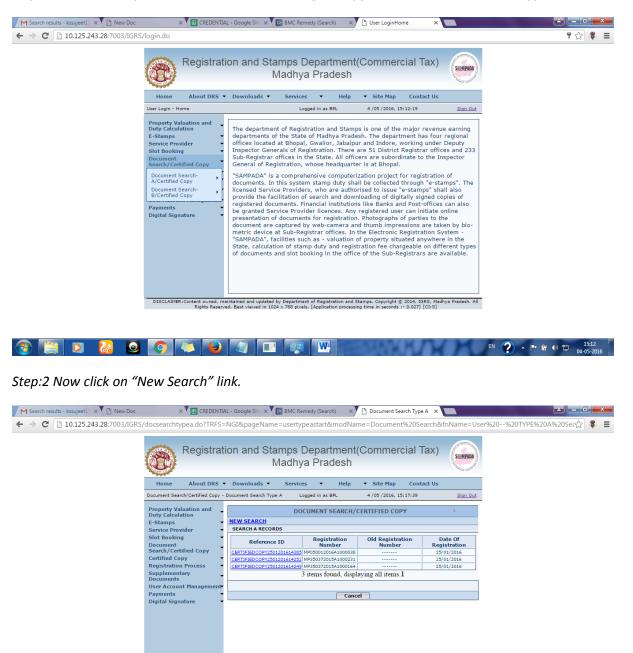Document search:- There are two type of document search available in the SAMPADA application

1. Document search A – Used if user know e-registered document number
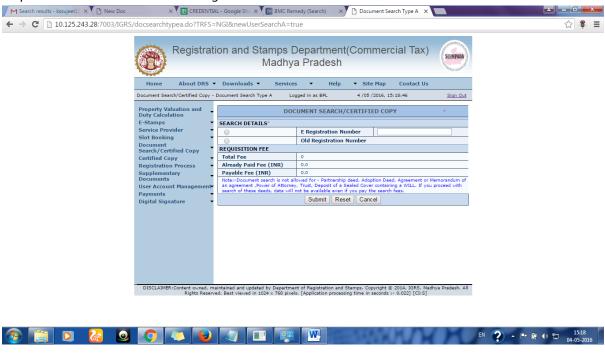2. Document search B- Used if user don't know e-registered document number

Document search A:-

Step:1 Pl select the option "Document search/certified copy" and click on "doc search type A"

Step:2 Now click on "New Search" link.

Step:3 Pl click on radio button "E-registration Number" .

Step:4 Pl enter your document number in the text field and click on "submit" button.

DOCUMENT SEARCH/CERTIFIED COPY			
SEARCH CONFIDENTIAL DETAILS			
Reference ID	CERTIFIEDCOPY0405201615098		
REGISTRATION DETAILS			
e Registration Number	MP050012016A1000254		
Estamp Code	01010523042016000058		
Application Number	230416000062		
TRANSACTING PARTY DETAILS			
BUYER-SELF DETAILS			
Organization Name	test	Authorized Person Name	test
Address	test	District	BHOPAL
State	Madhya Pradesh	Country	INDIA
Phone Number		Mobile Number	9999999999
SELLER-SELF DETAILS			
First Name	test	Middle Name	test
Last Name	test		
Gender	M	Age	33
Father's Name	test	Mother's Name	
Spouse Name		Caste	
Religion		Nationality	test
Physically Challenged			
Address	test	City	BHOPAL
State	Madhya Pradesh	Country	INDIA
Postal Code		Phone Number	
Mobile Number	9888888888	Primary Email Address	ste@test.com
Photo ID Proof	ZXZ		
Share of Property(%)			
PROPERTY DETAILS			
District	BHOPAL	Tehsil	HUZUR
Type Of Area	URBAN AREA	Sub Area Type	NAGAR NIGAM BHOPAL
Vikas Khand (development block)		R. I. Circle	
Ward/Patwari Halka	AYODHYA NAGAR 68	Ward/patwari Halka Name	AMRAT ENCLAVE
Address		test	
Property Type		PLOT	
PROPERTY MAP			
View Property Map			
OTHER DETAILS			
Document Details	View First Page Of Registered Deed Doc		
REQUISITION FEE			
Total Fee			2
Already Paid Fee (INR)			0.0
Payable Fee (INR)			0.0

Download Certified Copy   Cancel

Step:5 Now you can see the Parties and property details.

