

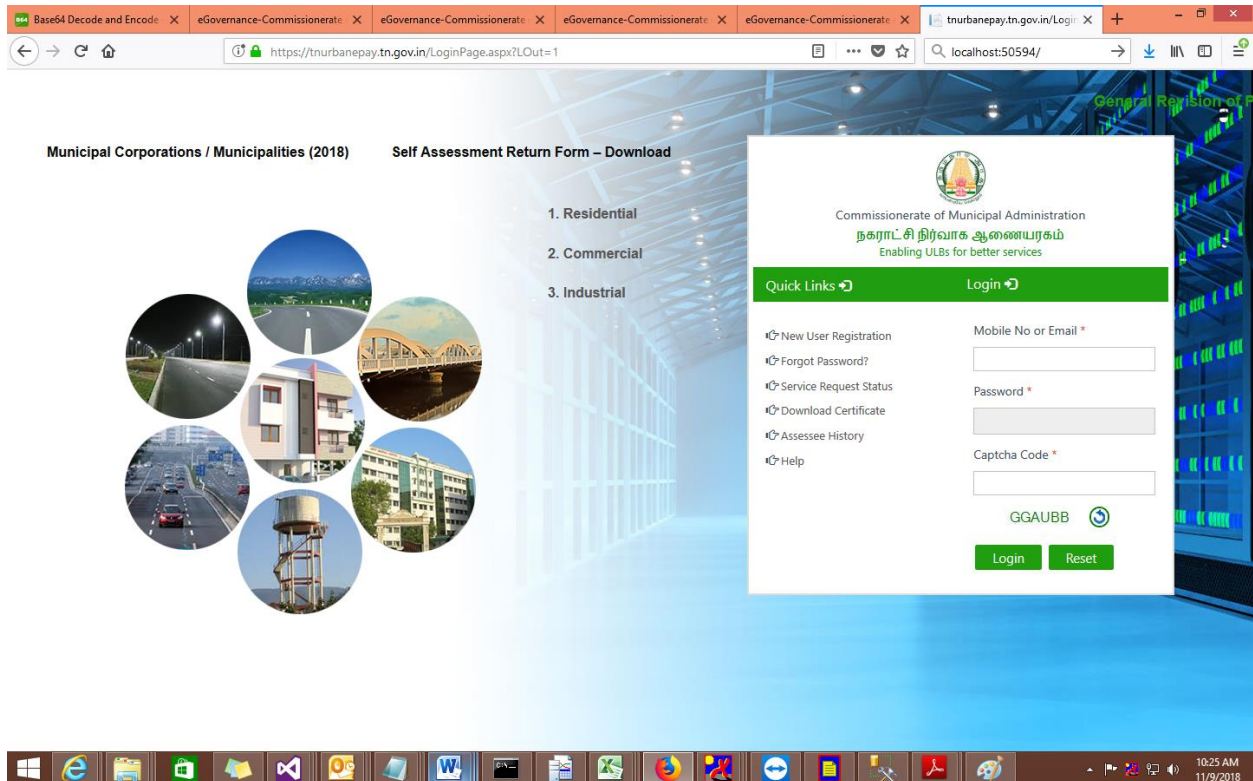


BAHWAN CYBERTEK
evolving your business

User Manual For Tax Payment

Please follow the below steps for Make Payment.

Step 1: Enter the User Name, Password and Captcha code for Citizen Portal Login.



The screenshot displays the Citizen Portal Login page for the Commissionerate of Municipal Administration. The page includes a navigation menu with the following items:

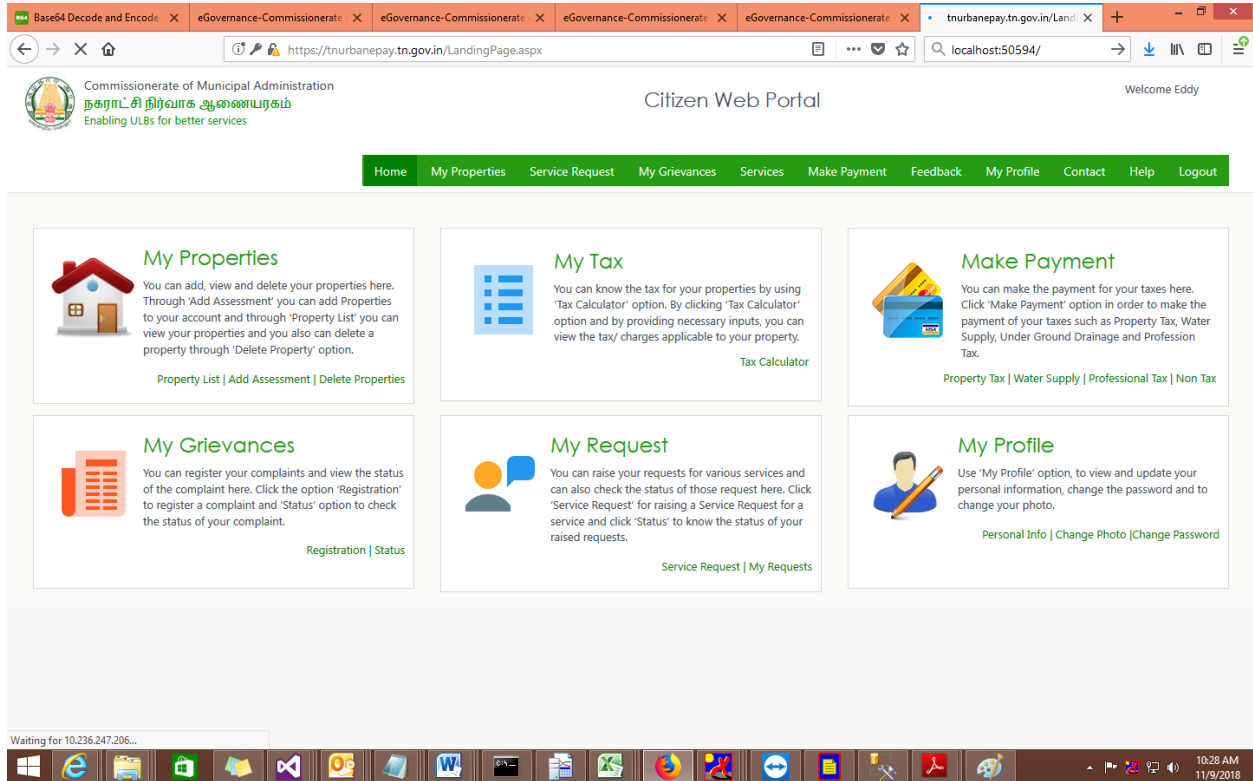
- Municipal Corporations / Municipalities (2018)
- Self Assessment Return Form – Download
 - 1. Residential
 - 2. Commercial
 - 3. Industrial

The login form on the right side of the page contains the following fields and buttons:

- Quick Links
- Login
- New User Registration
- Forgot Password?
- Service Request Status
- Download Certificate
- Assessee History
- Help
- Mobile No or Email *
- Password *
- Captcha Code *
- GGAUBB logo
- Login button
- Reset button

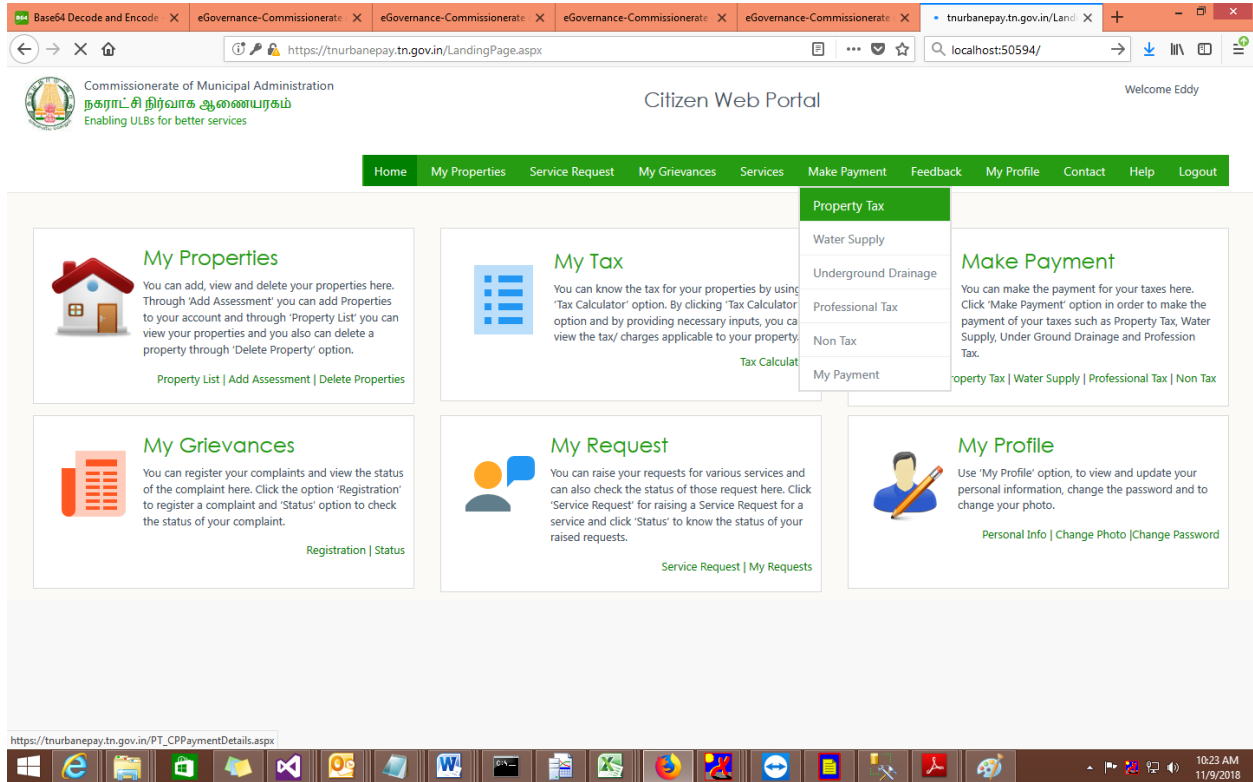
The Windows taskbar at the bottom shows the system time as 10:25 AM on 11/9/2018.

