

Domicile certificate documents list pdf

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No new notifications You'll get updated when important things are happening, and when you engage with our community. A domicile certificate is a residence certificate that is an official document for your residence proof. It is issued by the state government/ Union Territory government and allows individuals to reside anywhere in the state. It is different from a community certificate and bonafide certificate but is very important. People from any caste, class, and category can get this certificate. It is an important document as several state scholarships, and exam cut-offs are reserved for state residents, and a domicile certificate provides proof of that. Must Read: Study Certificate Format

Purpose of a Domicile Certificate In simple terms, domicile refers to the benefits of being a resident of a specific state. Furthermore, domicile aids in obtaining resident-based reservations in institutions such as schools, educational institutions, and/or government positions. Students can also use their domicile to apply for scholarships that are only available to inhabitants of the state. Furthermore, the domicile certificate can be used as proof of address when applying for loans. Eligibility for a Domicile Certificate Here are the eligibility for receiving a domicile certificate in any place in India: The applicant's parents have to be permanent residents of that state A. Or the Applicant has to reside at least three years in the state. Applicant should own a property/house/plot of land in that state or UT. The person should be on the voter's list. Female applicants can apply for a domicile certificate if they are married to an individual who is a resident of that particular state. Note: The years can vary depending on the state or the UT. Here is the required information for the domicile certificate: Name of the applicant Residential Address Police Station Place of Birth Date of Birth The nationality of the applicant What is MRV Receipt? Documents Required for Domicile Certificate There are certain requirements for gaining this certificate, which again varies from state to state like Uttar Pradesh provides a domicile certificate to those whose parents are state's residents or if the person has lived in Uttar Pradesh for more than 3 years. At the same time, the domicile certificate for Karnataka requires you to stay a minimum of 7 years to gain it. Here are some of the common documents required: For the purposes of Identity Proof, the following documents are required. Aadhaar Card Voter ID Card PAN card Passport Driving License Ration Card Any other government recognized document For the purposes of Other Documents which might be required, you must have the following in place. Self-declaration along with application form Passport-sized photograph An affidavit from tehsil or court Proof of date of birth Passport Voter ID card School leaving certificate Agreement Driving License Any other government recognized document For the purposes of Other Documents which might be required, you must have the following in place. Self-declaration along with application form Passport-sized photograph An affidavit from tehsil or court Proof of date of birth Passport Voter ID card School leaving certificate