*Step:6 If you want to see the property map than Pl click on "**View Property Map**" link*
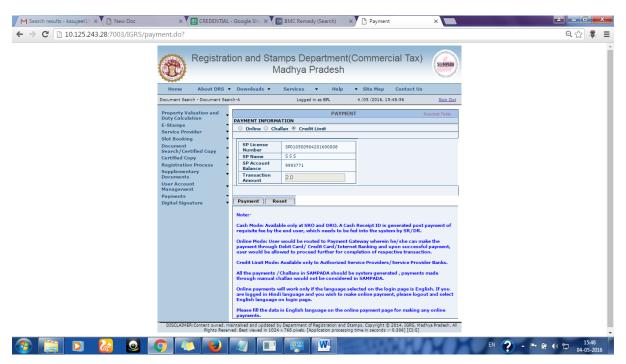
Step:7 If you want to see the property map than Pl click on " View First Page Of Registered Deed Doc" link

Step:8 Now if you want to download the Certified copy of the document than Pl click on "Download Certified Copy".
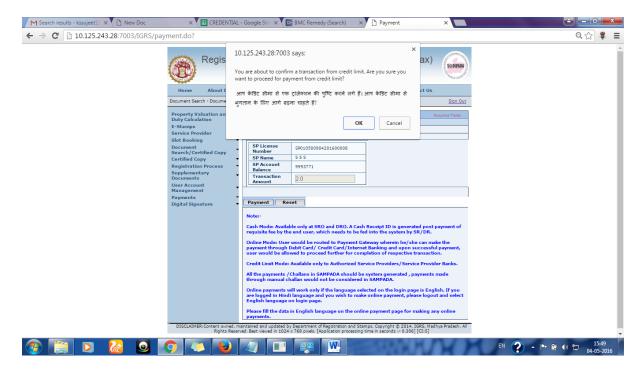
Step:9 Pl pay the required fee to download the certified copy either by "online" or "challan" or by "credit limit", here we select the "credit limit" option.

Step:10 Pl click on "Payment" button.

Step:11 click on "Ok" button.
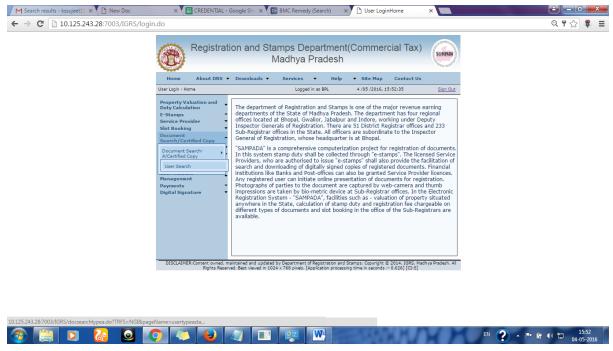

Step:12 payment process completed successfully.

Step:13 Now again login with user id and password.
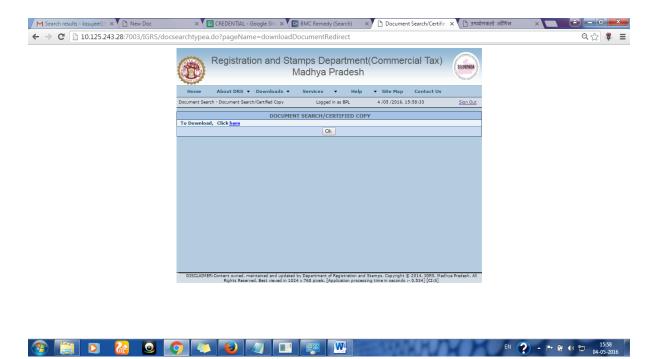
Step:14 Now again select "Document search/certified copy" option and click on "doc search type A" as shown in below screen.
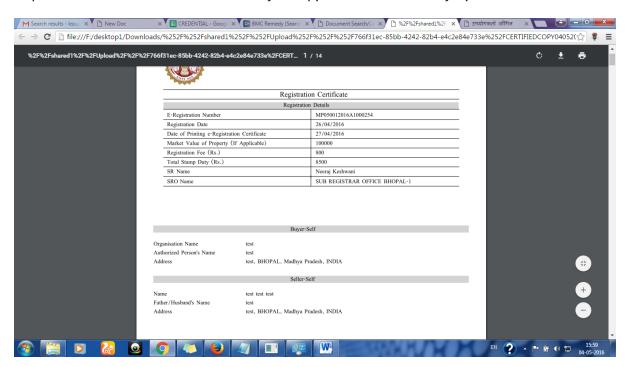

Step:15 Pl click on "Reference ID" following below screen will be shown by the application.

