



HOW TO CREATE A NEW PID OF AGRCULTURE CATEGORY

*Step by step guide for citizen to create a New PID of
Agriculture Category*

शहरी स्थानीय
निकाय निदेशालय
हरियाणा

ब्लॉक सं. 11-14, सैक्टर-4, पंचकूला, हरियाणा
Bay No. 11-14, Sector 4, Panchkula, Haryana

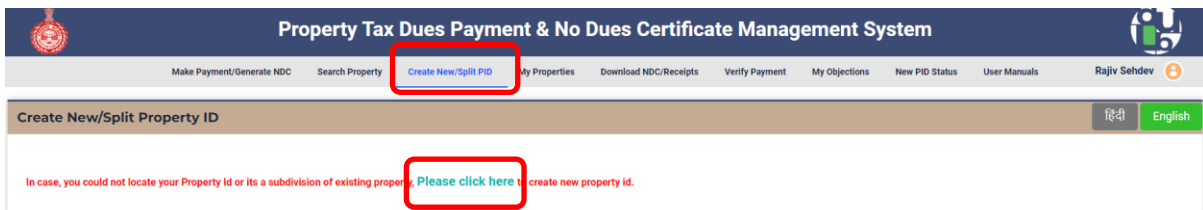


DIRECTORATE OF URBAN
LOCAL BODIES
HARYANA

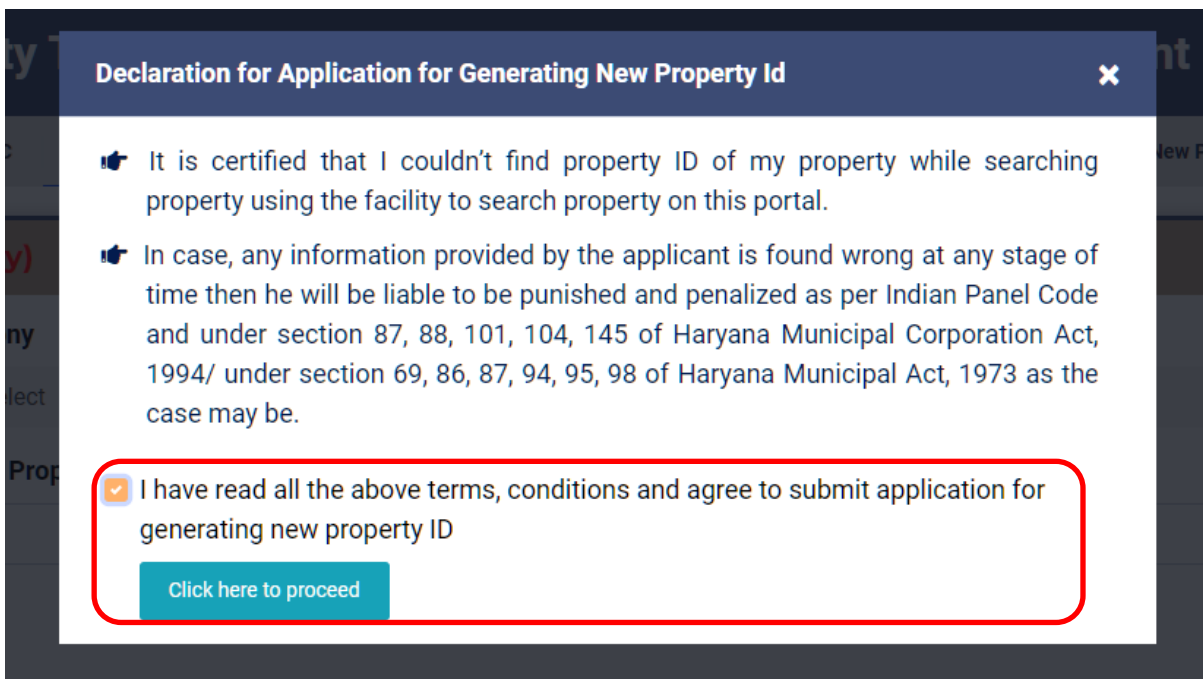
Tel.: +91 172 2570020; Fax: +91 172 2570021
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HOW TO CREATE A NEW PID OF AGRICULTURE CATEGORY

1. Open your internet browser and type the URL : <https://property.ulbharyana.gov.in/>
2. Now login on the portal.
3. Before proceeding for creating the a New PID, please search the Property on the portal.
4. Select “**Search Property**” from the menu and search for the property using any of the criteria like Name of owner, Mobile Number of owner, Plot/Unit No., PID etc.
5. After searching, if you are sure that your property is not available on the portal, then click on “**Create New/Split PID**” link in the menu and then to create a New PID, click on “**Please click here**” on the “In case, you could not locate your Property or it is a subdivision of existing property, Please click here to create new Property Id”



6. Select the checkbox in the declaration shown below and then click on “Click here to proceed”



7. Now select District, Municipality and the colony name in which, New PID is to be created.

On selecting the colony, the system will zoom on the colony on the map window.