Birth certificate Know about the Bonafide Certificate: Application Process & Documents How to Apply? You can apply for a Domicile Certificate in your state, both online and offline. Every state has a different portal for its own domicile certificate. It is a fairly easy process that you can do sitting at home. Both the ways of applying for the same are mentioned below: Credits – Management.ind.in Domicile Certificate PDFDownload Domicile Certificate Online Procedure If you plan to apply for a Domicile certificate online, you need to visit your state's portal. The table below has the portal links for each state in India. In order to get a domicile certificate, you need to register and fill the application form. Here is the step by step procedure to apply for a domicile certificate for Delhi online for reference. Step 1: Log on to the government portal for the Delhi government: . Step 2: Head on over to "Apply Certificates Online" on the home page Step 3: Log in with your username and password. Create an account if you haven't already Step 4: Click on "Apply for Services" under the "Apply Online" menu Step 5: Click on Apply and an Application form will open up as shown below Step 6: Fill up all the necessary details given in the application form. Once done click on Submit. Step 7: On successful completion and submission of the application form you will receive an acknowledgement number. Make a note of the acknowledgement number. Credits: Government Seva Know how to get a Backlog Certificate! Where to Apply? Given below are the different portals for different states in India from where candidates can apply for a domicile certificate: Domicile Certificate Offline You can apply for a domicile certificate offline from different state-level offices. It is always helpful to know where you can get your work done as it saves time. If you are looking to apply for a domicile certificate offline, you can apply from the places mentioned below. Revenue Office Collector/ Deputy Collector Office Citizen Service Corners (CSC) District Magistrate Office Registrar/ Sub-Registrar Office SDM Office Mamlatdar Office Tehsildar Office Know more about Matriculation Certificate When to Get a Domicile Certificate? There are certain conditions upon which you can get your hands on this certificate. You can get it in the cases mentioned below. You can have a look here. If you have continuously lived more than 3 years in some states, this number can go up to 7 years in other states If your parents are a resident of that state If your husband is a resident of that state FAQs Who can apply for a domicile certificate? A person can apply for a domicile certificate if they have lived in a given state for more than three years or if their parents have lived there for more than three years. The length of time spent in each state may differ. Who can issue a domicile certificate? Tehsildar, Revenue Office, SDM, Collector Office, Deputy Collector Office, District Magistrate Office, and other states/UT authorities can issue a domicile certificate. Where can a domicile certificate be used? A domicile certificate can be useful for the following purposes:-Availing benefits of state implemented scholarship schemes-Obtain reservation benefits in government jobs or educational institutes under resident quota-Availing loans A domicile certificate, often referred to as a residence certificate is an official document that can be used to prove that a person is a resident of a particular State/Union Territory. Issued by the respective state government/UT administration, this piece of paper allows individuals to peacefully reside in their respective states thereby allowing them to use all the utilities provided by the government. Individuals from any caste, category or group can apply for this certificate.It is important to note that a woman who gets married to a person who is a permanent resident of a particular state automatically becomes eligible to submit an application for a domicile certificate for the same state. A domicile certificate also plays a crucial role in availing benefits of the scholarship schemes implemented by the state governments. Where and how can you apply for a domicile certificate? What is the application fee charged for a domicile certificate? By when can a candidate obtain the domicile certificate from the concerned authorities? The answers to all these questions are covered in detail in this article. Domicile Certificate – Providing Authorities A domicile certificate is generally issued by the designated authorities of the State and Union Territories. It can be the Revenue Department Officer, Tehsildar Officer, District Magistrate, SDO, SDM or Circle Officer. Each state and UT has its concerned issuing authority for the domicile certificate. The table given below highlights the state-wise list of concerned providing authorities along with their processing time and application fee charged. State-Wise List of Providing Authorities for Domicile Certificate S.No. State Providing Authority Processing Time* Application Fee# 1. Andhra Pradesh Mandal Revenue Officer 7 days INR 10 to INR 35 2. Arunachal Pradesh Tehsildar Officer, Department of District Administration Not specified Not specified 3. Assam Concerned Office of the Circle Officer/Village Administrative Officer (VAO) and Revenue Officer 14 days Not specified 4. Bihar Circle Officer/ Village Administrative Officer (VAO)/ Revenue Inspector 15 working days Not specified 5. Chhattisgarh Sub-Divisional Magistrate/Tehsildar's office/Revenue Department/District Collector's Office 15 days INR 30 6. Goa Deputy Collector/Sub-Divisional Officer 5 days Not specified 7. Gujarat Tehsil/Revenue Office 15 working days INR 20 8. Haryana SDM of the concerned Subdivision or Deputy Commissioner of the concerned district 7 working days INR 30 9. Himachal Pradesh Concerned Revenue Officer or Tehsildar 15 working days Not specified 10. Jharkhand Circle Officer or Tehsildar 15 working days Not specified 11. Karnataka Deputy Tehsildar and Tehsildar 7 days INR 25 12. Kerala Revenue Department Authorities or Tehsildar 5 to 15 days Up to INR 28 13. Madhya Pradesh Circle Officer/ Village Administrative Office (VAO)/ Revenue Inspector (RI) 15 working days Not specified 14. Maharashtra Tehsildar/ Sub-Divisional Officer/ Additional Collector 15 days Not specified 15. Manipur Circle Officer/ Village Administrative Officer (VAO)/ Revenue Inspector (RI) 15 working days Not specified 16. Meghalaya Office of the Deputy Commissioner 15 working days Not specified 17. Mizoram Office of the Deputy Commissioner 