

Prepared for : Maharashtra Motor Vehicle Department , Government of Maharashtra

# **VAHAN on Web**

# Permit

# (User Manual)

Version 1.0.0, Release Date: 18-August-2016

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# **Disclaimer**

PERMIT module is a part of revamped applications for **National MMP** - **Transport Computerization Project**. As the applications are still under development, the content of this user manual is subject to change and up gradation. All future modifications and updates in the software modules shall be included in a subsequent version of the manual time to time.

This documentation is always under active development and as such there may be mistakes and omissions. Watch out for these and please report any you find to NIC. Contributions of material, suggestions and corrections are welcome.

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(For Authorized Users Only)

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#### User Manual – Permit LOGIN TO VAHAN 4.0

These services are available on <u>https://parivahan.gov.in</u>. For availing these services, RTO staff is supposed to contact office head to get user credentials of this Portal. RTO System administrator will create login credentials for all employees and give them necessary duties.

On Top Right corner you will find LOGIN option. Expand this and click on VAHAN LOGIN.



You will find LOGIN screen as given below. Login here with your own credentials as received from VAHAN administrator.

🗋 @gov.in	× 💥 VAH	IAN 4.0 × 👔	VAHAN 4.0	×			Person 2 👝 🖬 🗙
← → C' 🔒 http	s://parivahan.g	<b>jov.in</b> /vahan/vahan/ui/lo	ogin/login.xhtml				☆ 📷 😑
ຢ Getting Started ( 🕄 IN	ITRANIC 🍱 MMVD-1	WEBSITE 🗋 KBS 🗋 e-HRADI	1 🗋 FireWall Request 🗋	eSubmision VAHAN 4.0 (Bet	a) 🔀 SARATHI 4.0 fn	rom 31-07 👌 Apps   e-Gov AppStore 🛛 My Spectranet	>> 🗋 Other bookmarks
सत्यमेव जयते	ahan IIEd	MINIS		AD TRANSP( Government of		HIGHWAYS	A* A A English Language •
🔒 Home 🔲 Knov							Login
							VAHAN is the flagship e
				SOLUTION FOR V		JISTRATION	
$\lambda L$	b = 222	0 1		under National Transport		Login	
V d				2006. The purpose of the			
				ations related to Vehicle		User ID *	
a				whole country. The project			
	r	has achieved a many suc	cesses and crossed s	ignificant milestones in the		Password *	
past years.						Enter Verification Code: *	
				ate and Central levels in the		02642	
				ic replication mechanism. A		05545	
			running on these cons	olidated databases. These			
include citizen-ce	entric applications	ŝ					
				Read More 🕤			
						🔓 Login	
					l		
🦺 start 🔰 💿 🛚	AHAN 4.0 - Google	💈 SatyajeetShared on s	FINAL MANUALS - VA.	🔮 VehicleDealetreg.doc	VAHAN 4.0 - FI	NAL.d	🔇 🎯 🥩 1:00 PM

# **GOODS PERMIT - Workflow**

Users may follow the steps given below for Issuance of Permit of vehicles.

- 1. Data Entry and Application Inward
- 2. Permit Fee Collection
- 3. Permit Verification
- 4. Permit Approval
- 5. Permit Print

## Step 1> Data Entry and Application Inward

This will generate unique Application Inward Number for this transaction.

16	VAHAN is the flagship e-Governance application under National	Login
Valla	Transport Project, a Mission Mode Project initiated in year 2006. The	
disc	purpose of the application was to automate the RTO operations	User ID *
alco	related to Vehicle Registration, Permit, Taxation, Enforcement in the	sopr7
	whole country. The project has achieved a many successes and	Password *
crossed significant milesto	nes in the past years.	
In 2009, another major ir	itiative was undertaken to consolidate the RTO data to State and Central	Enter Verification Code: *
levels in the form of Sta	te Registry (SR) and National Registry (NR) databases through periodic	<b>16062</b>
replication mechanism. A	number of National and State level online applications are running on these	
consolidated databases. 1	hese include citizen-centric applications	16062
	Read More	
		1 Login

Once you logged into the system, you need to select assigned OFFICE and ACTION to be carried out.

Select Assigned Office & Action	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI)	<ul> <li>Application</li> <li>Old</li> <li>Registration</li> <li>Pending</li> <li>No</li> <li>Software</li> <li>No</li> <li>Appl No</li> <li>Appl Days</li> </ul>
Select Action:	Application No:
PERMIT-APPL-ENTRY	Part 1 (First Six Chars) Part 2 (Next Ten Chars)
Show Form	MH1608
	Get Pending Work Pull Back Application

For New Permit Application, select the menu option **'PERMIT-APPL-ENTRY'** and click on button **'Show Form'**.

Once you click on '**Show Form**' button following form asking for vehicle number will open. Enter vehicle registration number and click on '**Get Details**' button, it will fetch existing details of the same vehicle from central server.

	National	Informatics	Centre
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(For Authorized Users Only)

Following snapshot showing the entire permit details fields.

e-Vahan A Home @ Report -	👤 Update Profile 👻	Welcome ALL ROLES , U D C, Maharashtra 🛛 🕞 LOGOL
	PERMIT APPLICATION ENTRY	
	Permit for Registered     Vehicle     Permit by     Name	
	Vehicle Number:	
	MH43BG0026	
	Get Details Reset	
Owner Detail Permit Detail Other Vehicle I	Information	
Permit Details		
Registration No	Permit Action	Permit Type∗
MH43BG0026	Fresh Permit	Goods Permit
Period Mode*	Period	Permit Category
MONTHLY	5	Select Premit Category
Date Of Replacement	Services Type Ordinary Service	
Area-Details		
•		
Route-Details		
	٩	
	- WITT IN PUNE DISTRICT.	
	No of Trips	
	0	
Optional Details		
Parking Place	Purpose of Journey	Goods to Carry
PUNE	TRIP	
96 characters remaining.	296 characters remaining.	40 characters remaining.
	Save	

On this form, Text with \* (Star) mark is mandatory to enter.

#### (For Authorized Users Only)

Open the tab **Permit Details**. Select **Permit Action** then select permit type as **"Goods permit"** from **Permit Type** dropdown list.

Select appropriate permit mode as **monthly/yearly** from **Permit mode** dropdown list and according to that enter value of period in text field. Then select **Date of replacement** and finally select **Service type** from **service type** dropdown list.

Select 'Area-Details' and 'Route-details'. After that we have three optional details fields enter those details. These details are not mandatory to enter.

You can check tax details of vehicle by clicking on **OTHER VEHICLE INFORMATION** tab. Then click on the **SAVE** button to generate unique application number. This will display following window, showing unique application number. Pl note down application number and click on **Exit for another application** button.

Application Number
Application Number generated :MH1608000000358. Please note down the Application No for future reference.
Exit for Another Application

After clicking on **Exit for another application** again click on **HOME** button to redirect to home page and then click on **logout** button.

#### Step 2> Permit Fee Collection

The user having authority to collect fees and taxes (Cashier) need to log into the system for collecting payments. Once you login Enter Last 10 characters of application number or select **Pending Appls Last 30 Days** radio button and click on 'Get pending work' Button.

-								
Sele	ct Assigned Office & A	ction		Get Pendir	ng Work			
	ct Assigned Office: 3HI (NEW MUMBAI)	-		•	110	Software	Registration 🧿 No	Appls Last
	ct Action: OUNT-STATEMENT	-				Appl No Get Pending Wo	rk	30 Days
	Show F	Form						
Prev	vious 30 Days Pending	Appls ing Worl	x(S) For The So From [ 06-Jul	elected Office [ -2016 ] To [04-2		V MUMBAI)	1	
				⊲ 12 ⊳ ►	•			
Sr.N o	Application No 🗢	Application Date	Vehicle No	Purpose	Last Remark	Movemen t Sr.No	A	ction
1.	MH1608000000358	04-Aug-2016	MH43BG0026	Fresh Permit		2	PERMIT-F	EE

#### (For Authorized Users Only)

Click on '**PETMIT-FEE**' button to view the Permit fee form after that click on **SAVE** button for payment.