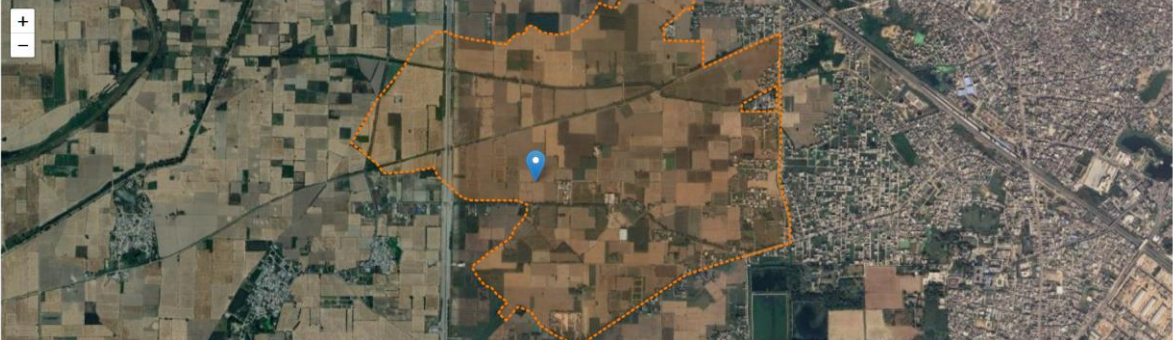
Name of District * Name of Municipality * Name of the Colony * (Click to view colony map)

AMBALA AMBALA Unapproved Area Naya Gaon Outer

Please drag your marker (📍) to your property.

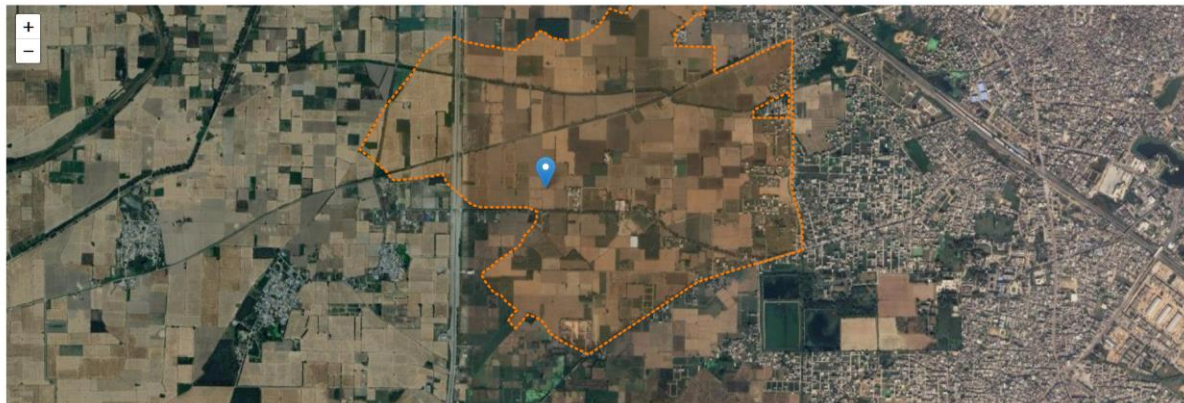
Latitude: Longitude:

30.376245033444 76.739459037780



On the map window, move the blue marker 📍 to the exact location of the PID to be created.

8. After marking the location of the PID, click on the “Next” button



9. If the Property is a subdivision of any existing PID, select “Yes” against “Whether it is sub-Division of existing Property Id”. Otherwise select “No”.

Application for Generating Property Id (All * fields are mandatory) हिंदी English

Name of District * Name of Municipality * Name of the Colony *

AMBALA AMBALA Arpit Enclave

Whether it is sub-Division of existing Property Id: * Yes No

10. Enter Property Details in the section shown below:

- In Property Category, Property Type and Property Sub Type, Select Agriculture/Horticulture.