Step:16 Now click on "download certified copy" link.

Step:17 now click on "click here'" link. Certified copy downloaded successfully.

Registration Certificate	
Registration Details	
E-Registration Number	MP050012016A1000254
Registration Date	26/04/2016
Date of Printing e-Registration Certificate	27/04/2016
Market Value of Property (If Applicable)	100000
Registration Fee (Rs.)	800
Total Stamp Duty (Rs.)	8500
SR Name	Neeraj Keshwani
SRO Name	SUB REGISTRAR OFFICE BHOPAL-1

Buyer-Self	
Organisation Name	test
Authorized Person's Name	test
Address	test, BHOPAL, Madhya Pradesh, INDIA

Seller-Self	
Name	test test test
Father/Husband's Name	test
Address	test, BHOPAL, Madhya Pradesh, INDIA

Document search B:-

Step:1 Pl select the option "Document search/certified copy" and click on "doc search type B"
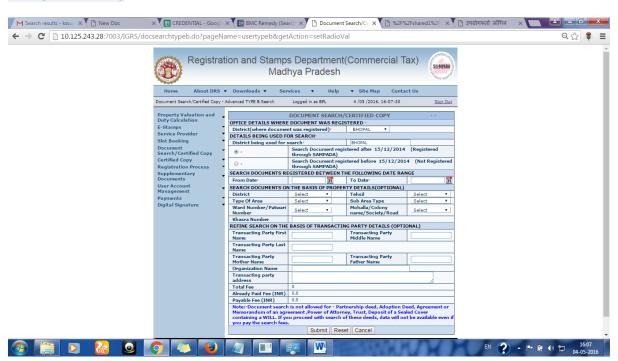

Step:2 Now click on "New Search" link.

Step:3 Pl Select the district from drop down option where document was registered .
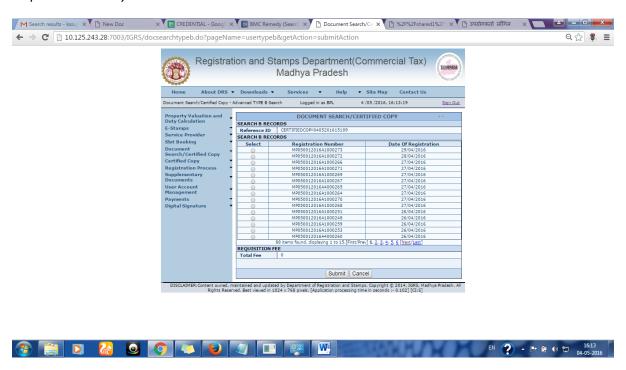

Step:4 Pl select the radio button "Search Document registered after 15/12/2014 (Registered through SAMPADA)".

Step:5 Pl select duration in which your document was registered (from and to date , from date option.)

Step:6 If you know the remaining details like ward /patwari or gram/moholla/colony or parties details than Pl enter the same and click on "submit" button .(these are optional field)

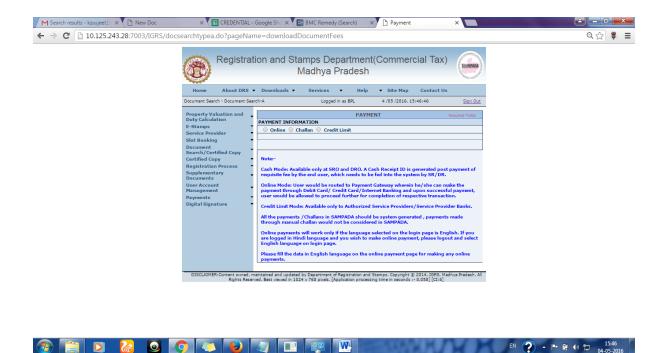*Step:7 Now select your document number and click on "submit" button.*