Permit Fee	Details Owner De	etails								
Registra	tion No			Period Mode				Period		
MH43B				MONTHLY			-	5		
Permit T	уре			Permit Category				Services Typ	)e	
Goods F			-	Select			•	Ordinary Se		-
Permit S								<u> </u>		
Area/R	oute Details									
Route ar	nd Area Details									
ROUTE	DETAIL									
	Route Code		Fr	om		То			Via	
	1	WITH I	N PUNE I	DISTRICT	WIT	H IN PUNE DISTRICT		WITH IN PUNE	DISTRICT	
AREA D	DETAILS :WITH IN PU	JNE DISTRICT	Ē							
Permit Fe	1		-							
S.No.	Permit Head	Permit f	rom	Permit Upto		Vehical Class		Fee	Fine/Penalty	Add/Remaove Fee
1.	Fresh Permit 🔹	04-Aug-201	6	03-Jan-2017		Goods Carrier	600		0	+ -
						Grand Total:	600		0	
USER/SER	VICE CHARGES:							τοται ρι	AYABLE AMOUNT: R	s. 600/-
Boymoni	t Collection Panel									
	ayment Mode:									
Cash			-							
				Save	set	Revert Back For Re	actificat	on		
				Save Re	sei		ecunca			
Do you y	want to continu	Ie I								
20,00										
Total An	nount to paid ir	n Cash								
	n Dunaaai 600									
	n Rupees: 600									
_										
-	Yes 🛛 🗙 N	٥V								

Once you click on 'Yes' button, the receipt will be generated. Print the receipt

Department Copy	GOVERNMENT	OF MAHARASHTRA			
RECEIPT/APPL No:	Motor Vehi	cle Department W MUMBAI),MH			
Vehicle Class: Received From:	Goods Carrier SAMAR PAWAR	100000000000000000000000000000000000000			
Date: Vehicle No:	04-Aug-2016 MH43BG0026	Chassis No:	TRNSOPOT	12345	
Regn Date:	04-Aug-2016				
Particular		Amount	Penalty	Total	
Fresh Permit GRAND TOTAL (in Rs):	600/- (SIX HUNDRED ONLY)	600	0	600	
Note-This is computer	generated slip, no need of sigr	nature.		ALL ROLES	
Customer Copy				NO 6651 / 30 151	
Customer Copy	GOVERNMENT	OF MAHARASHTRA		<b>新建和</b> 理	
Customer Copy	Motor Vehi	cle Department			
	Motor Vehi VASHI (NEV	cle Department W MUMBAI),MH			
RECEIPT/APPL No:	Motor Vehi VASHI (NEV MH43R1608000028/MH	cle Department W MUMBAI),MH			
	Motor Vehi VASHI (NEV	cle Department W MUMBAI),MH			
RECEIPT/APPL No: Vehicle Class:	Motor Vehi VASHI (NEV MH43R16080000028/MH Goods Carrier	cle Department W MUMBAI),MH			
RECEIPT/APPL No: Vehicle Class: Received From:	Motor Vehi VASHI (NEV MH43R16080000028/MH Goods Carrier SAMAR PAWAR	cle Department W MUMBAI),MH	TRNSOPOT	12345	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No:	Motor Vehi VASHI (NEV MH43R16080000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43BG0026 04-Aug-2016	cle Department W M UM BAI), M H 16080000000358	TRNSOPOT	12345 Total	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016	cle Department W MUM BAI),MH 1608000000358 Chassis No: Amount 600			
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit	Motor Vehi VASHI (NEV MH43R16080000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43BG0026 04-Aug-2016	cle Department W MUM BAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016	cle Department W MUM BAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total 600	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit GRAND TOTAL (in Rs):	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016	cle Department N MUMBAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit GRAND TOTAL (in Rs):	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016 600/- (SIX HUNDRED ONLY)	cle Department N MUMBAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total 600	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit GRAND TOTAL (in Rs):	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016 600/- (SIX HUNDRED ONLY)	cle Department N MUMBAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total 600	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit GRAND TOTAL (in Rs):	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016 600/- (SIX HUNDRED ONLY)	cle Department N MUMBAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total 600	
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit GRAND TOTAL (in Rs):	Motor Vehi VASHI (NEV MH43R1608000028/MH Goods Carrier SAMAR PAWAR 04-Aug-2016 MH43B60026 04-Aug-2016 600/- (SIX HUNDRED ONLY)	cle Department N MUMBAI),MH 1608000000358 Chassis No: Amount 600	Penalty	Total 600	

If you want to make changes click on **REVERT BACK FOR RECTIFICATION** button, it will redirect form to the **PERMIT\_APPL\_ENTRY** where you can make changes.

## Step 3> Permit Verification

Data entered by the data entry operator in step 1 need to be verified by the RTO authority. User having data verification privileges need to login for data verification.

Data entered into the system is expected to be cross checked with the records on original papers submitted by the vehicle owner for Permit application.

Once you login, enter Last 10 characters of application number or select 'Pending Appls Last 30 Days' radio button and click on 'Get Pending work' Button.

User Manual – Permit			(	For Autho	rized Users Only)
Current Running Registration No:					MH43
Permit MH/43/NP/2016/2 issued for Appl.MH1608	0000000344[MH43BG0	027}	× HSRP	× Smart C	ard 💿 Cash Coun
Select Assigned Office & Action		Get Pe	nding Work		
Select Assigned Office: VASHI (NEW MUMBAI)  Select Action:  ACCOUNT-STATEMENT  Show Form				Old Offware opt No et Pending Wo	Registration
Sr.N Application No O Date	Vehicle No	Purpose	Last Remark	Movemen t Sr.No	Action
1. MH1608000000358 04-Aug-2016	MH43BG0026	Fresh Permit	Fee Submitted Fee 3 ubmitted	<sup>3</sup> з	PERMIT-VERIFICATIO
· · · · · · · · · · · · · · · · · · ·					

Click on '**PERMIT-VERIFICATION**' button to proceed further and it will navigate to Permit Verification details form. Verify these details and click on '**File Movement**' button to forward the application for final approval.

✓ Application No : MH1608000000358,		RIFICATION you approve the p	ermit	
Owner Detail Permit Detail Other Vehicle I	nformation			
Owner Information				
Owner Name • SAMAR PAWAR Seating Capacity • 2 Mobile No• 2349723948 Vehicle Category MEDIUM GOODS VEHICLE	Son/Wife/Daughter of • SANTOSH Unladen Weight (Kg.) 4605 Email ID Registration Date 04-Aug-2016		Vehicle Cla Goods Ca Laden Weig 11900 Owner Cate GENERAL	vrier v ght (Kg.) egory
New Current Address         House No. & Street Name •       Village/To         FC       VAHSI         Landmark/Police Station       State         District       PIN Code         Thane       \$872346	htra 🔻	New Permanent Ad House No. & Stree FC Landmark/Police S District Thane	t Name *	Same as Current Address Village/Town/City • VAHSI State Maharashtra PIN Code • 872346
	<ul> <li>Save-Option:</li> </ul>	s 🕈 Back		

This will open following window to select any option from the three.

User Manual – Permit	
➡File Movement	
Bave Save	
▲ Homepage	Η
▼ Save-Options	🕈 Back

File Movement: Clicking on this will open one more window as given below.

Select **Proceed to Next Seat**, to approve the verification and to forward the application for approval.

Select **Hold Due to Incomplete Application**, if application is incomplete and missing some required documents. This will allow selecting the missing documents from the list. This will generate and print <u>disapproval</u> notice to be given to the vehicle owner which also contains remark of the inspecting authority.

Select **Revert Back for Rectification** button to send application back to the data entry operator for required <u>corrections</u>.

Click on SAVE button to save the application without forwarding to the next seat for verification.

Click on Homepage to navigate to the home page without saving the changes made in the application.

ffice Remarks	Proceed to Next Seat
DFFICE REMARK ?	<ul> <li>Hold Due to Incomplete Application</li> <li>Revert Back for Rectification</li> </ul>

Selecting **Proceed to Next Seat** will ask your confirmation and will forward application to the next seat, if confirmed by you. Click on '**Yes**' button to confirm.



# User Manual – Permit **Step 4> Permit Approval**

This is the last step of Issuance of new permit transaction. The user having authority to approve the Permit should log into the system.

Once you login, enter last 10 characters of application number or select '**Pending Appls Last 30 Days'** radio button and click on '**Get Pending work'** Button to get all pending applications for the approval.

Select Assigned Office & Action	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI) Select Action: ACCOUNT-STATEMENT Show Form	<ul> <li>Application</li> <li>Old</li> <li>Registration</li> <li>Application</li> <li>Software</li> <li>Appl No</li> <li>30 Day</li> <li>Application No:</li> <li>Part 1 (First Six Chars)</li> <li>Part 2 (Next Ten Chars)</li> <li>MH1608</li> <li>0000000358</li> <li>Get Pending Work</li> <li>Pull Back Application</li> </ul>
Sr.N Application No o Application Date	Purpose Movemen Last Remark t Action Sr.No
1. MH16080000000358 04-Aug-2016 MH43BG0026 Fresh	Permit 4 PERMIT-APPROVAL

Click on '**PERMIT-APPROVAL**' button, to approve the desired application. This will display entire application details. Click on '**File Movement**' button to issue the New Permit.