Step 2 : After Login into Citizen Portal below screen will be displayed.



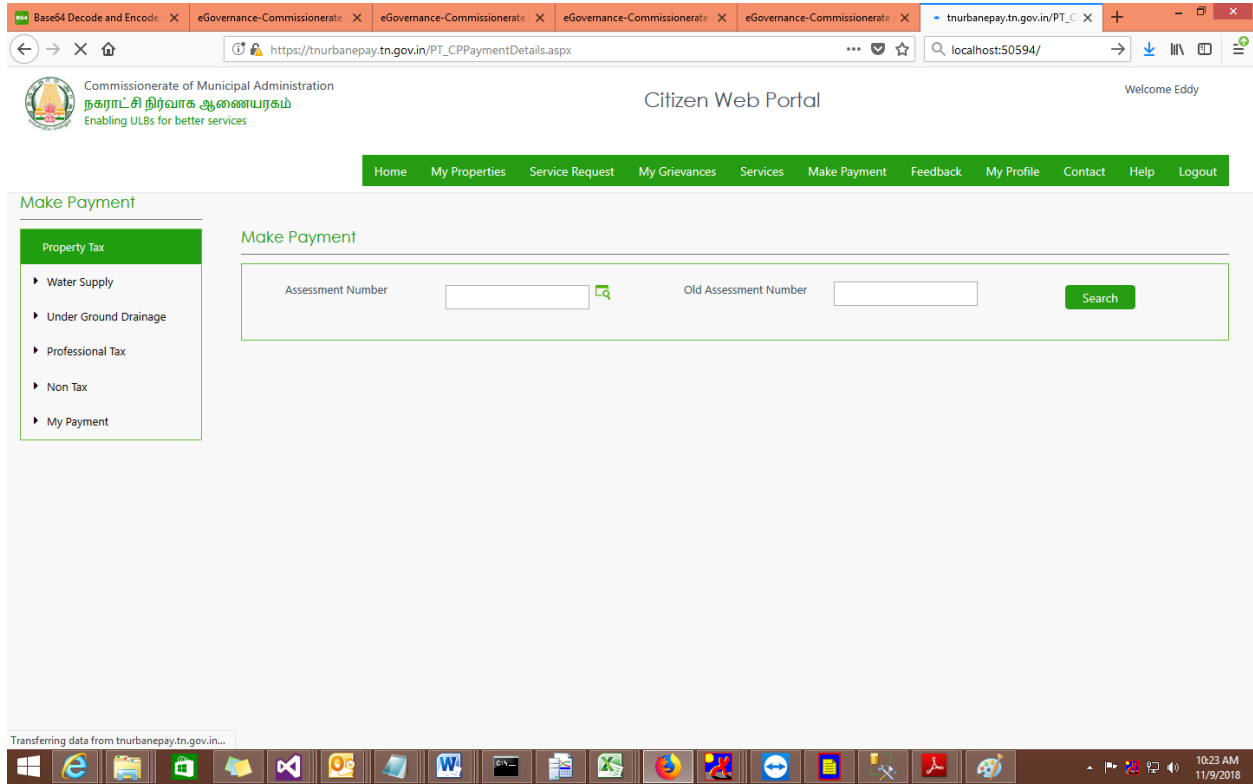
The screenshot shows a web browser window with multiple tabs. The active tab is titled "tnurbanepay.tn.gov.in/LandingPage.aspx". The browser address bar shows "https://tnurbanepay.tn.gov.in/LandingPage.aspx". The page content includes a header with the logo of the Commissionerate of Municipal Administration, the text "Commissionerate of Municipal Administration" and "நகராட்சி நிர்வாக ஆணையரகம்" (Commissionerate of Municipal Administration), and the tagline "Enabling ULBs for better services". The page title is "Citizen Web Portal" and it says "Welcome Eddy". A green navigation bar contains links: Home, My Properties, Service Request, My Grievances, Services, Make Payment, Feedback, My Profile, Contact, Help, Logout. The main content area features six service tiles: "My Properties" (with a house icon), "My Tax" (with a calculator icon), "Make Payment" (with a credit card icon), "My Grievances" (with a document icon), "My Request" (with a speech bubble icon), and "My Profile" (with a person icon). Each tile contains a brief description of the service and a list of sub-links. The Windows taskbar at the bottom shows the system tray with the date and time "10:28 AM 11/9/2018".

Step 3 : Select the Tax which you want proceed under the Make Payment menu.



The screenshot shows the 'Citizen Web Portal' interface. The navigation menu includes: Home, My Properties, Service Request, My Grievances, Services, Make Payment, Feedback, My Profile, Contact, Help, and Logout. The 'Make Payment' menu is expanded, showing options: Water Supply, Underground Drainage, Professional Tax, Non Tax, and My Payment. The 'My Properties' section includes links for Property List, Add Assessment, and Delete Properties. The 'My Tax' section includes a Tax Calculator link. The 'My Grievances' section includes links for Registration and Status. The 'My Request' section includes links for Service Request and My Requests. The 'My Profile' section includes links for Personal Info, Change Photo, and Change Password. The browser address bar shows the URL: https://tnurbanepay.tn.gov.in/LandingPage.aspx. The system tray at the bottom shows the date and time: 10:23 AM, 11/9/2018.

Step 4 : Below screen will be displayed.



Base64 Decode and Encode x eGovernance-Commissionerate x eGovernance-Commissionerate x eGovernance-Commissionerate x eGovernance-Commissionerate x tnurbanepay.tn.gov.in/PT_C x + - □ x

https://tnurbanepay.tn.gov.in/PT_CPPaymentDetails.aspx localhost:50594/

Commissionerate of Municipal Administration
நகராட்சி நிர்வாக ஆணையரகம்
Enabling ULBs for better services

Citizen Web Portal Welcome Eddy

Home My Properties Service Request My Grievances Services Make Payment Feedback My Profile Contact Help Logout

Make Payment

Property Tax

- ▶ Water Supply
- ▶ Under Ground Drainage
- ▶ Professional Tax
- ▶ Non Tax
- ▶ My Payment

