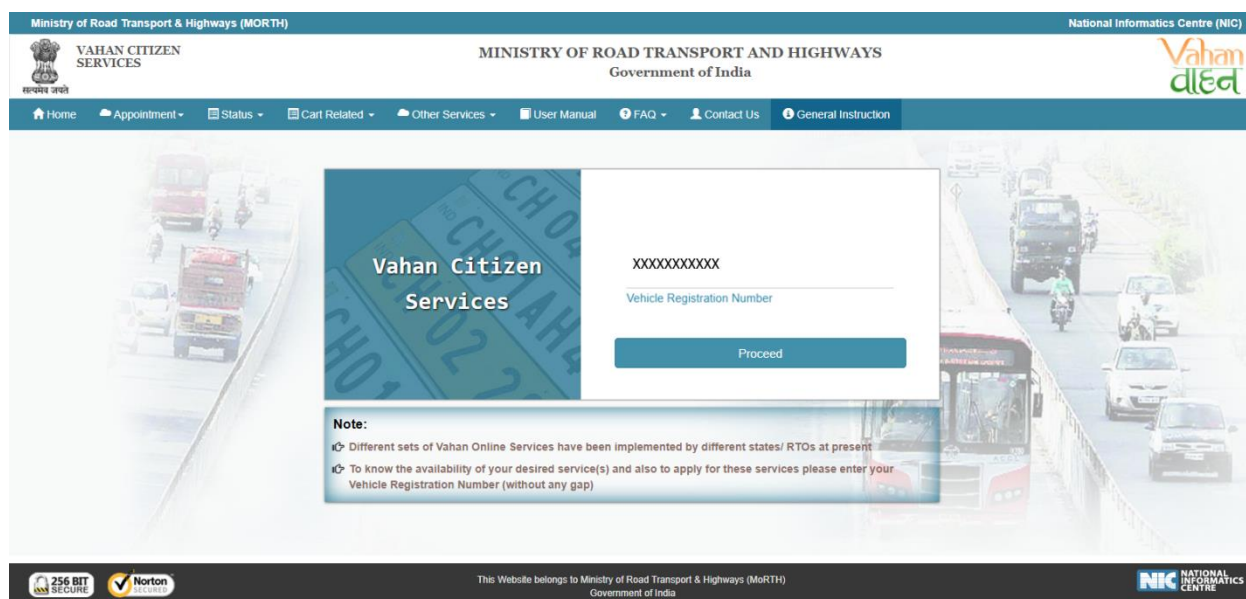


Duplicate Fitness Certificate

Process Flow of Duplicate Fitness Certificate

➤ Step 1 Home Page-Enter Vehicle Registration Number

Applicant Enter the Vehicle Registration number to avail “Duplicate Fitness Certificate” service.



The screenshot displays the Vahan Citizen Services website interface. At the top, the header includes the Ministry of Road Transport & Highways (MORTH) logo, the text "VAHAN CITIZEN SERVICES", the Ministry of Road Transport and Highways Government of India, and the National Informatics Centre (NIC) logo. A navigation bar contains links for Home, Appointment, Status, Cart Related, Other Services, User Manual, FAQ, Contact Us, and General Instruction. The main content area features a large background image of a busy highway with various vehicles. Overlaid on this is a white form titled "Vahan Citizen Services". The form has a text input field labeled "Vehicle Registration Number" with a placeholder "XXXXXXXXXX" and a blue "Proceed" button. Below the form, a "Note" section contains two bullet points: "Different sets of Vahan Online Services have been implemented by different states/ RTOs at present" and "To know the availability of your desired service(s) and also to apply for these services please enter your Vehicle Registration Number (without any gap)". The footer includes security logos for 256 BIT SECURE and Norton, a statement "This Website belongs to Ministry of Road Transport & Highways (MoRTH) Government of India", and the National Informatics Centre logo.

➤ Step 2 Click on Proceed Box

Applicant click on the proceed box and enter the next stage.