.After approval, system will navigate you to the home page and permit number will be displayed at home page

Application No : MH160800	00000358, Pe	rmit Validity : When you	approve the per	mit	
	) ther Vehicle Infor				
Permit Details		Permit Action		Damait Turaa	
Registration No MH43BG0026		Fresh Permit	-	Permit Type∗ Goods Permit	-
Period Mode*		Period		Permit Category	
MONTHLY	•	5		Select Premit Category	-
Date Of Replacement		Services Type		Permit Sub Type	
		Ordinary Service	-	Area/Route Details	
Paid Fee Details					
S.No. Purpose	Vehicle 1	No. Recipt No.	Fee	Fine/Penalty	Recipt Date
1. Fresh Permit	MH43BG0026	MH43R1608000028	600	0	04-Aug-2016
Route-Details	<ul> <li>A     <li>→     <li>1 - W</li> <li>WITH</li> <li>←</li> <li>←</li> <li>←</li> <li>←</li> </li></li></ul>	م ITT : WITH IN PUNE DISTRICT III 1: WITH IN PUNE DISTRICT			
		No of Trips			
Optional Details					
Parking Place		Purpose of Journey		Goods to Corry	
		TRIP		Goods to Carry	
96 characters remaining.		296 characters remaining.		40 characters remaining.	

#### (For Authorized Users Only)

When you approve the transaction the Permit number will be generated and it is displayed on home page.

	Welcome ALL ROLES , U D C, Maharashtra 🛛 🕞
Current Running Registration No:	× HSRP × Smart Card © Cash Cour
Permit MH/43/GP/2016/5 issued for Appl.MH16080000000358[MH43BG0026]	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI)  Select Action:	Application     Old     Registration     Pending     No     Software     No     Appls     Application No:
ACCOUNT-STATEMENT	Part 1 (First Six Chars)       Part 2 (Next Ten Chars)         MH1608       0000000358         Get Pending Work       Pull Back Application
	L

#### Step 5> Permit Print

After Approval, you can print the Permit for the vehicle for which new permit is issued. For this you need to login with user having duty of permit-printing.

On home page select 'Assigned Office' and Action as 'PERMIT-PRINT' and click on 'Show Form' button.

Select Assigned Office & Action	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI)  Select Action:  PERMIT-PRINT  Show Form	Application     Old     Registration     Pending     No     Software     Appl No     Software     Application No:     Part 1 (First Six Chars)     MH1608     O000000358     Get Pending Work     Pull Back Application

You have to select **Print by purpose and permit type** and select permit purpose as Fresh Permit from **select any purpose** drop down list.

Then select Permit type as Goods permit from **SELECT ANY PERMIT TYPE** drop down list. Then select document type as **PART A** and click on **GET DETAILS** button. This will display the list of all Permits' pending for printing.

Jser Manual – Permit (For Authorized Users Only)							
PERMIT PRINT							
🔵 Print By Registration Number 💿 Print By Purpose and Permt Type 🔵 Re-Print your Permit							
							nder Slip
Select Any purpose :		Select Any Permit Typ	pe :		Select Docu	ment Type :	
Fresh Permit	-	Goods Permit		-	PART A		-
	Get Details						
S.No Application No	Application Date	Vehicle No	Permit No./Offer N o.	Last Pu	blic Remar k	Last Office Remark	PRINT
1 MH16080000000358	04-AUG-2016	MH43BG0026	MH/43/GP/2016/5				PRINT
		1	1				

You can print Permit either by entering the application number or Registration Number or Permit number. Then click on **PRINT** button to print the Permit.

The Alert box will be shown for printing confirmation. Click on **Confirm Print** button for Permit printing.

nel
9
× Cancel

When you click on **Confirm Print** button it will print the selected PERMIT.

If you click on Cancel button then it will redirect control to PERMIT PRINT form.

[FRESH PERMIT]			
TRANSPORT	DEPARTMENT, MAHA	RASHTRA	
PERMIT IN R 1. Permit No 2. Name Of The Permit Holder 3. Father's Name 4. Address 5.(i) Registration Date (ii) Registration Date (iii) Make/Model (iii) Make/Model (iii) Number of Persons to be carried (iii) Number of Persons to be carried (iii) Replacement Of Vehicle (iii) Number of Persons to be carried (iii) Replacement Of Vehicle (iii) Other Criteria Field 6. The route or routes of the area for which th Route Code From 1 WITH IN PUNE DISTRICT Region Covered :	MH438G0026 04-AUG-2016 ASHOK LEYLAN TRNSOPOT1234 12231534 Goods Carrier 2	5 arashtra Thane-872346 AD LTD/1212E3ST/6 5 Via WITH IN PUNE DISTRICT	
7. Validity of the Permit : 8. Load Capacity of Vehicle : (i) Gross Weight of Vehicle (ii) Unladen Weight (iii) Pay Load 9. Nature of Goods to be carried 10. Conditions of Permit Date 04-AUG-2016	From: 04-AUG- 11900 4805 7295	2016 To: 03-JAN-2017 Secretary, Regional Transport Authority, VASHI (NEW MUMBAI),Maharashtra	

If you want to reprint the Permit then mark on '**Re-Print your Permit**' radio button present at top of the form. Then you can reprint Permit either by entering the application number or Registration Number. Then click on **RE-PRINT** button to print the Permit again.

	PERMIT PRINT							
	○ Print By Registration Number ○ Print By Purpose and Permt Type ● Re-Print your Permit							
	Application No      Registration No							
		Re	gistration No:					
		L.	1H43BG0026					
	Get Details							
S.No	Application No	Vehicle No	Purpose Code	Document Id	Operation Date	RE-PRINT		
1	MH1608000000358	MH43BG0026	Fresh Permit	PART A	04-AUG-2016	RE-PRINT		

The Alert box will be shown for printing confirmation. Click on **Confirm Print** button for Permit printing.

Printed Confirmation F	'anel
N	10
Do you want to contin	ue

When you click on **Confirm Print** button it will print the selected PERMIT.

# **PASSENGER PERMIT - Workflow**

Users may follow the steps given below to issue permit to goods and passenger vehicles.

- 1. Data Entry and Application Inward
- 2. Permit Fee Collection
- 3. Permit Verification
- 4. Permit Approval
- 5. Permit Print

### **Step 1> Data Entry and Application Inward**

This will generate unique Application Inward Number for this transaction.

$\lambda $	VAHAN is the flagship e-Governance application under National	Login
Vanai	Transport Project, a Mission Mode Project initiated in year 2006. The	
	purpose of the application was to automate the RTO operations	User ID *
alee	related to Vehicle Registration, Permit, Taxation, Enforcement in the	sopr7
	whole country. The project has achieved a many successes and	Password *
crossed significant milestor	es in the past years.	
In 2009, another major ini	tiative was undertaken to consolidate the RTO data to State and Central	Enter Verification Code: *
levels in the form of Stat	e Registry (SR) and National Registry (NR) databases through periodic	05320
replication mechanism. A n	umber of National and State level online applications are running on these	00000
consolidated databases. Ti	nese include citizen-centric applications	05320
	Read More	
		To Login

Once you logged into the system, you need to select assigned OFFICE and ACTION to be carried out.

Select Assigned Office & Action	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI)	<ul> <li>Application</li> <li>Old</li> <li>Registration</li> <li>Pending</li> <li>No</li> <li>Software</li> <li>No</li> <li>Appl No</li> <li>30 Days</li> </ul>
Select Action:	Application No:
PERMIT-APPL-ENTRY	Part 1 (First Six Chars) Part 2 (Next Ten Chars)
Show Form	MH1608
	Get Pending Work Pull Back Application

For New Permit Application, select the menu option '**PERMIT-APPL-ENTRY**' and click on button '**Show Form**'.

Once you click on '**Show Form**' button following form asking for vehicle number will open. Enter vehicle registration number and click on '**Get Details**' button, it will fetch existing details of the same vehicle from central server.

#### (For Authorized Users Only)

Open the tab **Permit Details**. Select **Permit Action**, permit type will automatically fetch according to which type user selected during new registration of this vehicle.

e-Vahan A Home	e 🧿 Report 👻	👤 Update Profile 👻	Welcome ALL ROLES , U D C, Maharashtra 🛛 🕞 🗋
		PERMIT APPLICATION ENTRY	_
		Permit for Registered     Vehicle     Name	
		Vehicle Number:	
		MH43BG0025	
		Get Details Reset	
wner Detail Permit Detail	Other Vehicle	Information	
Permit Details			
Registration No		Permit Action	Permit Type∗
MH43BG0025		Fresh Permit	Contract Carriage Permit
Period Mode*		Period	Permit Category
YEARLY	-		BUS ( CC PERMIT)
Date Of Replacement		Services Type	
		Ordinary Service	
Area-Details			
	14-		
Route-Details			
		م	
	( ➡);	I - WITTI: WITH IN PUNE DISTRICT. MTH II	
	(	No of Trips	
		0	
Optional Details			
Parking Place		Purpose of Journey	Goods to Carry
S		TRIP	NO
99 characters remaining.		297 characters remaining.	38 characters remaining.

On this form, Text with \* (Star) mark is mandatory to enter.