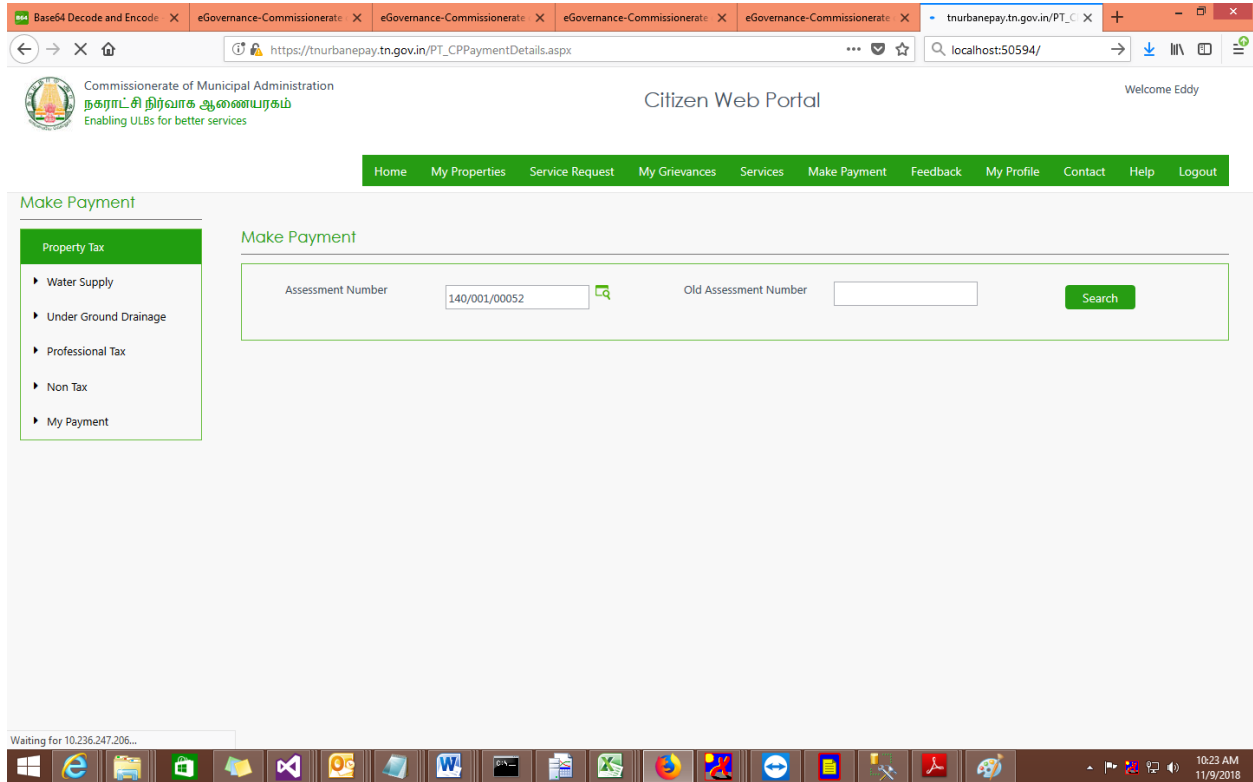
Make Payment

Assessment Number Old Assessment Number

Transferring data from tnurbanepay.tn.gov.in...

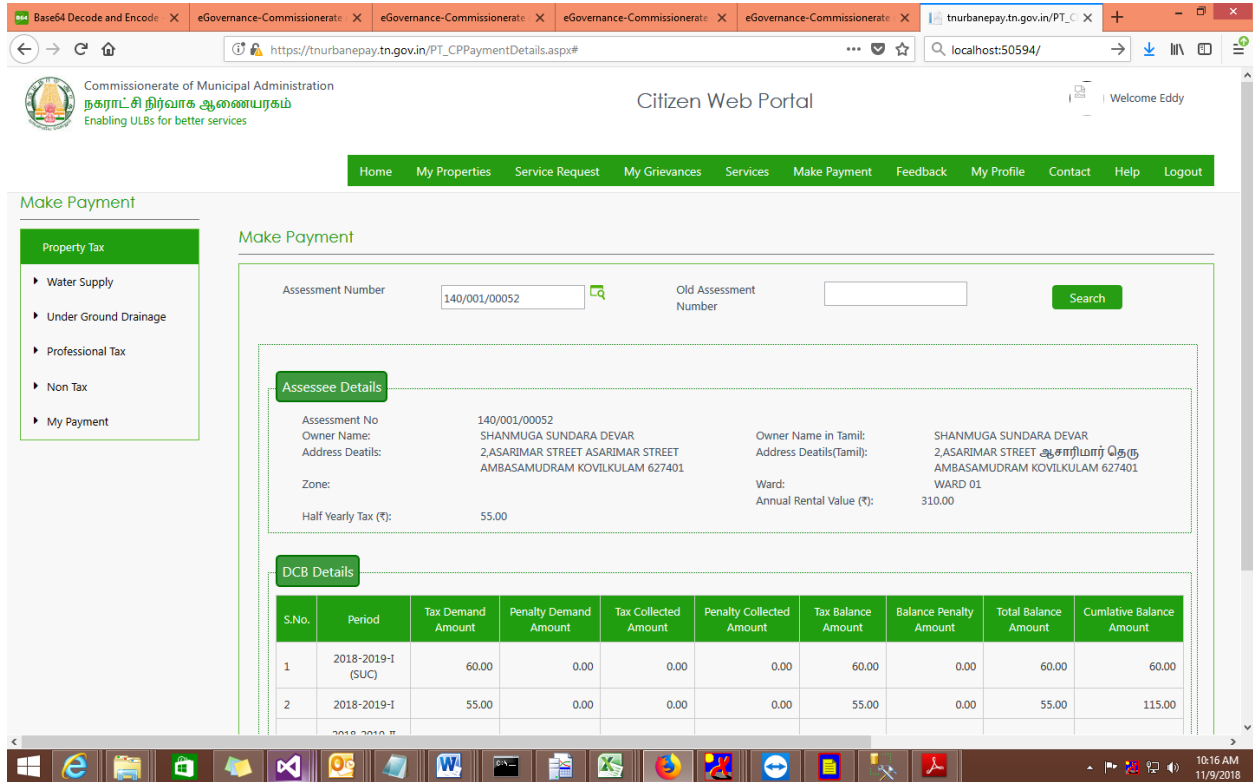
10:23 AM 11/9/2018

Step 5: Enter the Assessment Number or search the Assessment Number.



The screenshot shows a web browser window with the URL https://tnurbanepay.tn.gov.in/PT_CPPaymentDetails.aspx. The page title is "Citizen Web Portal" and it says "Welcome Eddy". The navigation menu includes: Home, My Properties, Service Request, My Grievances, Services, Make Payment, Feedback, My Profile, Contact, Help, Logout. The "Make Payment" section is active, showing a sidebar with "Property Tax" and sub-items: Water Supply, Under Ground Drainage, Professional Tax, Non Tax, My Payment. The main content area has a "Make Payment" heading and a form with two input fields: "Assessment Number" (containing "140/001/00052") and "Old Assessment Number" (empty). A "Search" button is located to the right of the "Old Assessment Number" field. The Windows taskbar at the bottom shows the time as 10:23 AM on 11/9/2018.

Step 6 : Click the Search button, below screen will be displayed.



Commissionerate of Municipal Administration
நகராட்சி நிர்வாக ஆணையரகம்
Enabling ULBs for better services

Citizen Web Portal | Welcome Eddy

Home My Properties Service Request My Grievances Services Make Payment Feedback My Profile Contact Help Logout

Make Payment

Property Tax

- Water Supply
- Under Ground Drainage
- Professional Tax
- Non Tax
- My Payment

Make Payment

Assessment Number: 140/001/00052 Old Assessment Number: [] Search

Assessee Details

Assessment No: 140/001/00052
 Owner Name: SHANMUGA SUNDARA DEVAR
 Address Details: 2,ASARIMAR STREET ASARIMAR STREET AMBASAMUDRAM KOVILKULAM 627401
 Zone: []
 Half Yearly Tax (₹): 55.00

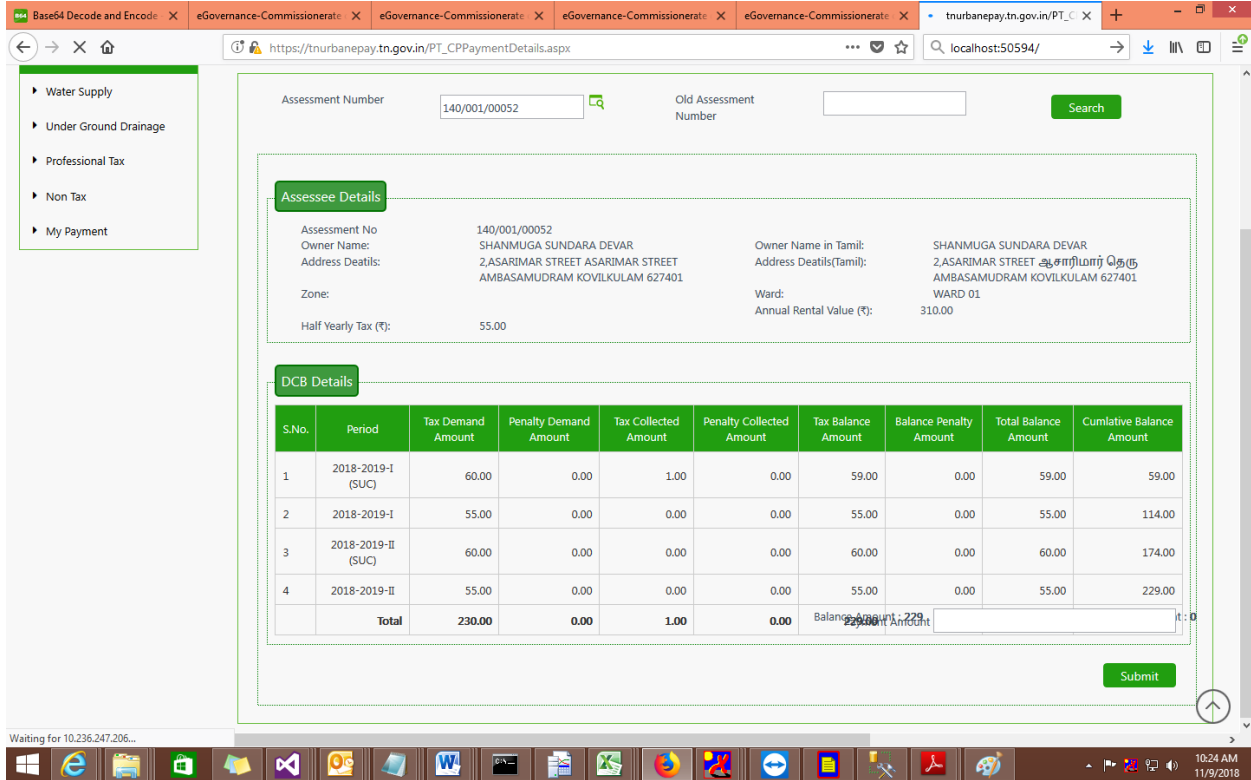
Owner Name in Tamil: SHANMUGA SUNDARA DEVAR
 Address Details(Tamil): 2,ASARIMAR STREET ஆசாரிமார் தெரு AMBASAMUDRAM KOVILKULAM 627401
 Ward: WARD 01
 Annual Rental Value (₹): 310.00

