



CITIZEN REGISTRATION ON NDC PORTAL

Step by step guide for citizen to Register on NDC Portal

शहरी स्थानीय
निकाय निदेशालय
हरियाणा

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



DIRECTORATE OF URBAN
LOCAL BODIES
HARYANA

Tel.: +91 172 2570020; Fax: +91 172 2570021
Website: www.ulbhry.gov.in; email: dulbhry@hry.nic.in

TABLE OF CONTENTS

1. REGISTRATION FOR CITIZENS HAVING INDIAN MOBILE NUMBER 2
2. REGISTRATION OF NRIs/FOREIGN NATIONALS NOT HAVING INDIAN MOBILE NUMBERS..... 4

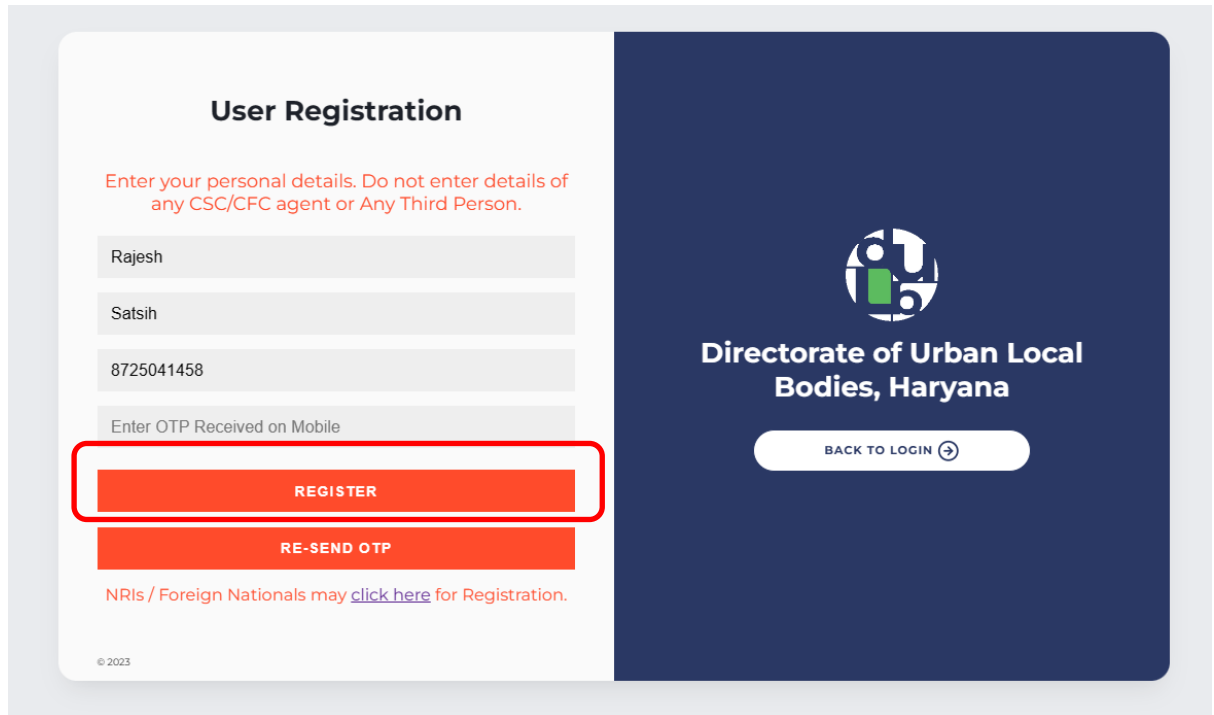
CITIZEN REGISTRATION ON NDC PORTAL

1. REGISTRATION FOR CITIZENS HAVING INDIAN MOBILE NUMBER

- i. Open your internet browser and open the following website address:
<https://property.ulbharyana.gov.in/>
- ii. To register yourself on NDC, click on “New User Registration” button.

The image shows two screenshots of the NDC portal. The left screenshot displays the main menu with 'New User Registration' highlighted in a red box. The right screenshot shows the login page where 'User Type' is set to 'Citizen' and the 'Send OTP' button is visible.

- iii. Enter your Name, Father/Husband’s Name and your Mobile Number.
- iv. Entering email-id is not mandatory
- v. Click on “SEND OTP FOR VERIFICATION”
 - An OTP will be sent on your entered Mobile Number.
 - In case citizen has also entered email-id, then an OTP will also be sent on email-id for verification



User Registration

Enter your personal details. Do not enter details of any CSC/CFC agent or Any Third Person.

Rajesh

Satsih

8725041458

Enter OTP Received on Mobile

REGISTER

RE-SEND OTP

NRIs / Foreign Nationals may [click here](#) for Registration.

© 2023

Directorate of Urban Local Bodies, Haryana

BACK TO LOGIN →

- vi. Click on “**Register**” button to proceed

2. REGISTRATION OF NRIs/FOREIGN NATIONALS NOT HAVING INDIAN MOBILE NUMBERS

- i. Open your internet browser and open the following website address:
<https://property.ulbharyana.gov.in/>
- ii. To register yourself on NDC, click on “NRI/Foreign National Registration” button.

The screenshot shows the homepage of the Property Tax Dues Payment & No Dues Certificate Management System. On the left, there is a navigation menu with several options: New User Registration, Do's and Don'ts, Help Manuals, Check Application Status, NRI / Foreign National Registration (highlighted with a red box), FAQs, List of Documents, and Contact Us. Below the menu is a 'What's New' section with two news items. On the right, there is a login section with a 'User Type' selector set to 'Citizen', and 'Login Using' options for 'Mobile Number', 'Email Id', and 'PID'. A 'Mobile Number' input field is present, followed by a yellow 'Send OTP' button. A link for 'Not Registered Yet? Click Here' is also visible.

- iii. Following page will open.

The screenshot shows the 'NRI/Foreign National User Registration' page. The title is 'NRI/Foreign National User Registration' with a sub-heading '(If Indian Mobile Number not available)'. The registration form includes fields for Name (Sanjay Singh), Surname (Deepak Singh), Country (+1 Canada), Mobile Number (8959865985), and Email (sanjay@gmail.com). A red 'SEND OTP FOR VERIFICATION' button is prominent. A link for 'Citizens Residing in India click here for Registration.' is also visible. The right side shows the Directorate of Urban Local Bodies, Haryana logo and a 'BACK TO LOGIN' button.

Department of Urban Local Bodies, Haryana

- iv. Enter your Mobile Number and email-id.
 - Now OTP will be sent on your mobile number through Whatsapp
 - OTP will also be sent on the email-id
- v. Enter both the OTPs and click on **Register**

*******END*******