#### (For Authorized Users Only)

Select appropriate permit mode as **monthly/yearly** from **Permit mode** dropdown list and according to that enter value of period in text field. Then select **Date of replacement** and finally select **Service type** from **service type** dropdown list.

Select 'Area-Details' and 'Route-details'. After that we have three optional details fields enter those details. These details are not mandatory to enter.

You can check tax details of vehicle by clicking on **OTHER VEHICLE INFORMATION** tab.

Then click on the **SAVE** button to generate unique application number. This will display following window, showing unique application number. Pl note down application number and click on **Exit for another application** button.

Application Number
Application Number generated :MH1608000000330. Please note down the Application No for future reference.
Exit for Another Application

After clicking on **Exit for another application** again click on **HOME** button to redirect to home page and then click on **logout** button.

#### Step 2> Permit Fee Collection

The user having authority to collect fees and taxes (Cashier) need to log into the system for collecting payments.

Once you login Enter Last 10 characters of application number or select pending Appls last 30 days radio button and click on 'Get pending work' Button.

Selec	t Assigned Office & A	ction			Get Pendin	g Work				
VAS	t Assigned Office: HI (NEW MUMBAI)	•			<u> </u>	Application 🔵 No	Old Software Appl No	C Registr	ation 💿	Pending Appls Last 30 Days
	MIT-APPL-ENTRY	•					Get Pendir	ng Work		
	Show F	Form								
Prev	rious 30 Days Pending	Appls ing Worl	x(S) For The So From [ 06-Jul				W MUMI	BAI) ]		
			14	a 1:	2   >>   >1					
Sr.N o	Application No 🗢	Application Date	Vehicle No	Pu	irpose	Last Remar	k t Sr.1		Ac	tion
1.	MH1608000000330	04-Aug-2016	MH43BG0025	Fresh Pe	ermit		2	F	PERMIT-FE	E

#### (For Authorized Users Only)

Click on '**PETMIT-FEE**' button to view the Permit fee form after that click on **SAVE** button for payment.

	han 🔒 Home	💿 Report 👻 👤 (	Update Profile 🚽			Wel	come ALL ROLES , U D C,	Maharashtra 🕞 LOg
							Current Re	ceipt No
ermit Appli	cation No.					MH	H43R160	8000002
			Application No.					000000-
		(	MH160800000	00330				
<sup>p</sup> ermit Fee	Details Owner De	tails						
Registrat	tion No		Period Mode			Period		
MH43B			YEARLY		•	5		
Permit T	уре		Permit Category			Services Typ	ре	
Contrac	t Carriage Permit	-	BUS ( CC PER	MIT)	•	Ordinary Se	ervice	-
Permit S	ub Type							
Area/R	oute Details							
	nd Area Details E <b>DETAIL</b> Route Code	Fro	om	To			Via	
							116	
	1	WITH IN PUNE	DISTRICT	WITH IN PUNE DISTRICT	-	WITH IN PUNE		
AREA	1 DETAILS :WITH IN		DISTRICT	WITH IN PUNE DISTRICT	-	WITH IN PUNE		
	DETAILS : WITH IN		DISTRICT	WITH IN PUNE DISTRICT	-	WITH IN PUNE		
Permit Fe	DETAILS :WITH IN ee Details	PUNE DISTRICT			-		E DISTRICT	Add/Democya Fa
	DETAILS : WITH IN		DISTRICT Permit Upto		-	WITH IN PUNE		Add/Remaove Fe e
Permit Fe	DETAILS :WITH IN ee Details	PUNE DISTRICT			400		E DISTRICT	
Permit Fe S.No.	DETAILS :WITH IN re Details Permit Head	PUNE DISTRICT Permit From	Permit Upto	0 Vehical Class			E DISTRICT Fine/Penalty	e
Permit Fe S.No. 1.	DETAILS :WITH IN re Details Permit Head	PUNE DISTRICT Permit From	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e •
Permit Fe S.No. 1.	DETAILS :WITH IN ee Details Permit Head Fresh Permit 💌	PUNE DISTRICT Permit From	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e •
Permit Fe S.No. 1. USER/SER	DETAILS :WITH IN ee Details Permit Head Fresh Permit 💌	PUNE DISTRICT Permit From	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e
Permit Fe S.No. 1. USER/SER	DETAILS :WITH IN ee Details Permit Head Fresh Permit 👻	PUNE DISTRICT Permit From	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e
Permit Fe S.No. 1. USER/SER	DETAILS :WITH IN re Details Permit Head Fresh Permit RVICE CHARGES: t Collection Panel	PUNE DISTRICT Permit From	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e
Permit Fe S.No. 1. USER/SER Payment Select P	DETAILS :WITH IN re Details Permit Head Fresh Permit RVICE CHARGES: t Collection Panel	PUNE DISTRICT Permit From D4-Aug-2016	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e
Permit Fe S.No. 1. USER/SER Payment Select P	DETAILS :WITH IN re Details Permit Head Fresh Permit RVICE CHARGES: t Collection Panel	PUNE DISTRICT Permit From D4-Aug-2016	Permit Upto	D Vehical Class Bus	400	Fee	E DISTRICT Fine/Penalty	e
Permit Fe S.No. 1. USER/SER Payment Select P	DETAILS :WITH IN re Details Permit Head Fresh Permit RVICE CHARGES: t Collection Panel	PUNE DISTRICT Permit From D4-Aug-2016	Permit Upto	D Vehical Class Bus Grand Total:	400	Fee TOTAL PA	E DISTRICT Fine/Penalty	e

When you click on **SAVE** button following confirmation window appears.

Do you want to continue
Total Amount to paid in Cash
In Rupees: 400
✓ Yes 🗙 No
di la

#### User Manual – Permit (For Authorized Users Only) Once you click on **'Yes'** button, the receipt will be generated. Print the receipt

	Motor	ENT OF MAHARASHTRA Vehicle Department		
RECEIPT/APPL No:		6/MH1608000000330	1	
Vehicle Class:	Bus	6/MP1608000000330	1	1000
Received From:	RAHUL PAWAR			
Date:	04-Aug-2016			
Vehicle No:	MH43BG0025	Chassis No:	BUS321321	
Regn Date:	04-Aug-2016	0143313 140.	000021021	
Particular		Amount	Penalty	Total
Fresh Permit		400	0	400
	generated slip, no need			ALL ROLES
		ENT OF MAHARASHTRA		
	Motor	ENT OF MAHARASHTRA Vehicle Department (NEW MUMBAI),MH		
RECEIPT/APPL No:	Motor	Vehicle Department		
	Motor	Vehicle Department (NEW MUM BAI),MH		
Vehicle Class:	Motor VASHI MH43R1608000002	Vehicle Department (NEW MUM BAI),MH		「日本」
Vehicle Class: Received From:	Motor VASHI MH43R1608000002 Bus	Vehicle Department (NEW MUM BAI),MH		
Vehicle Class: Received From: Date:	Motor VASHI MH43R1608000002 Bus RAHUL PAWAR	Vehicle Department (NEW MUM BAI),MH	BUS321321	
Vehicle Class: Received From: Date: Vehicle No:	Motor VASHI MH43R1608000002 Bus RAHUL PAWAR 04-Aug-2016	Vehicle Department I (NEW MUMBAI),MH 6/MH1608000000330		
Vehicle Class: Received From: Date: Vehicle No:	Motor VASHI MH43R1608000002 Bus RAHUL PAWAR 04-Aug-2016 MH43BG0025	Vehicle Department I (NEW MUMBAI),MH 6/MH1608000000330		Total
RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit	Motor VASHI MH43R1608000002 Bus RAHUL PAWAR 04-Aug-2016 MH43BG0025	Vehicle Department I (NEW MUMBAI),MH 6/MH1608000000330 Chassis No:	BUS321321	Total
Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Fresh Permit	Motor VASHI MH43R1608000002 Bus RAHUL PAWAR 04-Aug-2016 MH43BG0025	Vehicle Department (NEW MUM BAI),MH 6/MH1608000000330 Chassis No: Amount 400	BUS321321 Penalty	

If you want to make changes click on **REVERT BACK FOR RECTIFICATION** button, it will redirect form to the **PERMIT\_APPL\_ENTRY** where you can make changes.

### **Step 3> Permit Verification**

Data entered by the data entry operator in step 1 need to be verified by the RTO authority. User having data verification privileges need to login for data verification. Data entered into the system is expected to be cross checked with the records on original papers submitted by the vehicle owner for Permit application.

Once you login, enter Last 10 characters of application number or select 'Pending Appls Last 30 Days' radio button and click on 'Get Pending work' Button.