DCB Details

| S.No. | Period | Tax Demand Amount | Penalty Demand Amount | Tax Collected Amount | Penalty Collected Amount | Tax Balance Amount | Balance Penalty Amount | Total Balance Amount | Cumulative Balance Amount |
|-------|-------------------|-------------------|-----------------------|----------------------|--------------------------|--------------------|------------------------|----------------------|---------------------------|
| 1 | 2018-2019-I (SUC) | 60.00 | 0.00 | 0.00 | 0.00 | 60.00 | 0.00 | 60.00 | 60.00 |
| 2 | 2018-2019-I | 55.00 | 0.00 | 0.00 | 0.00 | 55.00 | 0.00 | 55.00 | 115.00 |

10:16 AM 11/9/2018

Step 7 : Enter the Payable amount in the textbox then click the submit button to proceed the payment.



The screenshot shows a web browser window with the URL https://tnurbaneipay.tn.gov.in/PT_CPPaymentDetails.aspx. The page displays assessment details for Assessment Number 140/001/00052. The Assessee Details section includes the owner's name, address, zone, and annual rental value. The DCB Details section is a table showing tax demands, penalties, and collected amounts for four periods from 2018-2019-I to 2018-2019-II. The total tax demand is 230.00, and the total balance amount is 229.00. A 'Submit' button is visible at the bottom right of the form.

Assessee Details

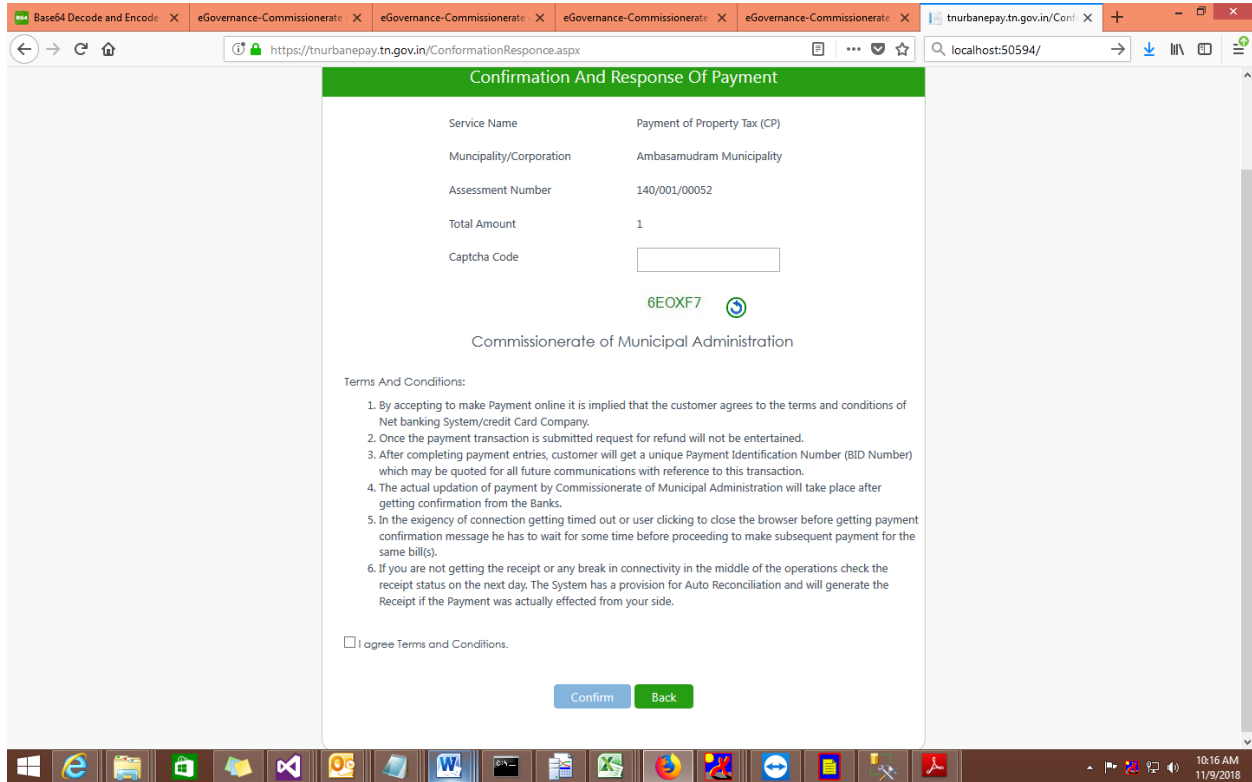
Assessment No: 140/001/00052
 Owner Name: SHANMUGA SUNDARA DEVAR
 Address Details: 2,ASARIMAR STREET ASARIMAR STREET AMBASAMUDRAM KOVILKULAM 627401
 Zone: [Blank]
 Half Yearly Tax (₹): 55.00

Owner Name in Tamil: SHANMUGA SUNDARA DEVAR
 Address Details(Tamil): 2,ASARIMAR STREET ஆசாரிமார் தெரு AMBASAMUDRAM KOVILKULAM 627401
 Ward: WARD 01
 Annual Rental Value (₹): 310.00

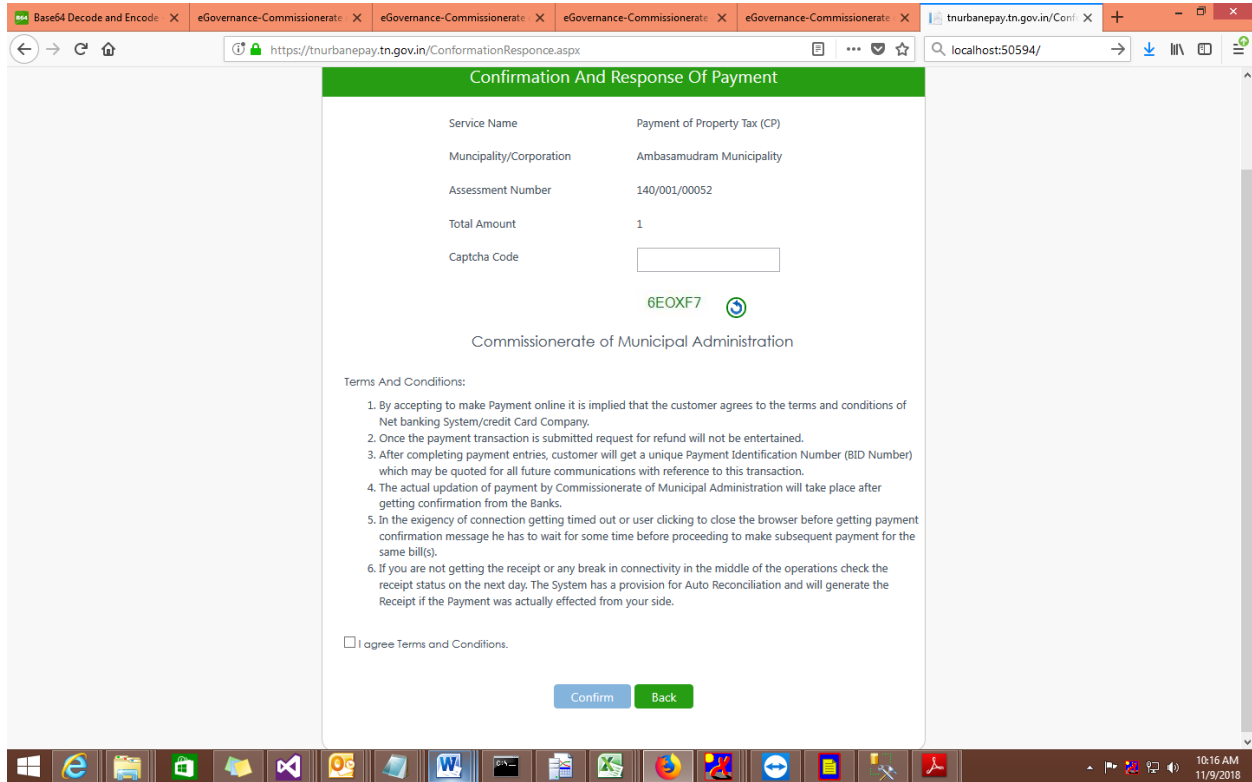
DCB Details

| S.No. | Period | Tax Demand Amount | Penalty Demand Amount | Tax Collected Amount | Penalty Collected Amount | Tax Balance Amount | Balance Penalty Amount | Total Balance Amount | Cumulative Balance Amount |
|--------------|--------------------|-------------------|-----------------------|----------------------|--------------------------|------------------------|------------------------|----------------------|---------------------------|
| 1 | 2018-2019-I (SUC) | 60.00 | 0.00 | 1.00 | 0.00 | 59.00 | 0.00 | 59.00 | 59.00 |
| 2 | 2018-2019-I | 55.00 | 0.00 | 0.00 | 0.00 | 55.00 | 0.00 | 55.00 | 114.00 |
| 3 | 2018-2019-II (SUC) | 60.00 | 0.00 | 0.00 | 0.00 | 60.00 | 0.00 | 60.00 | 174.00 |
| 4 | 2018-2019-II | 55.00 | 0.00 | 0.00 | 0.00 | 55.00 | 0.00 | 55.00 | 229.00 |
| Total | | 230.00 | 0.00 | 1.00 | 0.00 | Balance Amount: 229.00 | | | |

Step 8 : After click the Submit the button ,below screen will be displayed.



