portal using their personal Details and Contact Details. c) A password is generated and sent thru SMS/Email. Using the User id and Password to log into the online Web portal.

	<p><b>Step – 2 :</b> After logging into the web portal, the Applicant shall fill the common application form and create Unit.</p> <p><b>Step – 3 :</b> Select apply for permission, choose unit, select Department “Board of Revenue” and service “Change of land use” then click on proceed.</p> <p><b>Step – 4 :</b> The applicant will go ahead, attach required documents and submit the application form for service “Change of land use”</p> <p><b>Step – 5 :</b> The SDM office shall review the application and send to Tehsildar for inspection.</p> <p><b>Step – 6 :</b> Tehsildar submits inspection report to SDM.</p> <p><b>Step – 7 :</b> SDM raises query within 7 days if required on the basis of Tehsildar’s inspection report.</p> <p><b>Step – 8 :</b> Applicant corrects queries raised by SDM Office</p> <p><b>Step – 9 :</b> On the basis of review report, SDM Office attaches the case number and send to online system for uploading</p> <p><b>Step – 10 :</b> Calculated Fee submitted by Applicant Online</p> <p><b>Step – 11 :</b> Hearing &amp; remarks given by SDM</p> <p><b>Step – 12 :</b> Applicant Downloads the Certificate from online system</p>
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