The screenshot shows the Vahan Citizen Services portal. At the top, there is a header with the Ministry of Road Transport & Highways (MORTH) logo, the text "VAHAN CITIZEN SERVICES", and the Ministry of Road Transport and Highways Government of India. A navigation bar includes links for Home, Appointment, Status, Car Related, Other Services, User Manual, FAQ, Contact Us, and General Instruction. The main content area features a large "Vahan Citizen Services" logo and a form with a text input field labeled "Vehicle Registration Number" containing "XXXXXXXXXX". A red box highlights the "Proceed" button. Below the form, a "Note" section states: "Different sets of Vahan Online Services have been implemented by different states/ RTOs at present. To know the availability of your desired service(s) and also to apply for these services please enter your Vehicle Registration Number (without any gap)". The footer includes security logos (256 BIT SECURE, Norton), a disclaimer "This Website belongs to Ministry of Road Transport & Highways (MoRTH) Government of India", and the National Informatics Centre (NIC) logo.

➤ Step 3 To Avail Duplicate Fitness Certificate Service

Applicant selects the “Duplicate Fitness Certificate” service from the drop down “Online Services” menu.

The screenshot shows the Vahan Citizen Services portal with the "Online Services" menu open. The menu lists various services, with "Duplicate Fitness Certificate" highlighted by a red box. The main content area displays "VALUE ADDED FEATURES" and "ONLINE SERVICES". The "ONLINE SERVICES" section includes icons for: Pay Your Tax, Misc (TO/CoA/HPA/HPC/HPT/DupRC), Application for Fitness Certificate, Balance Fees Collection, Application for No Objection Certificate, Duplicate Fitness Certificate, Renewal of Registration, Conversion Of Vehicle, Re-Assignment of Vehicle, and Alteration of Vehicle. The footer includes security logos (256 BIT SECURE, Norton), a disclaimer "This Website belongs to Ministry of Road Transport & Highways (MoRTH) Government of India", and the National Informatics Centre (NIC) logo.

➤ Step 4 Enter Chassis Number and Mobile Number

After selecting “Duplicate Fitness Certificate”, applicant has to fill Chassis number and mobile number.

The screenshot shows the Vahan Citizen Services portal interface. The header includes the Ministry of Road Transport & Highways (MORTH) logo, the Vahan Citizen Services logo, and the Motor Vehicles Department, Maharashtra. The navigation bar contains links for Home, Online Services, Appointment, and How Do I? There is a button for 'Avail service for another Vehicle' and a field for 'Vehicle Number: XXXXXXXX'. The main content area displays the 'Duplicate Fitness Certificate' form with the following fields: 'Registration No.' (XXXXXXX), 'Chassis No. (Last 5 digit)' (XXXXX), and 'Enter Mobile Number' (XXXXXXX). There are two buttons: 'Generate OTP' and 'Show Details'.

➤ Step 5 Click on Generate OTP

Click on the “Generate OTP”, button and you can proceed further.

This screenshot is identical to the previous one, showing the 'Duplicate Fitness Certificate' form. The 'Generate OTP' button is highlighted with a red rectangle, indicating the next step in the process.

➤ Step 6 OTP Generation

Here, OTP will be generated and sent to mobile number provided by applicant, also pop up message will be shown.

The screenshot displays the 'Duplicate Fitness Certificate' form on the Vahan Citizen Services portal. The form includes fields for 'Registration No.' (XXXXXXXXXX), 'Chassis No. (Last 5 digit)' (XXXX), and 'Enter Mobile Number' (XXXXXXXXXX). A blue alert box is overlaid on the form, stating: 'Alert: OTP has been generated and sent to Mobile No: XXXXXXXXXX'. Below the alert box are 'Show Details' and 'Reset' buttons. The portal header shows 'Ministry of Road Transport & Highways (MORTH)', 'VAHAN CITIZEN SERVICES', and 'Motor Vehicles Department, Maharashtra'. The right side of the header includes 'National Informatics Centre (NIC)', the 'Vahan dEed' logo, and a 'Vehicle Number : XXXXXXXX' field.

➤ Step 7 Enter Generated OTP

Applicants enter the received OTP as given below.