Step 8 :Enter the Captcha code and click the “I Agree” check box then click the Confirm button.



Confirmation And Response Of Payment

| | |
|--------------------------|------------------------------|
| Service Name | Payment of Property Tax (CP) |
| Municipality/Corporation | Ambasamudram Municipality |
| Assessment Number | 140/001/00052 |
| Total Amount | 1 |
| Captcha Code | <input type="text"/> |

6E0XF7

Commissionerate of Municipal Administration

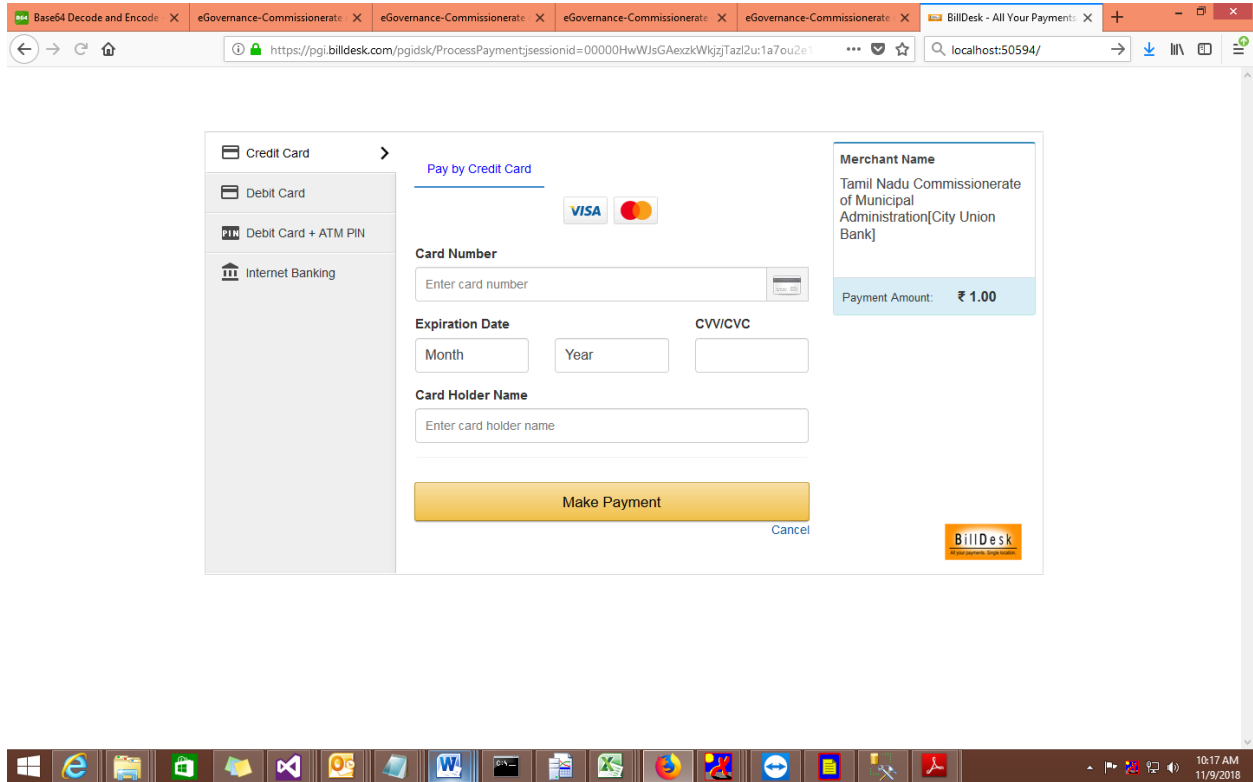
Terms And Conditions:

1. By accepting to make Payment online it is implied that the customer agrees to the terms and conditions of Net banking System/credit Card Company.
2. Once the payment transaction is submitted request for refund will not be entertained.
3. After completing payment entries, customer will get a unique Payment Identification Number (PID Number) which may be quoted for all future communications with reference to this transaction.
4. The actual updation of payment by Commissionerate of Municipal Administration will take place after getting confirmation from the Banks.
5. In the exigency of connection getting timed out or user clicking to close the browser before getting payment confirmation message he has to wait for some time before proceeding to make subsequent payment for the same bill(s).
6. If you are not getting the receipt or any break in connectivity in the middle of the operations check the receipt status on the next day. The System has a provision for Auto Reconciliation and will generate the Receipt if the Payment was actually effected from your side.

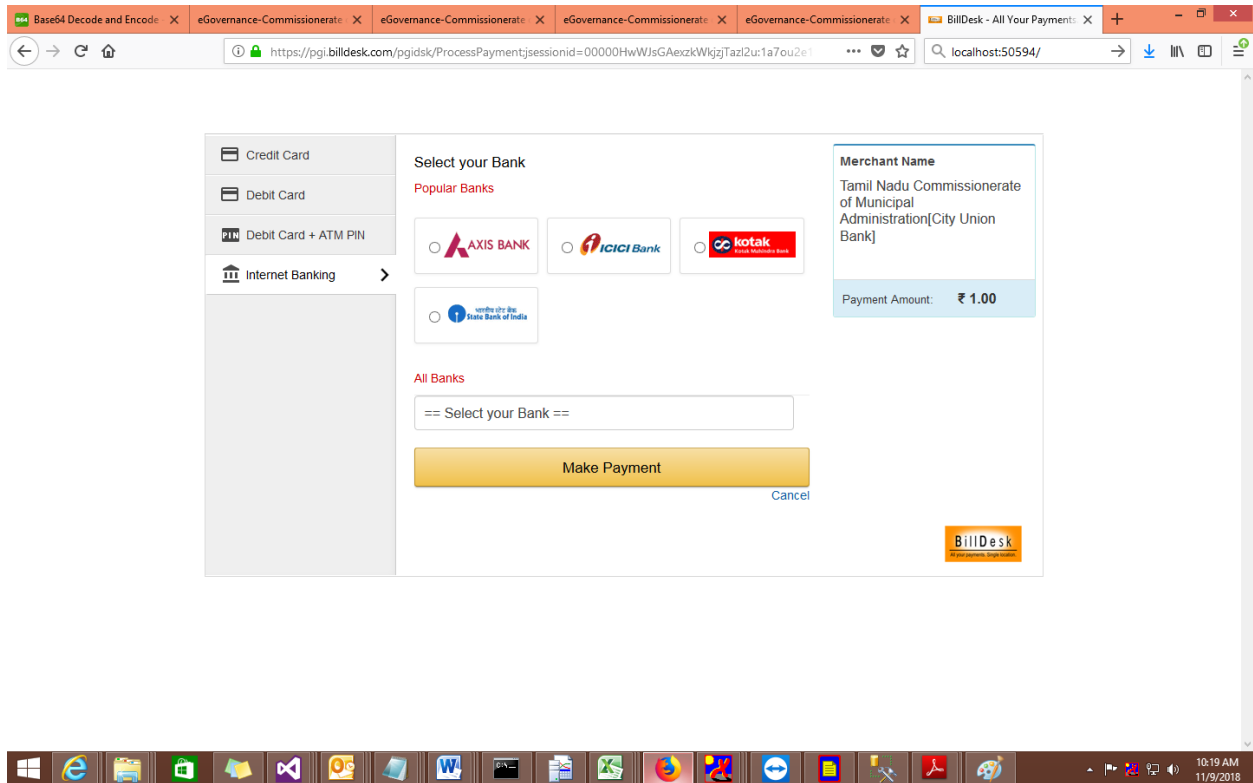
I agree Terms and Conditions.