User	Manual – Pern	nit					(For Auth	norized Use	ers Only)
Selec	t Assigned Office & Ac	tion			Get Pendin	g Work			
VAS Selec	t Assigned Office: HI (NEW MUMBAI) t Action: OUNT-STATEMENT Show F	• •			•		Software Appl No	Registration No	Pending Appls Last 30 Days
						Get Pending V	Vork Pull E	Back Application	
Sr.N o	Application No 🗢	Application Date	Vehicle No	F	ourpose	Last Remark	Movemen t Sr.No	Ac	tion
1.	MH16080000000330	04-Aug-2016	MH43BG0025	Fresh F	Permit	Fee Submitted Fee ubmitted	≥S 3	PERMIT-VE	RIFICATION

Click on '**PERMIT-VERIFICATION**' button to proceed further and it will navigate to Permit Verification details form. Verify these details and click on '**File Movement**' button to forward the application for final approval.

✓ Application No : MH160800000330		RIFICATION	ermit	
Owner Detail Permit Detail Other Vehicle	Information			
Owner Information				
Owner Name * RAHUL PAWAR Seating Capacity * 43 Mobile No* 3248723684 Vehicle Category LIGHT PASSENGER VEHICLE	Son/Wife/Daughter of • NTOSH Unladen Weight (Kg.) 12200 Email ID Registration Date 04-Aug-2016		Vehicle Cla Bus Laden Weig 16200 Owner Cate GENERAL	yht (Kg.) agory
New Current Address         House No. & Street Name *       Village/I         STATION ROAD       VASHI         Landmark/Police Station       State         District       PIN Cod         Thane       23684	e *	New Permanent An House No. & Stree STATION ROAD Landmark/Police S District Thane	t Name ×	Same as Current Address Village/Town/City * VASHI State Maharashtra PIN Code * 236848
	▼ Save-Option	s 🖣 Back		

This will open following window to select any option from the three.

# 

File Movement: Clicking on this will open one more window as given below.

Select Proceed to Next Seat, to forward the application for approval.

Select **Hold Due to Incomplete Application**, if application is incomplete and missing some required documents. This will allow selecting the missing documents from the list. This will generate and print <u>disapproval</u> notice to be given to the vehicle owner which also contains remark of the inspecting authority.

Select **Revert Back for Rectification** button to send application back to the data entry operator for required <u>corrections</u>.

Click on SAVE button to save the application without forwarding to the next seat for verification.

Click on Homepage to navigate to the home page without saving the changes made in the application.

fice Remarks	Proceed to Next Seat
FFICE REMARK ?	<ul> <li>Hold Due to Incomplete Application</li> <li>Revert Back for Rectification</li> </ul>
	Revert Back for Rectification

Selecting **Proceed to Next Seat** will ask your confirmation and will forward application to the next seat, if confirmed by you. Click on '**Yes**' button to confirm.



(For Authorized Users Only)

# User Manual – Permit **Step 4> Permit Approval**

This is the last step of Issuance of new permit transaction. The user having authority to approve the Permit should log into the system.

Once you login, enter last 10 characters of application number or select '**Pending Appls Last 30 Days'** radio button and click on '**Get Pending work'** Button to get all pending applications for the approval.

Selec	Select Assigned Office & Action				Get Pendin	g Work		
Select Assigned Office: VASHI (NEW MUMBAI)  Select Action: ACCOUNT-STATEMENT  Show Form				• •		Software Appl No Chars) Part 2 (N	Registration Pending No Appls Last 30 Days ext Ten Chars) 0330 lack Application	
Sr.N o	Application No 🗢	Application Date	Vehicle No	F	Purpose	Last Remark	Movemen t Sr.No	Action
	MH16080000000330	04-Aug-2016	MH43BG0025	Fresh F	Permit		4	PERMIT-APPROVAL

Click on '**PERMIT-APPROVAL**' button, to approve the desired application. This will display entire application details.

	F	PERMIT AF	PROVE			
✓ Application No : MH16080000	oooo330, Permit Validi	ity : When yo	ou approve the p	ermit		
Owner Detail Permit Detail Oth	er ∨ehicle Information					
Owner Information						
Owner Name ×	Son/Wife/Dau	ughter of *		Vehicle Cla	ss*	
RAHUL PAWAR	NTOSH			Bus		
Seating Capacity *	Unladen Wei	ght (Kg.)		Laden Weig	ıht (Kg.)	
43	12200			16200		
Mobile No×	Email ID			Owner Cate	gory	
3248723684				GENERAL		-
Vehicle Category	Registration [	Date				
LIGHT PASSENGER VEHICLE	04-Aug-201	16	]			
New Current Address			New Permanent A	ddress	Same as Curi	rent Address
House No. & Street Name *	Village/Town/City *		House No. & Stree	et Name *	Village/Town/City *	
STATION ROAD	VASHI		STATION ROAD	)	VASHI	
Landmark/Police Station	State		Landmark/Police S	Station	State	
	Maharashtra	-			Maharashtra	-
District	PIN Code *		District		PIN Code *	
Thane	236848		Thane	-	236848	
	•	Save-Options	🕈 Back			

(For Authorized Users Only)

Click on 'File Movement' button to issue the New Permit.

After approval, system will navigate you to the home page and permit number will be displayed at home page

When you approve the transaction the Permit number will be generated and it is displayed on home page.

हिन्दीहन ते Home	Welcome ALL ROLES , U D C, Maharashtra 🛛 🕞 📘 C
Current Running Reg3strMH498E0073   MH43BF0001   MH43BG0028 Permit MH/43/CC/BUS/2016/2 issued for Appl.MH16080000000330[MH43BG0025	HSRP 🗱 Smart Card 💿 Cash Counte
Select Assigned Office & Action Select Assigned Office: VASHI (NEW MUMBAI) Select Action: ACCOUNT-STATEMENT Show Form	Get Pending Work <ul> <li>Application</li> <li>Old</li> <li>Registration</li> <li>Pending</li> <li>Appl No</li> <li>Appl No</li> <li>Application No:</li> </ul> Part 1 (First Six Chars)     Part 2 (Next Ten Chars)           MH1608         0000000330           Get Pending Work         Pull Back Application           Part 1 (First Six Chars)         Pull Back Application

#### **Step 5> Permit Print**

After Approval, you can print the Permit for the vehicle for which new permit is issued. For this you need to login with user having duty of permit-printing.

On home page select 'Assigned Office' and Action as 'PERMIT-PRINT' and click on 'Show Form' button.

User Manual – Permit	(For Authorized Users Only)
e_Vahan A Home	Welcome ALL ROLES , U D C, Maharashtra 🛛 🕞 📙 C
Current Running Registration No:	MH43BD0059   MH43BE0073   MH43BF0001   MH43BG0028
Permit MH/43/CC/BUS/2016/2 issued for Appl.MH16080000000330[MH43BG002	5} KISRP K Smart Card Cash Counter
Select Assigned Office: VASHI (NEW MUMBAI)  Select Action:  PERMIT-PRINT  Show Form	Application     Old     Registration     Pending     No     Software     No     Appls Last     Appl No     30 Days     Application No:     Part 1 (First Six Chars)     MH1608     0000000330
	Get Pending Work Pull Back Application

You have to select **Print by Purpose and Permit Type** radio button **and** permit purpose as **Fresh Permit** from **select any purpose** drop down list.

Then select **Permit type** from **SELECT ANY PERMIT TYPE** drop down list. Then select **document type** as **PART A** and click on **GET DETAILS** button. This will display the list of all Permits' pending for printing.

्राज्य स्वयमेव	(e-)	<mark>तिभेका त</mark> े Home प्रीहर्च	e 🗿 Report 👻 💄	Update Profile 👻		Welc	ome ALL ROLES , U D C, Ma	harashtra	0
	PERMIT PRINT         O         Print By Registration Number         O         Print By Registration Number								
	Surrender Slip Select Any purpose : Select Any Permit Type : Select Document Type :								•
	Get Details								
	S.No	Application No	Application Date	Vehicle No	Permit No./Offer N o.	Last Public Remar k	Last Office Remark	PF	RINT
	1	MH16080000000330	04-AUG-2016	MH43BG0025	MH/43/CC/BUS/201 6/2			PRIN	Т

You can print Permit either by entering the application number or Registration Number or Permit number. Then click on **PRINT** button to print the Permit.

The Alert box will be shown for printing confirmation. Click on **Confirm Print** button for Permit printing.

# User Manual – Permit Printed Confirmation Panel Do you want to continue Confirm Print Cancel

When you click on **Confirm Print** button it will print the selected PERMIT.

If you click on Cancel button then it will redirect control to PERMIT PRINT form.

