

Municipal Corporation Delhi MC Suite App

# Property Tax Payment Mobile App (user Manual)

# mcdonline.nic.in





#### Property Tax Payment User Manual

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#### 1. Introduction

Citizen of Delhi, who owns any property, needs to pay property tax to the government on yearly basis. This property Tax is applicable to all type of Properties (Residential / Commercial / Individual / Government / Institutions) etc.

The Delhi Municipal Corporation has launched its new online platform (https://mcdonline.nic.in) for paying Property Taxes in FY 2020-21 for South Delhi Municipal Corporation (SDMC) and North Delhi Municipal Corporation (NDMC). From FY FY2021-22 East Delhi Municipal Corporation (EDMC) got on board for payment of Property Tax by its citizens. Any Citizen can register himself on the portal and pay the Property Tax.

#### 2. Property Tax

Property Tax is one of the online citizen services available to public for paying taxes on time which cashless, paperless and faceless for ease of the tax payer.

For the convenience of Citizens a Mobile Application is launched available for Android and IOS devices where Citizen can pay the property tax using this Mobile App. Some of its benefits and scope mentioned below:

- This is a 24X7 facility and people of Delhi can pay their taxes on anytime and anywhere basis.
- The payment processing becomes handy in terms of mobility of the application.
- It helps getting information easily and applicant do not need to visit repeatedly for status check as it will be conveyed on their mobile numbers through SMS and push notifications.
- The online application is environment friendly as it helps us to save papers by uploading documents in online systems.
- The mobile application's payments systems are secure and safe to make the payment.
- Citizen need to be already registered user on MCD portal.

#### 2.1 Non-Registered Tax Payer

For accessing the app and paying tax, it's very mandatory for the tax payers to register their mobile number with Property Tax under Online Services on the portal <u>https://mcdonline.nic.in</u> and search/provide their property and calculate their property tax for first time.

#### 2.2 Registered Tax Payer

For accessing the app and paying tax, registered tax payer need to download the app from <u>https://mcdonline.nic.in</u> available **for Android or IOS** and install in their device.

#### 2.2.1 Login using Registered Mobile number

After installation, open the app and **Select the Corporation** for which you want to pay the property tax as shown in **Fig. 1**.



## Property Tax Payment

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Enter your **Mobile Number** registered with the above mentioned portal. Click **Generate OTP** and enter the OTP received on your entered registered mobile number as shown in **Fig.2** 

← Login(SDMC)							
तमसो मा ज्योतिर्गमय							
Enter Registered Mol	oil						
Generate Enter OTP							
Don't receive the OTP? Resend	отр						
Login							

Fig. 2

#### 2.2.2 View Registered Property Details

With Click **Login** and successful OTP authentication, below screen appears showing **Property Tax icon** as per **Fig. 3**.



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Below screen **Fig. 4** will appear on Clicking **Property Tax Icon** with Registered Property Details

← Welcome ( pankaj sdm :							
Registered Property Details							
UPIC No. : Initia Transmission Owner Name : IIIIIII III Property Type : IIIIIIIIII Address : IIIIII IIIIIII							
Pay Tax	Tax Paid Details	Verify Payment					
UPIC No. : information of the second							
Pay Tax	Tax Paid Details	Verify Payment					
UPIC No. : Infirit Infirm Infirm Owner Name : Infirm Infirm Property Type : Address : Infirm Infirm Infirm							
Pay Tax Tax Paid Verify Details Payment							
Fig 1							

Fig. 4

#### 2.2.3 Pay Tax for Registered Property

View you **Registered Property Details** and Select **Pay Tax Icon** for respective **UPIC No.** for which tax need to be paid and below screen **Fig.5** will appear



#### 2.2.4 Verify Tax Calculation Sheet

After selecting **Financial Year to Pay Tax** and **Submit**, **Tax Calculation Sheet** for that FY will as per **Fig 6**.

← Tax Payable	1					
TAX CALCULATION FOR :2019-2020						
<b>Owner Name</b> Rahul Kumar	UPIC No. 160275106015800					
VACANT LAND TAX DE	TAILS ~					
COVERED AREA TAX DE						
TAX CALCULATION	^					
Av. Total Annual value	34960.00					
Category	F					
i. Current Demand (Rs.)	2447.20					
ii. Previous Arrear (Rs.)	0.00					
iii, Interest On Late Pay %Of (i-R1)	ment (Rs.) 452.73					
iv. Fines/Penalties (Rs.)	0.00					
R1. Total Rebate (Rs.)	0.00					
R2. Online Rebate(Rs.)(	%of(i-R1)) 48.94					
Covid Rebate (Rs.)	<b>Раутах</b>					
Disclaimer Kindly check the T payment.	FAX amount and make					

Fig. 6

Check all details like **Vacant Land Tax, Cover Area and Tax Calculation**, and click **Pay Tax** to proceed as shown in **Fig 7**.