Department of Urban Local Bodies, Haryana

- Enter other details

Enter Details of the Property to be Created

Property Category * <input type="text" value="Agriculture/Horticulture"/>	Property Type * <input type="text" value="Agriculture/Horticulture"/>	Property Sub Type * <input type="text" value="Agriculture/Horticulture"/>	Mobile No. (10 Digits) * <input type="text" value="7845125625"/>
Plot No. / House No. * <input type="text" value="15"/>	Street No./ Name <input type="text"/>	Landmark <input type="text"/>	Pincode * <input type="text" value="130012"/>
Plot Area * <input type="text" value="5"/>	Unit * <input type="text" value="Acre"/>		

11. Now enter owner details and click on “Add Owner” in the owner section show below:

Enter Owner Detail(s) of the Property to be created

Ownership Type *

Name of the Owner * <input type="text" value="Ranbir Singh"/>	Gender * <input type="text" value="Male"/>	Father or Husband Name * <input type="text" value="Karnail Singh"/>	Relation Type * <input type="text" value="Father"/>
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Mobile No.(10-Digits) *

Add Owner

ACTION	NAME OF THE OWNER	GENDER	FATHER OR HUSBAND NAME	RELATION TYPE	MOBILE NO	COUNTRY NAME
	Ranbir Singh	Male	Karnail Singh	Father	8787878787	India

Multiple owners can be added.

12. Upload the documents, in the Documents section and upload image of Agriculture Land

S.No.	Document	Document Type	File
1	Proof of Identity *	<input type="text" value="Aadhar Card"/>	<input type="button" value="Browse..."/> 311.pdf
2	Proof of Ownership *	<input type="text" value="Sale deed/Conveyance deed"/>	<input type="button" value="Browse..."/> 5450.pdf
3	Site Plan showing location of the site *		<input type="button" value="Browse..."/> 50.pdf
4	Upload Jamabandi in case of Agriculture Category *		<input type="button" value="Browse..."/> 920.pdf
5	Upload Building Photograph 1 *		<input type="button" value="Browse..."/> agri1.jpeg
6	Upload Building Photograph 2 *		<input type="button" value="Browse..."/> agri2.jpg

13. Now select “New PID Request” option

Select Pid Request Type

New PID Request(Normal)

Fee : NIL /-

14. Select “I agree and click here to submit” checkbox in the Declaration

Declaration

All the information provided by me in application form for generating new property ID is true to the best of my knowledge and no fact has been concealed.

In case information provide by me is found wrong then I am liable to be punished and penalized as per Indian Penal Code and under section 87, 88, 101, 104, 145 of Haryana Municipal Corporation Act, 1994/ under section 69, 86, 87, 94, 95, 98 of Haryana Municipal Act, 1973 as the case may be.

If the concerned Municipality notices at any stage of time that dues deposited by you are less than the actual dues, then balance dues along with the penalty will be recovered by the concerned municipality.

No objection on Main PID (and the split PID that is created when approved) will be allowed for three months or until the registration/sale-deed is executed, whichever is earlier. If the registration/sale-deed is not done within three months, the split PID application will be cancelled.

I agree and click here to submit

15. Submit application:

- a. System will prompt you to enter Family (Parivar Pehchan Patra) Id. Enter your Family ID. An OTP will be sent on your mobile number registered with the Family -id. Enter OTP and click on Verify Details button. Your property will be self-certified.
- b. If you do not have Family id, Enter Aadhar Number. An OTP will be sent on your mobile number registered with the Aadhar Number. Enter OTP and click on Verify Details button. Your property will be self-certified.
- c. If you do not have Aadhar number also, click on No. Now system will ask you to certify that you do not have Family-id and Aadhar Number.
- d. Now an OTP will be sent on the mobile number registered with your property. Enter OTP and click on Verify Details. Your property will be self-certified.

I agree and click here to submit

Do you have Family Id? * Yes No

Do you have Aadhar Card? * Yes No

I certify that I do not have Family id (Parivar Pehchan Patra) and Aadhar Number.*

CSC/CFC Operators or any other agents are directed not to submit New PID Applications from their Login.

16. Finally click on “Create New PID” button. The PID will be created instantaneously.

*****END*****