The Date of replacem 1. Permit No 2. Name Of The Perm 3. Father's/Husband's 4. Permanent Address 5. (i) Registration M (ii) Model (iii) Date of Regis (iv) Chassis Num (v) Class of Vehin (vii) Class of Vehin (vii) Number of Pa 6. Route/Area for whice Route Code	ment of Vehicle under mode mit Holder i's Name (in case of Individe Ss Mark of the Vehicle istration mber ber hicle Passangers to be carried	MH/43/CC/BUS/2 RAHUL PAWAR NTOSH STATION ROAD V MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
The Date of replacem 1. Permit No 2. Name Of The Perm 3. Father's/Husband's 4. Permanent Address 5. (i) Registration M (ii) Model (iii) Date of Regis (iv) Chassis Num (v) Engine Numb (vi) Class of Vehi (vii) Number of Pi 6. Route/Area for whice Route Code 1 W/I Region Covered : 7. Validity of the Perm 8. Date of Replaceme	ment of Vehicle under mode mit Holder i's Name (in case of Individe ss Mark of the Vehicle istration mber ber nicle Passangers to be carried ich permit is valid: From	el condition of the Permit MH/43/CC/BUS/2 RAHUL PAWAR NTOSH STATION ROAD V MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
Permit No     Name Of The Perm     Father's Atusband's     Permanent Address     (i) Registration M     (ii) Model     (iii) Date of Regis     (iv) Chassis Num     (v) Engine Numb     (vi) Class of Vehir     (vii) Number of P:     6. Route/Area for whice     Route Code     1 W/ Region Covered :     7. Validity of the Perm     8. Date of Replaceme	mit Holder I's Name (in case of Individe ss Mark of the Vehicle istration mber ber hicle Passangers to be carried ich permit is valid: From	MH/43/CC/BUS/2 RAHUL PAWAR NTOSH STATION ROAD V MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	VASHI , Maharashtra Thane-236848 VR 4X2 MARK III Via
2. Name Of The Perm 3. Father's/Husband's 4. Permanent Address 5. (i) Registration M (ii) Model (iii) Date of Regis (iv) Chassis Num (v) Engine Numbi (vi) Class of Vehir (vii) Number of P: 6. Route/Area for whice Route Code 1 W/I Region Covered : 7. Validity of the Perm 8. Date of Replaceme	I's Name (in case of Individ ss Mark of the Vehicle istration mber ber hicle Passangers to be carried ich permit is valid: From	RAHUL PAWAR NTOSH STATION ROAD V MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	VASHI , Maharashtra Thane-236848 VR 4X2 MARK III Via
4. Permanent Addres: 5. (i) Registration M (ii) Model (iii) Date of Regis (iv) Chassis Num (v) Engine Numbr (vi) Class of Vehi (vii) Number of Pa 6. Route/Area for which Route Code 1 W/T Region Covered : 7. Validity of the Perm 8. Date of Replaceme	ss Mark of the Vehicle istration mber ber hicle Passangers to be carried ich permit is valid: From	STATION ROAD V MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
4. Permanent Addres: 5. (i) Registration M (ii) Model (iii) Date of Regis (iv) Chassis Num (v) Engine Number (vi) Class of Vehi (vii) Number of Pa 6. Route/Area for whice Route Code 1 W/T Region Covered : 7. Validity of the Perm 8. Date of Replaceme	ss Mark of the Vehicle istration mber ber hicle Passangers to be carried ich permit is valid: From	STATION ROAD V MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
(i) Registration M (ii) Model (iii) Date of Regis (iv) Chassis Num (v) Engine Numb( (vi) Class of Vehii (vii) Number of P; 6. Route/Area for whice Route Code 1 W/T Region Covered : 7. Validity of the Perm 8. Date of Replaceme	istration mber ber Passangers to be carried ich permit is valid: From	MH43BG0025 VOLVO 9400 B7 04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
(ii) Model (iii) Date of Regis (iv) Chassis Num (v) Engine Numbi (vi) Class of Vehii (vii) Number of P: 6. Route/Area for whice Route Code 1 W/ Region Covered : 7. Validity of the Perm 8. Date of Replaceme	istration mber ber Passangers to be carried ich permit is valid: From	VOLVO 9400 B7 04-AUG-2018 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
(iii) Date of Regis (iv) Chassis Num (v) Engine Numbi (vi) Class of Vehi (vii) Number of P: 6. Route/Area for whice Route Code 1 W/ Region Covered : 7. Validity of the Perm 8. Date of Replaceme	mber ber hide Passangers to be carried ich permit is valid: From	04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
(iii) Date of Regis (iv) Chassis Num (v) Engine Numbi (vi) Class of Vehi (vii) Number of P: 6. Route/Area for whice Route Code 1 W/ Region Covered : 7. Validity of the Perm 8. Date of Replaceme	mber ber hide Passangers to be carried ich permit is valid: From	04-AUG-2016 BUS321321 3211534534 Bus 43 ROUTE DETAIL To	Via
(iv) Chassis Num (v) Engine Numb (vi) Class of Vehi (vii) Number of Pa 6. Route/Area for white Route Code 1 W/T Region Covered : 7. Validity of the Perm 8. Date of Replaceme	mber ber hide Passangers to be carried ich permit is valid: From	3211534534 Bus 43 ROUTE DETAIL To	
(v) Engine Numbri (vi) Class of Vehi (vii) Number of Pa 6. Route/Area for whice Route Code 1 WT Region Covered : 7. Validity of the Perm 8. Date of Replaceme	ber hicle Passangers to be carried ich permit is valid: From	Bus 43 ROUTE DETAIL To	
(vii) Number of Pa 6. Route/Area for whice Route Code 1 WT Region Covered : 7. Validity of the Perm 8. Date of Replaceme	Passangers to be carried ich permit is valid: From	43 ROUTE DETAIL To	
6. Route /Area for white Route Code 1 W/I Region Covered : 7. Validity of the Perm 8. Date of Replaceme	ich permit is valid: From	ROUTE DETAIL	
Route Code 1 Wi Region Covered : 7. Validity of the Perm 8. Date of Replaceme	From	То	
1 Wi Region Covered : 7. Validity of the Perm 8. Date of Replaceme			
Region Covered : 7. Validity of the Perm 8. Date of Replaceme	ITH IN PUNE DISTRICT	WITH IN PUNE DISTRICT	WITH IN PUNE DISTRICT
7. Validity of the Perm 8. Date of Replaceme			
7. Validity of the Perm 8. Date of Replaceme		WITH IN PUNE I	DISTRICT
8. Date of Replaceme	nit:	From: 04-AUG-2	016 To: 03-AUG-2021
9 Nature of Goods to	ent of Vehicle		
		NO	
10. Parking Place		s	
11. Purpose Of Journ	nev	TRIP	
Rate of fare approved		Approved by STA	RTA
		id down in Section 84 of the M	
Conditions of Permit		List Attached	
Date: 04-AUG-2016			Secretary, State/Regional Transport Authority, VASHI (NEW MUMBAI),Maharashtra

If you want to reprint the Permit then mark on '**Re-Print your Permit**' radio button present at top of the form. Then you can reprint Permit either by entering the application number or Registration Number. Then click on **RE-PRINT** button to print the Permit again.

## (For Authorized Users Only)

Jser Manual – Permit (For Authorized Users Only) PERMIT PRINT								
🔵 Print By Registration Number 🔵 Print By Purpose and Permt Type 💿 Re-Print your Permit								
			Application No	<ul> <li>Registration No</li> </ul>				
		Re	egistration No:					
		(N	1H43BG0025					
Get Details								
	1	1						
S.No	Application No	Vehicle No	Purpose Code	Document Id	Operation Date	RE-PRIN		
1         MH16080000000330         MH43BG0025         Fresh Permit         PART A         04-AUG-2016         RE-PRINT								

The Alert box will be shown for printing confirmation. Click on **Confirm Print** button for Permit printing.

Printed Confirmation P	'anel
Do you want to continu	le

When you click on **Confirm Print** button, the selected PERMIT will be printed.

#### User Manual – Permit NATIONAL PERMIT - Workflow

Users may follow the steps given below for Issuance of Permit of vehicles.

- 1. Data Entry and Application Inward
- 2. Permit Fee Collection
- 3. Permit Verification
- 4. Permit Approval
- 5. Permit Print

# Step 1> Data Entry and Application Inward

This will generate unique Application Inward Number for this transaction.

161	VAHAN is the flagship e-Governance application under National	Login
disa	Transport Project, a Mission Mode Project initiated in year 2006. The purpose of the application was to automate the RTO operations	User ID *
alcol	related to Vehicle Registration, Permit, Taxation, Enforcement in the	sopr7
	whole country. The project has achieved a many successes and	Password *
rossed significant milestones	in the past years.	
n 2009, another major initiati	ve was undertaken to consolidate the RTO data to State and Central	Enter Verification Code: *
evels in the form of State F	Registry (SR) and National Registry (NR) databases through periodic	32641
eplication mechanism. A num	ber of National and State level online applications are running on these	010.1
onsolidated databases. Thes	e include citizen-centric applications	32841
	Read More	
		To Login

Once you logged into the system, you need to select assigned OFFICE and ACTION to be carried out.