Fig. 7

#### 2.2.5 Bank Gateway & Payment

If any modification made in the property during the year, Click **CANCEL** and visit portal **mcdonline.nic.in** else proceed with **PAYTAX** to get Online Payment page as shown in **Fig.8** 

:			
Total Amount :	32	201	
Will Be Charged By Provider. * For Credit Card Tr	Payment ansaction Service Ta	ns, A Fee @1.7143% For ax And Education Cess)	×
Success Rate	e		
HDFCPayment	75%		
AxisEasyCardPa	yment	91%	
ICICIPayment	74%		
	BANK	ayment Gateways	
		low	

Fig. 8

Proceed further to make payment using different mode like Internet Banking, Credit Card, Debit Card etc. and on successful transaction below you will redirected to **Payment Success** page as shown in **Fig. 9 & 10**.

	Success			÷	Payment	t Success	1
	Transaction Details						
			ш	Transa	ction	: 1620488762	2589
	Transaction Number	1620201607420	ll	Transa	ction Time	: 2021/05/08 PM	09:11:34
	Amount	1491.00		Receip	ot No	: PT-195659	
	Receipt No.	1125133020797053	ll	Amou		Rs. 21346	
luccon .	TXN Response Code Description	Success	Payment Mod	ent Mode	: Internet Bar	iking	
Xuccent :)	Payment Mode	Csc	Ш	Bank I	Name	: AXIS	
	Bank Name	CscWalletPayment					
	Service Charges	100	l		Download	Receipt Da	shboard
	Fig. 9			_	Fi	g. 10	

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#### 2.2.6 Download Receipt

With click **Download Receipt** below shown receipt will be downloaded in .pdf format shown in **Fig 11**. For returning to **Registered Property Details** Page click **Dashboard Icon** 

	Municipal Corporation of Della Property Tax
- Andrew Contraction	Prophily for Parment Sningt
	TAN BECEPT NO.FT.410304 FINANESAL VEAR 1017-1000
A feature of the Oriel / Thinks Thick.	ANTE CWC1 (RAPING O CRUC) has been or wired with thanks from the child
Property UPIC	
PLOT/HOARE/FLAT/ MOT NO. FARANGURE No. SECTOR/FHARE No. No.SER/FOCKET/ LINE/STREET No.	
Colome WARD Source Cartordone Payment Minde	
NAME AND ADDRESS OF A DATE	
go percent and the thir appart man and her serve	and blast the Property for has been point ONLINE, the receipt has been require as equal are carry paratyles (a.c.).
	<b>自己的现在分词</b>
Mary W. 2019 S. W. & & Stat	

Fig. 11

#### 3. Verify Payment

The **Verify Payment** option is available with every registered property/UPIC on Registered Property Details. Tax Payer can use this to verify/reconcile the previous transactions which got aborted or remain pending to update their status. Once an unsuccessful payment verified, citizen can download the receipt

← Welcome ( pankaj sdm :							
Registered Property Details							
UPIC No. : Internet internet Owner Name : Herre Internet Property Type : Internet Address : Internet							
Pay Tax Tax Paid Verify Details Payment							
UPII Own Verification Successful for Prop UPIC and Transaction id Add (1620486619870) Now you can generate receipt.							
Ok Ok							
UPIC No. : TUD'ID ITUUDAUUU Owner Name : Inuiviuuu Juini Viinuu Property Type : Hammaraiai Address : Muli							
Pay Tax Tax Paid Verify Details Payment							
Fig. 12							

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#### 4. View Previous Tax Paid Details

The **Tax Paid Details** option is available with every registered property/UPIC on Registered Property Details page. Tax Payer can use this to view the transactions made for paying tax for all the financial years for particular Property/UPIC.

← та	X PAID DET		÷					
TAX Paid Details For UPIC (160276106016999)								
Financial Receipt No Tax Amount Paid By		Paid On : 2021- Downloa Receip	ad					
Financial Receipt No Tax Amount Paid By		Paid On : 2021- Downlog Receip	ad					

Fig. 13

#### 5. Download Previous Receipts

As shown above in **Fig.13**, **Download Receipt** is available successful transaction for each financial year for each registered property/ UPIC in **Tax Paid Details Page.** Tax Payer can use this to download receipts for their successful transactions at any point of time.

For any support/assistances, Tax payers may write or contact us at our helpdesk support numbers and emails available on the portal <u>https://mcdonline.nic.in</u> for the any of the Municipal Corporation of Delhi.

-----Thank you-----

#### MCD Informatics Division, New Delhi