Confirm Back

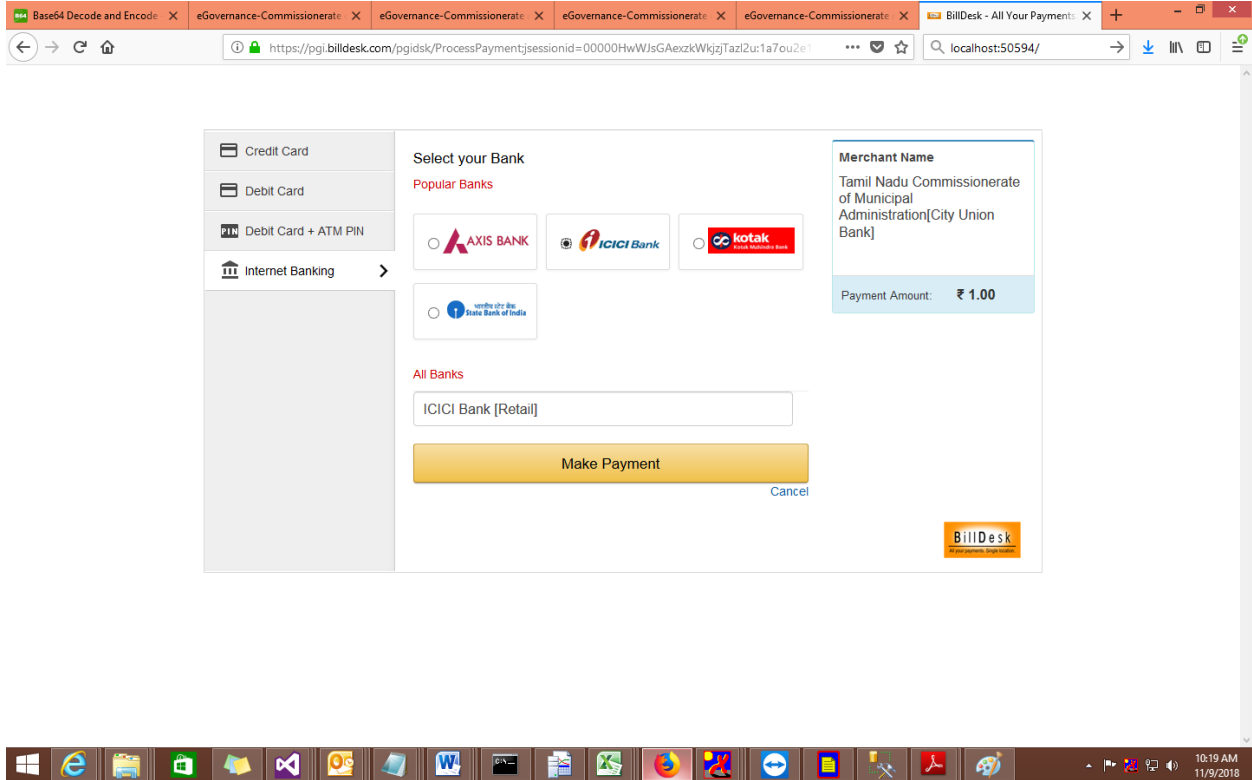
Step 9 : After clicked the confirm button ,below screen will be displayed.



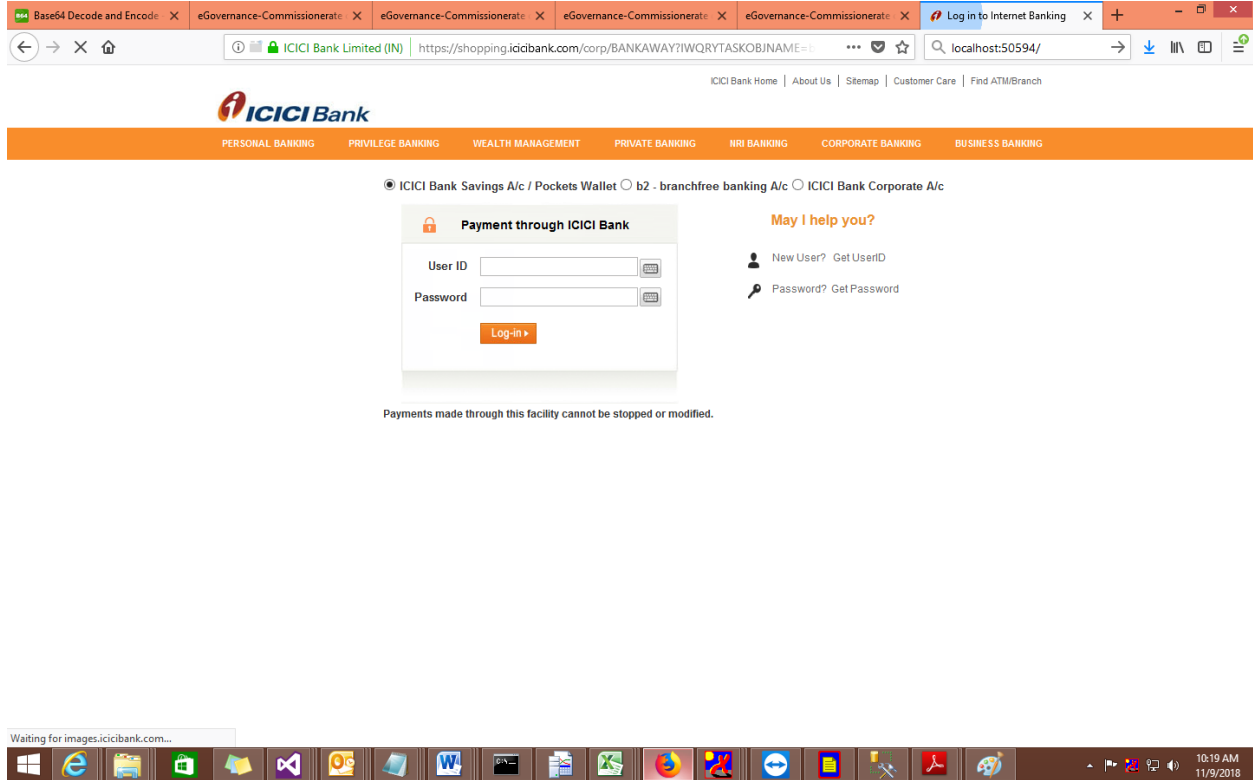
Step 9 : Select the “Internet Banking ” from the left side menu.



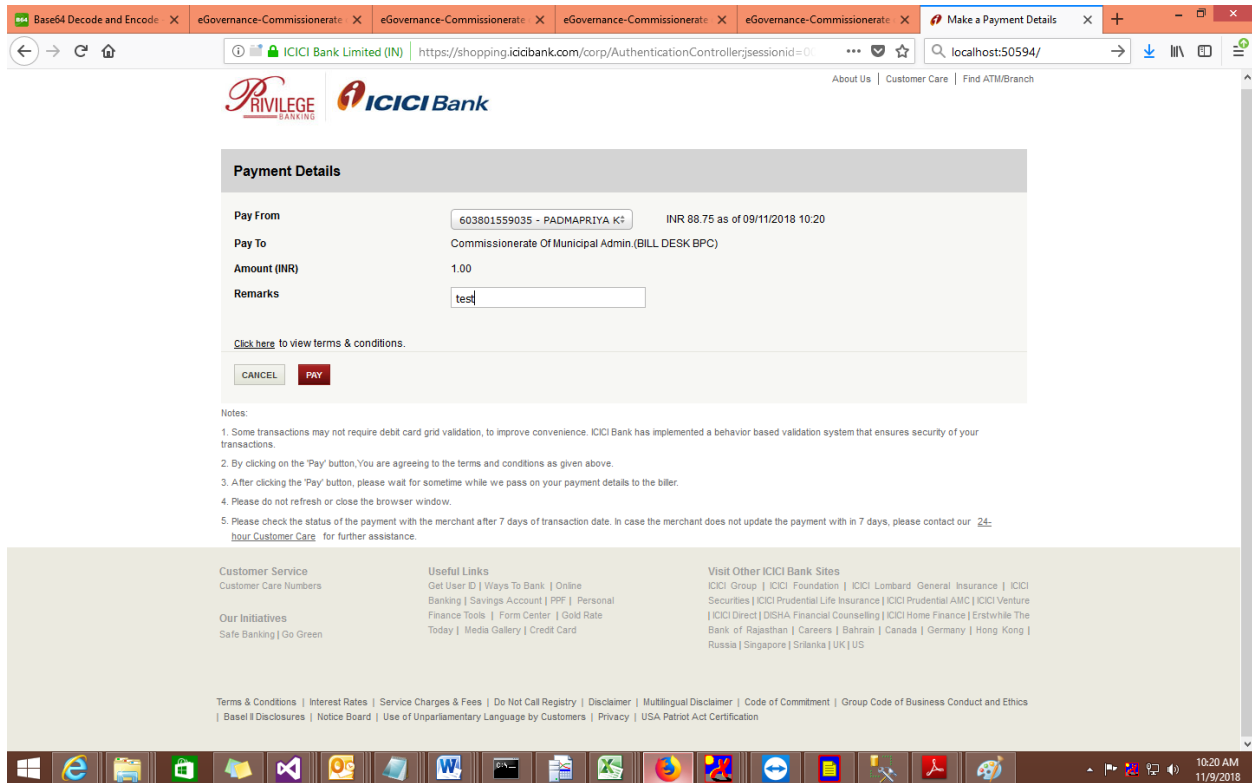
Step 10 : After Select the “Internet Banking”, below screen will be displayed then select the bank to proceed the payment. Click the Make Payment button.