Select Assigned Office & Action	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI)	<ul> <li>Application</li> <li>Old</li> <li>Registration</li> <li>Pending</li> <li>No</li> <li>Software</li> <li>No</li> <li>Appl No</li> <li>Appl Software</li> </ul>
Select Action:	Application No:
PERMIT-APPL-ENTRY	Part 1 (First Six Chars) Part 2 (Next Ten Chars) MH1608
Show Form	Get Pending Work Pull Back Application

For New Permit Application, select the menu option **'PERMIT-APPL-ENTRY'** and click on button **'Show Form'**.

Once you click on '**Show Form**' button following form asking for vehicle number will open. Enter vehicle registration number and click on '**Get Details**' button, it will fetch existing details of the same vehicle from central server.

Manual – Permit • Vahan ↑ Home ⊙ Report	🔹 👤 Update Profile 👻	(For Authorized Users Welcome ALL ROLES , U D C, Maharashtra 🕞
বাহন		
	PERMIT APPLICATION	ENTRY
	<b>•</b>	
		²ermit by lame
	Vehicle Number:	
	MH43BG0027	
	Get Details Rese	t
wner Detail 🛛 Permit Detail 🔹 Other Veh	icle Information	
Permit Details		
Registration No	Permit Action	Permit Type*
MH43BG0027	Fresh Permit	National Permit
Period Mode*	Period	Permit Category
YEARLY	• 5	Select Premit Category
Date Of Replacement	Services Type	
	Ordinary Service	•
Authorization Details		✓ If you are not fill the Authorisation details.
(Existing NP Authorization No : Valid	From : Upto : )	
Authorisation No. *	Authorisation From*	Authorisation Upto
Tax From	Tax Upto	State
03-Aug-2016	31-Jul-2017	AI - AII INDIA
Optional Details		
Parking Place	Purpose of Journey	Goods to Carry
PUNE	TRIP	
96 characters remaining.	296 characters remaining.	40 characters remaining.
	200 characters remaining.	To characters remaining.

On this form, Text with \* (Star) mark is mandatory to enter.

Open the tab **Permit Details**. Select **Permit Action** then permit type **NATIONAL PERMIT** will automatically fetched as it is selected in new registration of this vehicle.

Select appropriate permit mode as **monthly/yearly** from **Permit mode** dropdown list and according to that enter value of period in text field. Then select **Date of replacement** and finally select **Service type** from **service type** dropdown list.

#### (For Authorized Users Only)

Select 'Area-Details' and 'Route-details'. After that we have three optional details fields enter those details. These details are not mandatory to enter.

You can check tax details of vehicle by clicking on **OTHER VEHICLE INFORMATION** tab. Then click on the **SAVE** button to generate unique application number. This will display following window, showing unique application number. Pl note down application number and click on **Exit for another application** button.

Application Number
Application Number generated :MH1608000000344. Please note down the Application No for future reference.
Exit for Another Application

After clicking on **Exit for another application** again click on **HOME** button to redirect to home page and then click on **logout** button.

### Step 2> Permit Fee Collection

The user having authority to collect fees and taxes (Cashier) need to log into the system for collecting payments. Once you login Enter Last 10 characters of application number or select **Pending Appls Last 30 Days** radio button and click on 'Get pending work' Button.

Select Assigned Office & Action					Get Pendin	ig Work				
	Select Assigned Office: VASHI (NEW MUMBAI)					Application C No	Soft	Ild 🔵 ware Il No	Registration ( No	Pending Appls Last 30 Daγs
Selec	ct Action:									JU Days
ACC	OUNT-STATEMENT	-					Get	Pending Wo	ork	
Prev	Show F		(S) For The So From [ 06-Jul					IUMBAI)	1	
				⊲ 1	2 🕨					
Sr.N o	Application No 🗢	Application Date	Vehicle No	F	Purpose	Last Rem	ark	Movemen t Sr.No		Action
1.	MH1608000000344	04-Aug-2016	MH43BG0027	MH43BG0027 Fresh F				2	PERMIT-	FEE

Click on '**PETMIT-FEE**' button to view the Permit fee form after that click on **SAVE** button for payment.

mit Appl	ication No.					N	1H43R160	0800000
			Application No. MH1608000000344	1				
				*				
mit Fee	Details Owner De	tails						
	ation No		Period Mode			Period		
	3G0027		YEARLY		•	5		
Permit 1	al Permit	-	Permit Category Select		-	Services Ty Ordinary S		•
	Sub Type		Jelett			Ordinary 3	ervice	
All Sta								
ermit Fe	ee Details							
S.No.	Permit Head	Permit From	Permit Upto	Vehical Class		Fee	Fine/Penalty	Add/Remaove Fee
1.	Fresh Permit 🔹	04-Aug-2016	03-Aug-2021	Goods Carrier	700		0	+ -
2.	Permit Authoriz 🔹	04-Aug-2016	03-Aug-2017	Goods Carrier	1000		0	+ -
				Grand Total:	1700		0	
ER/SE	RVICE CHARGES:					TOTAL P	AYABLE AMOUNT: R	s. 1700/-
Paymer	nt Collection Panel							
Select F	'ayment Mode:							
Cash		-						
			Save Reset	Revert Back For R	ectificatio	on		
you	want to conti	nue						
	mount to paid	in Cash						
al Ar		in ousir						
al Ar	nount to paid							

Once you click on 'Yes' button, the receipt will be generated. Print the receipt

1

Department Copy					
	GOVERNME	NT OF MAHARASHTRA		和於梁鼎	
RECEIPT/APPL No: Vehicle Class: Received From: Date:	VASHI	/ehicle Department (NEW MUMBAI),MH /MH1608000000344			
Vehicle No:	MH43BG0027	Chassis No:	NATIONALPER	TIME	
Regn Date:	04-Aug-2016				
Particular	*	Amount	Penalty	Total	
Permit Authorization		1000	0	1000	
Fresh Permit		700	0	700	
	•		A	LL ROLES	
	GOVERNME	NT OF MAHARASHTRA	A Bříží State	LL ROLES	
		NT OF MAHARASHTRA		LL ROLES	
NoteThis is computer g Customer Copy RECEIPT/APPL No:	GOVERNME Motor V VASHI	NT OF MAHARASHTRA		LL ROLES	
Customer Copy	GOVERNME Motor V VASHI	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH		LL ROLES	
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From:	GOVERNME Motor V VASHI MH43R16080000027 Goods Carrier TUSHAR PAWR	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH		LL ROLES	
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From: Date:	GOVERNME Motor V VASHI MH43R1608000027 Goods Carrier TUSHAR PAWR 04-Aug-2016	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH /MH16080000000344			
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No:	GOVERNME Motor V VASHI MH43R16080000027 Goods Carrier TUSHAR PAWR 04-Aug-2016 MH43BG0027	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH	A		
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No:	GOVERNME Motor V VASHI MH43R1608000027 Goods Carrier TUSHAR PAWR 04-Aug-2016	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH /MH16080000000344			
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Permit Authorization	GOVERNME Motor V VASHI MH43R16080000027 Goods Carrier TUSHAR PAWR 04-Aug-2016 MH43BG0027	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH //MH16080000000344	NATIONALPER	RMIT	
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Permit Authorization Fresh Permit	GOVERNME Motor V VASHI MH43R16080000027 Goods Carrier TUSHAR PAWR 04-Aug-2016 MH43BG0027 04-Aug-2016	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH //MH16080000000344 Chassis No: Amount 1000 700	NATIONALPER	RMIT	
Customer Copy RECEIPT/APPL No: Vehicle Class: Received From: Date: Vehicle No: Regn Date: Particular Permit Authorization Fresh Permit	GOVERNME Motor V VASHI MH43R16080000027 Goods Carrier TUSHAR PAWR 04-Aug-2016 MH43BG0027 04-Aug-2016	NT OF MAHARASHTRA /ehicle Department (NEW MUMBAI),MH //MH16080000000344 Chassis No: Amount 1000	NATIONALPER Penalty 0	RMIT Total 1000	

If you want to make changes click on **REVERT BACK FOR RECTIFICATION** button, it will redirect form to the **PERMIT\_APPL\_ENTRY** where you can make changes.

## **Step 3> Permit Verification**

Data entered by the data entry operator in step 1 need to be verified by the RTO authority. User having data verification privileges need to login for data verification. Data entered into the system is expected to be cross checked with the records on original papers submitted by the vehicle owner for Permit application.

Once you login, enter Last 10 characters of application number or select 'Pending Appls Last 30 Days' radio button and click on 'Get Pending work' Button.

User l	Manual – Perm	nit			(For Authorized Users On					
Selec	t Assigned Office & Ac	tion			Get Pendin	g Work				
VAS Selec	t Assigned Office: HI (NEW MUMBAI) t Action:	•			•	No So Ap Application No:	ftware pl No		Pending Appls Las 30 Days	
ACCOUNT-STATEMENT						Part 1 (First Six Cha MH1608 Get Pending Wo		lext Ten Chars) 00344 Back Application		
Sr.N o	Application No 🗢	Application Date	Vehicle No	F	ourpose	Last Remark	Movemen t Sr.No	Acti	on	
1.	MH1608000000344	04-Aug-2016	MH43BG0027	Fresh F	Permit	Fee Submitted Fee S ubmitted		PERMIT-VER	RIFICATIO	

Click on '**PERMIT-VERIFICATION**' button to proceed further and it will navigate to Permit Verification details form. Verify these details and click on '**File Movement**' button to forward the application for final approval.