DOCUMENT SEARCH/CERTIFIED COPY			
SEARCH CONFIDENTIAL DETAILS			
Reference ID	CERTIFIEDCOPY0405201615098		
REGISTRATION DETAILS			
e Registration Number	MP050012016A1000254		
Estamp Code	01010523042016000058		
Application Number	230416000062		
TRANSACTING PARTY DETAILS			
BUYER-SELF DETAILS			
Organization Name	test	Authorized Person Name	test
Address	test	District	BHOPAL
State	Madhya Pradesh	Country	INDIA
Phone Number		Mobile Number	9999999999
SELLER-SELF DETAILS			
First Name	test	Middle Name	test
Last Name	test		
Gender	M	Age	33
Father's Name	test	Mother's Name	
Spouse Name		Caste	
Religion		Nationality	test
Physically Challenged			
Address	test	City	BHOPAL
State	Madhya Pradesh	Country	INDIA
Postal Code		Phone Number	
Mobile Number	9888888888	Primary Email Address	ste@test.com
Photo ID Proof	ZXZ		
Share of Property(%)			
PROPERTY DETAILS			
District	BHOPAL	Tehsil	HUZUR
Type Of Area	URBAN AREA	Sub Area Type	NAGAR NIGAM BHOPAL
Vikas Khand (development block)		R. I. Circle	
Ward/Patwari Halka	AYODHYA NAGAR 68	Ward/patwari Halka Name	AMRAT ENCLAVE
Address		test	
Property Type		PLOT	
PROPERTY MAP			
View Property Map			
OTHER DETAILS			
Document Details	View First Page Of Registered Deed Doc		
REQUISITION FEE			
Total Fee			2
Already Paid Fee (INR)			0.0
Payable Fee (INR)			0.0
Download Certified Copy Cancel			

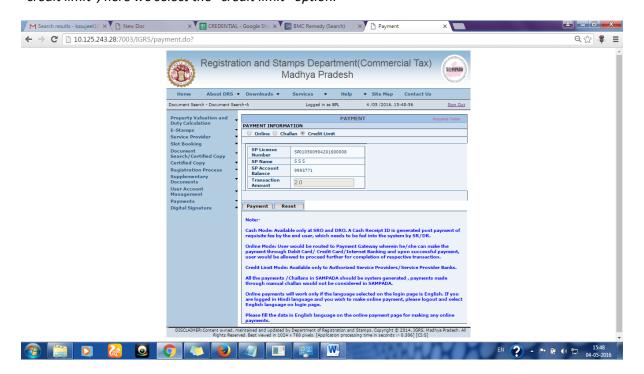*Step:8 Now you can see the Parties and property details.*

*Step:9 If you want to see the property map than Pl click on "**View Property Map**" link*

Step:10 If you want to see the property map than Pl click on " View First Page Of Registered Deed Doc" link
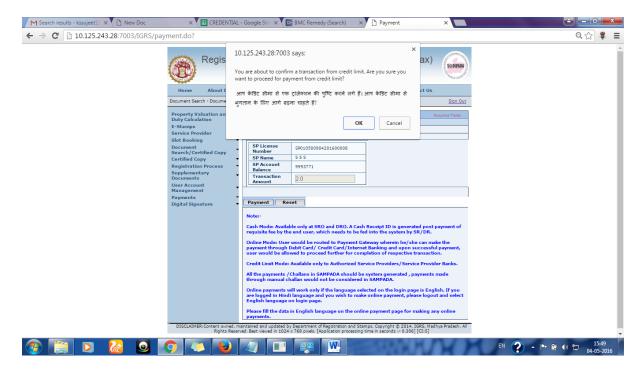
Step:11 Now if you want to download the Certified copy of the document than Pl click on "Download Certified Copy".

Step:12 Pl pay the required fee to download the certified copy either by "online" or "challan" or by "credit limit", here we select the "credit limit" option.

Step:13 Pl click on "Payment" button.

Step:14 click on "Ok" button.

Step:15 payment process completed successfully.

Step:16 Now again login with user id and password.

Step:17 Now again select "Document search/certified copy" option and click on "doc search type B" as shown in below screen.

Step:18 Pl click on "Reference ID" following below screen will be shown by the application.

Step:19 Now click on "download certified copy" link.

Step:20 now click on "click here'" link. Certified copy downloaded successfully.

Registration Certificate

Registration Details	
E-Registration Number	MP050012016A1000254
Registration Date	26/04/2016
Date of Printing e-Registration Certificate	27/04/2016
Market Value of Property (If Applicable)	100000
Registration Fee (Rs.)	800
Total Stamp Duty (Rs.)	8500
SR Name	Neeraj Keshwani
SRO Name	SUB REGISTRAR OFFICE BHOPAL-1

Buyer-Self

Organisation Name	test
Authorized Person's Name	test
Address	test, BHOPAL, Madhya Pradesh, INDIA

Seller-Self

Name	test test test
Father/Husband's Name	test
Address	test, BHOPAL, Madhya Pradesh, INDIA