Step 11 : After Click the Make Payment button ,below screen will be displayed then Enter the User Name and Password for respective bank for Login.



Step 12 : Enter the Remarks and click the “Pay” button.



Payment Details

Pay From 603801559035 - PADMAPRIYA K† INR 88.75 as of 09/11/2018 10:20

Pay To Commissionerate Of Municipal Admin.(BILL DESK BPC)

Amount (INR) 1.00

Remarks test

[Click here](#) to view terms & conditions.

Notes:

1. Some transactions may not require debit card grid validation, to improve convenience. ICICI Bank has implemented a behavior based validation system that ensures security of your transactions.
2. By clicking on the 'Pay' button, You are agreeing to the terms and conditions as given above.
3. After clicking the 'Pay' button, please wait for sometime while we pass on your payment details to the biller.
4. Please do not refresh or close the browser window.
5. Please check the status of the payment with the merchant after 7 days of transaction date. In case the merchant does not update the payment with in 7 days, please contact our [24-hour Customer Care](#) for further assistance.

Customer Service
Customer Care Numbers

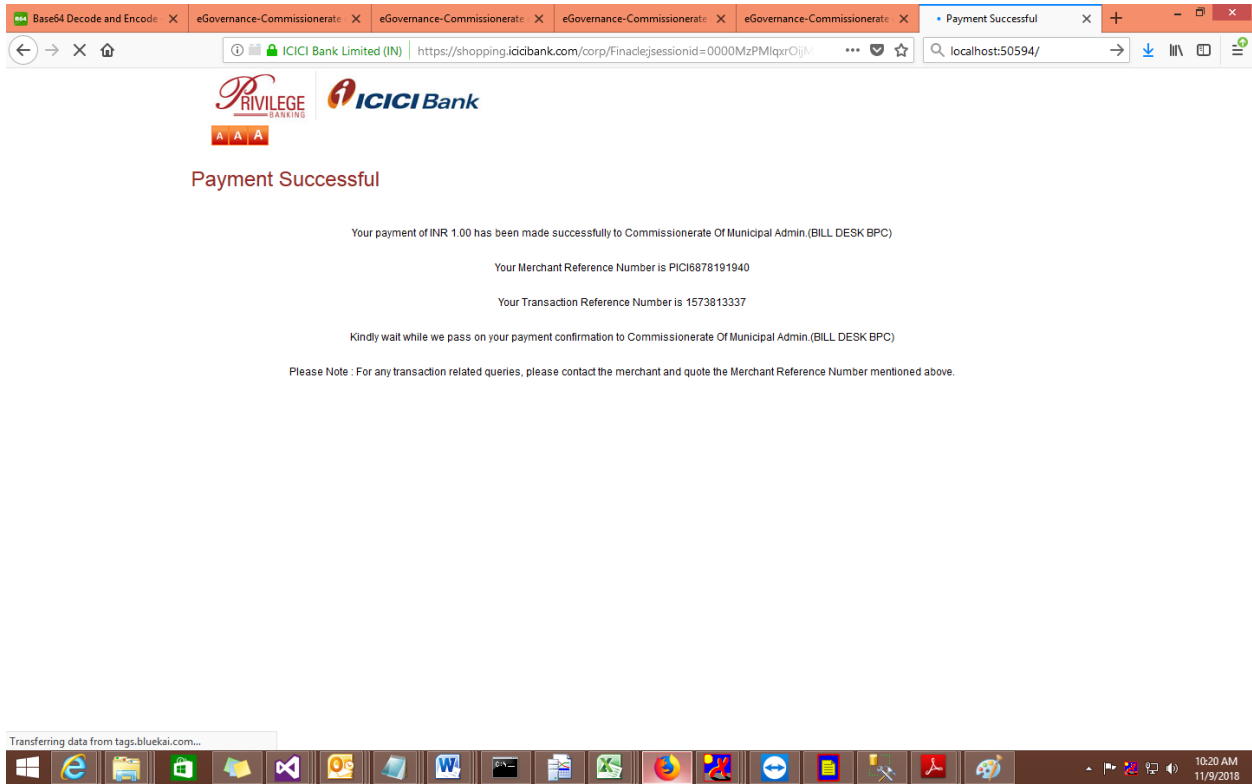
Our Initiatives
Safe Banking | Go Green

Useful Links
Get User ID | Ways To Bank | Online Banking | Savings Account | PPF | Personal Finance Tools | Form Center | Gold Rate Today | Media Gallery | Credit Card

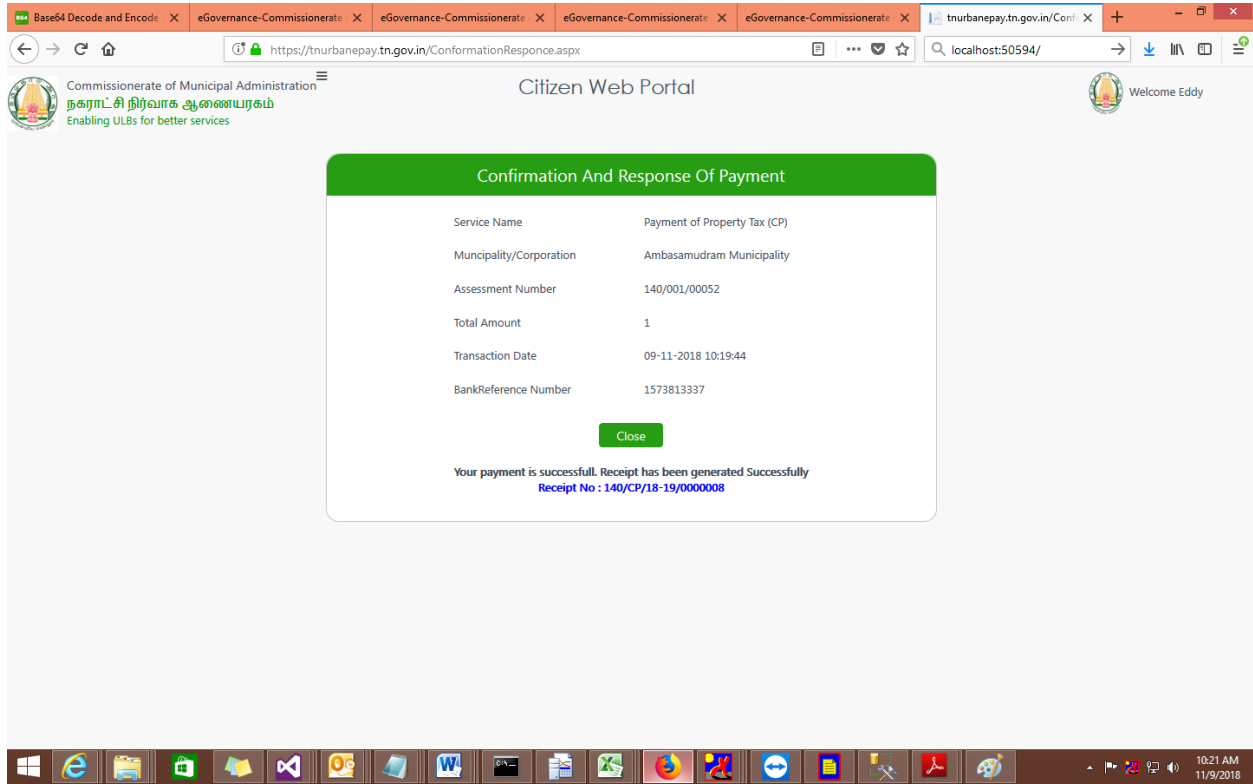
Visit Other ICICI Bank Sites
ICICI Group | ICICI Foundation | ICICI Lombard General Insurance | ICICI Securities | ICICI Prudential Life Insurance | ICICI Prudential AMC | ICICI Venture | ICICI Direct | DISHA Financial Counseling | ICICI Home Finance | Erstwhile The Bank of Rajasthan | Careers | Bahrain | Canada | Germany | Hong Kong | Russia | Singapore | Sri Lanka | UK | US

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Step 13 :



Step 14 : Below screen will be displayed ,after done the payment .