✔ Application No : MH1608000000344,		<b>ERIFICATION</b>	ermit		
Owner Detail Permit Detail Other Vehicle	Information				
Owner Information					
Owner Name *	Son/Wife/Daughter of *		Vehicle Cla	ass×	
TUSHAR PAWR	s		Goods Ca	rrier	-
Seating Capacity *	Unladen Weight (Kg.)		Laden Wei	ght (Kg.)	
2	4063		10900		
Mobile No*	Email ID		egory		
3284798237			GENERAI	L	-
Vehicle Category	Registration Date				
MEDIUM GOODS VEHICLE	04-Aug-2016				
New Current Address		New Permanent A	ddress	Same as Curre	nt Address
House No. & Street Name • Village/To	wn/City *	House No. & Stree	t Name -	Village/Town/Citγ ∗	
FC VAHSI VASHI		FC VAHSI	VASHI		
Landmark/Police Station State		Landmark/Police S	tation	State	
Maharas	htra 🔽			Maharashtra	-
District PIN Code	*	District		PIN Code *	
Thane		Thane 327423			
		·			
	<ul> <li>Save-Option</li> </ul>	ns 🗖 🄄 😽 Back			

This will open following window to select any option from the three.

▼ Save-Options	🕈 Back
⇔File Movement	
🖶 Save	
🏦 Homepage	

File Movement: Clicking on this will open one more window as given below.

Select **Proceed to Next Seat**, <u>to approve</u> the verification and to forward the application for approval.

Select **Hold Due to Incomplete Application**, if application is incomplete and missing some required documents. This will allow selecting the missing documents from the list. This will generate and print <u>disapproval</u> notice to be given to the vehicle owner which also contains remark of the inspecting authority.

Select **Revert Back for Rectification** button to send application back to the data entry operator for required <u>corrections</u>.

Click on SAVE button to save the application without forwarding to the next seat for verification.

Click on Homepage to navigate to the home page without saving the changes made in the application.

)ffice Remarks	Proceed to Next Seat
OFFICE REMARK ?	<ul> <li>Hold Due to Incomplete Application</li> <li>Revert Back for Rectification</li> </ul>

#### (For Authorized Users Only)

Selecting **Proceed to Next Seat** will ask your confirmation and will forward application to the next seat, if confirmed by you. Click on '**Yes**' button to confirm.

Confirmati	on ×
A Are yo	u sure?
🖌 Yes	× No

#### Step 4> Permit Approval

This is the last step of Issuance of new permit transaction. The user having authority to approve the Permit should log into the system.

Once you login, enter last 10 characters of application number or select '**Pending Appls Last 30 Days'** radio button and click on '**Get Pending work'** Button to get all pending applications for the approval.

Selec	t Assigned Office & Ac	tion			Get Pendin	g Work			
VAS	t Assigned Office: HI (NEW MUMBAI)	•			•		Old Of Software Appl No	Registration 🔵 No	Pendino Appls La 30 Day:
ACC	OUNT-STATEMENT	Form				Part 1 (First Six 0 MH1608 Get Pending 1		lext Ten Chars) 10344 Back Application	
Sr.N o	Application No 🗢	Application Date	Vehicle No	F	<sup>D</sup> urpose	Last Remark	Movemen t Sr.No	Act	tion
1.	MH1608000000344	04-Aug-2016	MH43BG0027	Fresh F	<sup>D</sup> ermit		4	PERMIT-AP	PROVAL

Click on '**PERMIT-APPROVAL'** button, to approve the desired application. This will display entire application details. Click on '**File Movement**' button to issue the New Permit.After approval, system will navigate you to the home page and permit number will be displayed at home page

						,		thorized		
		PERMIT.	AP	PROVE						
Application No : MH160800000034.	4, Permit Va	alidity : When you ap	ppr	ove the permit						
wner Detail Permit Detail Other Vehi	cle Informatio	n								
		I								
Owner Information										
Owner Name *		on/Wife/Daughter of *			Vehi	cle Clas	s*			
TUSHAR PAWR	່	3			Goo	ds Carri	ier			-
Seating Capacity *		nladen Weight (Kg.)			_	Laden Weight (Kg.)				
2		063		10900						
Mobile No*	Er	nail ID		Owner Category						
3284798237				GENERAL						-
Vehicle Category		egistration Date								
MEDIUM GOODS VEHICLE	· ·	4-Aug-2016								
New Current Address				New Permanent Add	Iress			🗌 Same as	s Current A	dres
House No. & Street Name * Vill	age/Town/Cit	/*		House No. & Street N	Vame *		Village/T	own/City •		
FC VAHSI V.	ASHI			FC VAHSI			VASHI			
Landmark/Police Station Sta	ite			Landmark/Police Sta			State			
M	aharashtra	•					Mahara	shtra		-
District PIN	l Code *			District			PIN Cod	le *		_
Thane 32	27423			Thane		•	327423	}		

When you approve the transaction the Permit number will be generated and it is displayed on home page.

e-Voltan A Home © Report - L Update Profile -	Welcome ALL ROLES , U D C, Maharashtra 🛛 🧲
Current Running Registration No: Permit MH/43/NP/2016/2 issued for Appl.MH1608000000344[MH43BG0027} Select Assigned Office & Action	K HSRP K Smart Card Cash Cour
Select Assigned Office: VASHI (NEW MUMBAI) Select Action: ACCOUNT-STATEMENT Show Form	Application Old Software Registration Pending Application No:     Part 1 (First Six Chars) Part 2 (Next Ten Chars)     MH1608     Get Pending Work Pull Back Application

#### User Manual – Permit Step 5> Permit Print

After Approval, you can print the Permit for the vehicle for which new permit is issued. For this you need to login with user having duty of permit-printing.

On home page select 'Assigned Office' and Action as 'PERMIT-PRINT' and click on 'Show Form' button.

Select Assigned Office & Action	Get Pending Work
Select Assigned Office: VASHI (NEW MUMBAI)  Select Action:  PERMIT-PRINT  Show Form	Application     Old     Registration     Pendin     No     Software     Application No:     Part 1 (First Six Chars)     MH1608     O000000344     Get Pending Work     Pull Back Application

You have to select **print by purpose and permit type** radio button then select permit purpose as Fresh Permit from **select any purpose** drop down list.

Then select Permit type as national Permit from **SELECT ANY PERMIT TYPE** drop down list. Then select document type as **PART A** and click on **GET DETAILS** button. This will display the list of all Permits' pending for printing.

			PER	MIT PRINT			
			🔵 Print By Registrati	on Number 💿 Print	By Purpose and	Permt Type 🔵 Re-Print	your Permit
Select A	ny purpose :		Select Any Permit Ty	oe :	Selec	s Document Type :	urrender Slip
Fresh P		-	National Permit		▼ PAR		-
			(	Get Details			
S.No	Application No	Application Date	Vehicle No	Permit No./Offer N o.	Last Public Re k	emar Last Office Rema	k PRINT
1	MH1608000000344	04-AUG-2016	MH43BG0027	MH/43/NP/2016/2			PRINT

You can print Permit either by entering the application number or Registration Number or Permit number. Then click on **PRINT** button to print the Permit.

#### (For Authorized Users Only)

The Alert box will be shown for printing confirmation. Click on **Confirm Print** button for Permit printing.



When you click on **Confirm Print** button it will print the selected PERMIT. If you click on Cancel button then it will redirect control to PERMIT PRINT form.

If you want to reprint the Permit then mark on '**Re-Print your Permit**' radio button present at top of the form. Then you can reprint Permit either by entering the application number or Registration Number. Then click on **RE-PRINT** button to print the Permit again.

PERMIT PRINT           O Print By Registration Number         O Print By Purpose and Permt Type         Image: Re-Print your Permit				t your Permit		
Application No     Registration No						
		Application No: Part 1 (First Six Cha MH1608	rs) Get Details	Part 2 (Next Ten Ch 0000000344	nars)	l
S.No	Application No	Vehicle No	Purpose Code	Document Id	Operation Date	RE-PRINT
1	MH1608000000344	MH43BG0027	Fresh Permit	PART A	04-AUG-2016	RE-PRINT

#### (For Authorized Users Only)

The Alert box will be shown for printing confirmation. Click on **Confirm Print** button for Permit printing.

Printed Confirmation P	anel
Do you want to continu	ie
✓ Confirm Print	× Cancel
1475	h

When you click on **Confirm Print** button it will print the selected PERMIT.