

Step by step guide for Online submission of documents

Step 1: Select Sub-Division Name.

Step 2: Select Your Name and click 'Verify' button.

Step 3: Enter your valid mobile number and click 'Submit' button on which you'll receive One Time Password (OTP).

Step 4: Enter OTP and click 'Verify OTP' button.

Step 5: Select Category from drop-down list and click 'Choose File' to upload required files (*Maximum 400 KB of each file size is allowed*) and click 'Upload' button.

Step 6: If all details are correct, then Select 'YES'.

Step 7: Enter Annual income of said business, Select 'Part-time/Full-time' business, Enter your business duration, Any loan from Bank, Yearly turn-over, Training Undergone/Required and Enter no. of dependent family members on said Business.

Step 8: Write about your Project detail (*Maximum 50 words*).

Step 9: Click on the declaration.

Step 10: Click 'Submit' and 'OK' button.