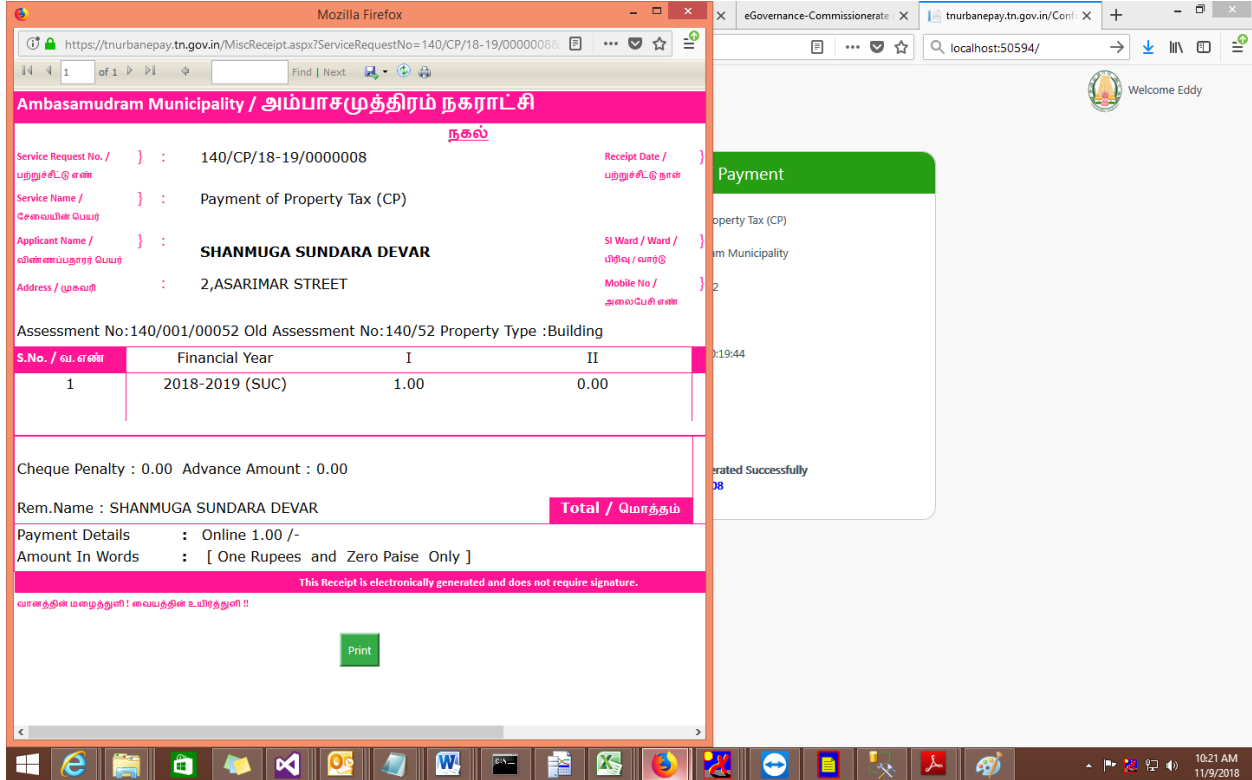
The screenshot shows a web browser window with the URL <https://tnurbanepay.tn.gov.in/ConformationResponce.aspx>. The page title is "Citizen Web Portal" and it includes a "Welcome Eddy" message. The main content is a green-bordered box titled "Confirmation And Response Of Payment" containing the following details:

| | |
|--------------------------|------------------------------|
| Service Name | Payment of Property Tax (CP) |
| Municipality/Corporation | Ambasamudram Municipality |
| Assessment Number | 140/001/00052 |
| Total Amount | 1 |
| Transaction Date | 09-11-2018 10:19:44 |
| BankReference Number | 1573813337 |

Below the table is a green "Close" button and a confirmation message: "Your payment is successfull. Receipt has been generated Successfully" with a receipt number [Receipt No : 140/CP/18-19/0000008](#).

The Windows taskbar at the bottom shows the time as 10:21 AM on 11/9/2018.

Step 15 : Click the “Receipt Number ” to display the print screen as below.



Ambasamudram Municipality / அம்பாசமுத்திரம் நகராட்சி

நகல்

Service Request No. / பற்றச்சிட எண் : 140/CP/18-19/0000008 Receipt Date / பற்றச்சிட நாள

Service Name / சேவையின் பெயர் : Payment of Property Tax (CP)

Applicant Name / விண்ணப்பதாரர் பெயர் : SHANMUGA SUNDARA DEVAR SI Ward / Ward / தெருவு / வார்டு

Address / முகவரி : 2,ASARIMAR STREET Mobile No / அலைபேசி எண்

Assessment No:140/001/00052 Old Assessment No:140/52 Property Type :Building

| S.No. / வ. எண் | Financial Year | I | II |
|----------------|-----------------|------|------|
| 1 | 2018-2019 (SUC) | 1.00 | 0.00 |

Cheque Penalty : 0.00 Advance Amount : 0.00

Rem.Name : SHANMUGA SUNDARA DEVAR **Total / மொத்தம்**

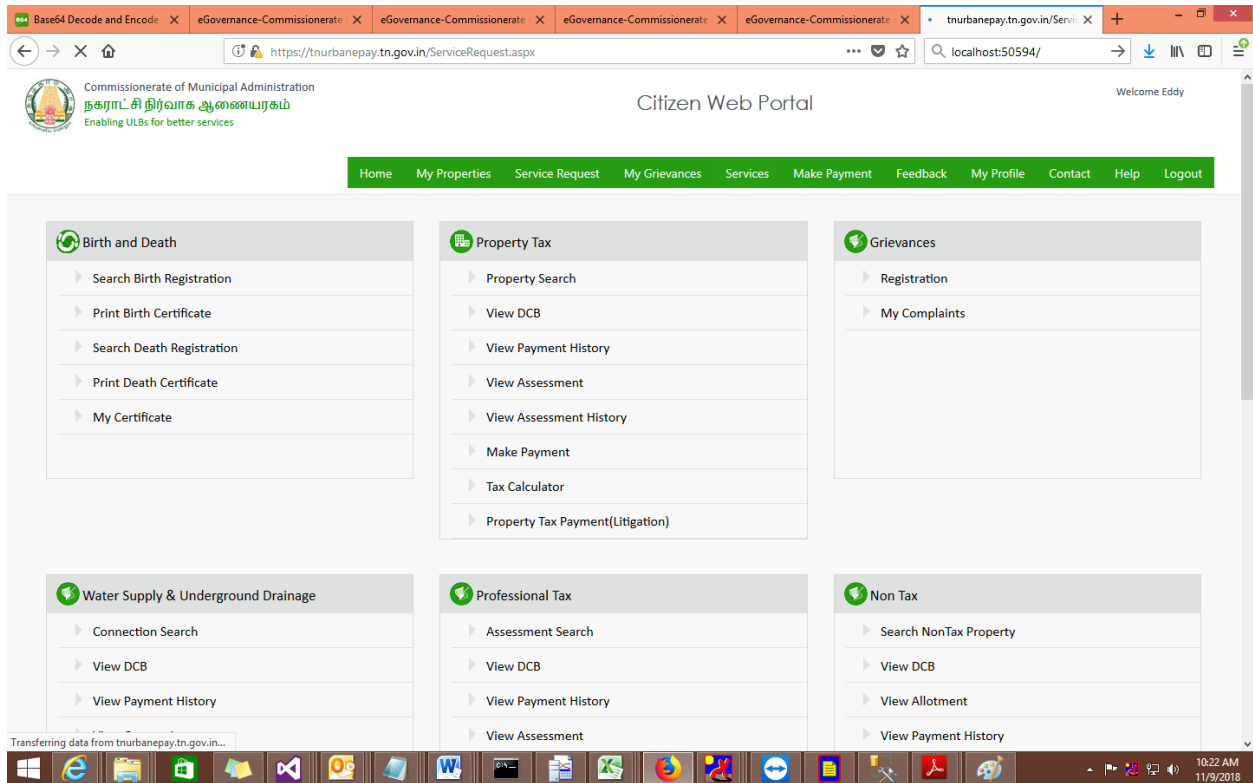
Payment Details : Online 1.00 /-
Amount In Words : [One Rupees and Zero Paise Only]

This Receipt is electronically generated and does not require signature.

வானத்தின் மழைத்துளி ! வைபவத்தின் உயிர்த்துளி !!

Print

Step 16 : Click the “Close” button to go back to “Home Screen”.



The screenshot displays the Citizen Web Portal interface. The browser address bar shows the URL <https://tnurbanepay.tn.gov.in/ServiceRequest.aspx>. The page header includes the Commissionerate of Municipal Administration logo and name in Tamil, the text "Citizen Web Portal", and a "Welcome Eddy" message. A green navigation bar contains links for Home, My Properties, Service Request, My Grievances, Services, Make Payment, Feedback, My Profile, Contact, Help, and Logout. The main content area is organized into six columns, each with a category header and a list of services:

- Birth and Death:** Search Birth Registration, Print Birth Certificate, Search Death Registration, Print Death Certificate, My Certificate.
- Property Tax:** Property Search, View DCB, View Payment History, View Assessment, View Assessment History, Make Payment, Tax Calculator, Property Tax Payment(Litigation).
- Grievances:** Registration, My Complaints.
- Water Supply & Underground Drainage:** Connection Search, View DCB, View Payment History.
- Professional Tax:** Assessment Search, View DCB, View Payment History, View Assessment.
- Non Tax:** Search NonTax Property, View DCB, View Allotment, View Payment History.

The Windows taskbar at the bottom shows the system clock as 10:22 AM on 11/9/2018.