2 to 3 days INR 30 18. Nagaland Office of the Commissioner Nagaland / District Administration / District Magistrate 10 to 15 days Not specified 19. Odisha Tehsildar 15 days Not specified 20. Punjab Tehsildar at Revenue Department Office 15 working days Not specified 21. Rajasthan Respective Tehsil/Block/Revenue Office 15 days INR 40 22. Sikkim Tehsildar at Revenue Department Office 15 working days Not specified 23. Tamil Nadu Sub-Divisional Magistrate/Tehsildar Office/Revenue Department/District Collector Office Not specified INR 60 24. Telangana Tehsildar 7 days (for 1st time) and 15 minutes thereafter INR 10 25. Tripura Sub-Divisional Magistrate 15 days Up to INR 5 26. Uttar Pradesh District Magistrate Office 15 days INR 10 27. Uttarakhand Respective Tehsildar or Block Office 15 working days Not specified 28. West Bengal District Magistrate/Additional District Magistrate/ Deputy Magistrate/ Deputy Collector/ SDO/ BDO 3 working days No fee required 29. Andaman and Nicobar Islands Concerned Tehsildar Officer 10 days INR 2 30. Chandigarh Deputy Commissioner Office 15 working days Not specified 31. Dadra and Nagar Haveli Mamlatdar office/Collector office 7 days Not specified 32. Daman and Diu Mamlatdar office/Collector office 7 days Not specified 33. Delhi Deputy Commissioner/ Sub-District Magistrate/ Sub-Divisional Magistrate 14 days Not specified 34. Jammu and Kashmir Circle Officer/ Village Administrative Officer (VAO)/ Revenue Inspector (RI) 15 days Not specified 35. Ladakh Revenue Department Not specified Not specified 36. Lakshadweep Deputy Collector/ SDO Not specified Not specified 37. Puducherry Registrar/Sub-Registrar/Assistant Sub-Registrar office Not specified Not specified *The processing time mentioned above is tentative. It may change depending on the providing authority. #The application fee is subject to change as per the decision of the providing authority. How to get a Domicile Certificate? – Stepwise Application Process The applications for a domicile/resident certificate can be made both online and offline. However, with continuously evolving technology, the process has become simpler as most of the state issuing authorities have switched to the online mode of application. Each state has its respective portal through which the applications can be made online. However, there are still a few states where offline applications are still preferred by the designated authorities. Online Application If you are willing to apply for a domicile certificate, you need to refer to the respective state's portal. It essentially requires you to be a permanent resident of that particular state. The table below provides an insight on the state-wise portal through which you can apply for a domicile certificate online. To proceed with the application, the candidates need to create a login ID on the portal and complete the specified application requirements. State-Wise Online Application Detail for Income Certificate While applying online, there is a provision to download the e-certificate as well. The applicants can check the status of the application from the portal and download the e-certificate as it gets verified. Offline Application Despite the availability of online application, the candidates can prefer to apply for a domicile/resident certificate offline through the concerned state administration. The individuals who wish to obtain a domicile certificate offline can apply through one of the following concerned authorities – Tehsildar Office Revenue Office Collector/ Deputy Collector Office SDM Office District Magistrate Office Mamlatdar Office Citizen Service Corners (CSC) Registrar/ Sub-Registrar Office Domicile Certificate – Key Documents Required While applying for a domicile certificate, the candidates need to support their application with certain documents related to their identity, address and age. The list of documents required by each state administration may vary. However, the commonly asked documents for getting a domicile certificate include – 1. Identity Proof such as Aadhaar Card Voter ID Card PAN card Passport Driving License Ration Card Any other government recognized document 2. Residence Proof (to prove the applicant's continuous stay for 3 years) such as Aadhaar Card Bank Passbook Voter ID Card Electricity Bill Passport Telephone bill (postpaid or landline) Ration Card Rent Agreement Driving License Any other government recognized document 3. Passport-sized photograph of the applicant 4. Self-declaration form along with the application form 5. Proof of date of birth Passport Voter ID card School leaving certificate Birth certificate 6. An affidavit from tehsil or court Domicile Certificate – FAQs Below is a compilation of some frequently asked questions on 'How to get a domicile certificate?' along with their answers. Q. Who can apply for a domicile certificate? An individual who is living or whose parents are permanent residents of a particular state for more than 3 years can apply for a domicile certificate. This duration of residence may vary from state to state. Q. How can a candidate get a domicile certificate online? In order to get a domicile certificate online, the candidates have to visit their respective state's portals and follow the procedure as specified. Q. Who can issue a domicile certificate? A domicile certificate can be issued by the respective state/UT authorities such as Tehsildar, Revenue Office, SDM, Collector Office, Deputy Collector Office, District Magistrate Office, etc. Q. Where can a domicile certificate be used? A domicile certificate can be useful for following purposes – Availing benefits of state implemented scholarship schemes Obtain reservation benefits in government jobs or educational institutes under resident quota Availing loans Q. Can Aadhaar Card be used in place of a domicile certificate? No, an Aadhaar Card cannot be used as a domicile certificate as it is basically an identity proof and not a residence proof. Q. What is the validity of a domicile certificate? Generally, a domicile or resident certificate has life-long validity. However, some state authorities have restricted its validity depending on the purpose for which it has been asked for. The minimum validity of a domicile certificate can be 6 months. Q. What is the application fee charged for a domicile certificate? The application fees charged for a domicile certificate also varies from state to state. While some states do not charge any fee from the candidates, the other states may charge from INR 2 to INR 60.



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