The screenshot displays the 'Duplicate Fitness Certificate' form on the Vahan Citizen Services portal, showing the next step where the user enters the OTP. The form includes fields for 'Registration No.' (XXXXXXXXXX), 'Chassis No. (Last 5 digit)' (XXXXXXXXXX), and 'Enter Mobile Number' (XXXXXXXXXX). A 'Re-Generate OTP (Last Chance)' button is located next to the mobile number field. Below these fields is an 'Enter OTP' field with the value 'XXXX'. At the bottom of the form are 'Show Details' and 'Reset' buttons. The portal header is identical to the previous screenshot, showing 'Ministry of Road Transport & Highways (MORTH)', 'VAHAN CITIZEN SERVICES', and 'Motor Vehicles Department, Maharashtra'. The right side of the header includes 'National Informatics Centre (NIC)', the 'Vahan dEed' logo, and a 'Vehicle Number : XXXXXXXX' field.

➤ Step 8 Clicks on Show Details

Click on the show details button to proceed further.

Ministry of Road Transport & Highways (MORTH) National Informatics Centre (NIC)

VAHAN CITIZEN SERVICES Motor Vehicles Department, Maharashtra Vahan dila

Home Online Services Appointment How Do I ? Avail service for another Vehicle Vehicle Number : XXXXXXXX Instructions For Duplicate Fitness Certificate

Duplicate Fitness Certificate

Registration No. : XXXXXXXXXX Chassis No. (Last 5 digit) : XXXXXXXXXX

Enter Mobile Number : XXXXXXXXXX [Re-Generate OTP \(Last Chance\)](#)

Enter OTP : XXXX


[Show Details](#) [Reset](#)

➤ Step 9 Application Data Entry

Select the required application to which applicant want to apply. Now filled the all details required by the application form as given below.


Ministry of Road Transport & Highways (MORTH)

National Informatics Centre (NIC)



VAHAN CITIZEN SERVICES

Motor Vehicles Department, Maharashtra



Home Online Services Appointment How Do I ?

Avail service for another Vehicle Vehicle Number :XXXXXXXX

Vehicle No. :XXXXXXXXInstructions For Duplicate Fitness Certificate

DUPLICATE FITNESS CERTIFICATE

Owner Information

Owner NameXXXXXXXXXX

Purchase/Delivery DateXX-XX-XXXX

MakerXXXXXXXXXX

Laden Weight (Kg.)X

Sleeper Capacity0

Registration DateXX-XX-XXXX

Fitness Valid UptoXX-XX-XXXX

Son/Wife/Daughter ofXXXXXXXXXX

Vehicle ClassXXXXXXXXXX

Maker ModelXXXXXXXXXX

Seating CapacityXXXXXXXXXX

Standing Capacity0

Vehicle TypeXXXXXXXXXX

Engine NoXXXXXXXXXX

Body TypeXXXXXXXXXX

Unladen Weight (Kg.)XXX

Manufacture YearXXXX

Chassis NoXXXXXXXXXX

Vehicle CategoryXXXXXX

Insurance Details

Insurance Type -XXXXXXXXXX

Insurance Company -XXXXXXXXXX

Policy No -XXXXXXXXXX

Insurance from (DD-MMM-YYYY) -XX-XX-XXXX

Insurance upto (DD-MMM-YYYY) -XX-XX-XXXX

Insurance Declared Value -XXXXXXXXXX

*Declaration: Insurance details entered by me here are correct

Duplicate Certificate

Reason -OTHER

Reason -XXXX

Fee Panel

S.No.	Description	Fee Amount	Fine Amount	Total Amount
1.	XXXXXXXXXX	XXXX	0.0	XXXX
Grand Total:		XXXX	0.0	XXXX

User/Service Charges: 0Total Payable Amount (In Rs): XXXX


PaymentReset

➤ Step 10 Application Payment

Now click on payment button to proceed the online payment through payment gateway.


Ministry of Road Transport & Highways (MORTH)

National Informatics Centre (NIC)



VAHAN CITIZEN SERVICES

Motor Vehicles Department, Maharashtra



[Home](#) [Online Services](#) [Appointment](#) [How Do I ?](#)

[Avail service for another Vehicle](#) Vehicle Number :XXXXXXXXXX

Vehicle No. XXXXXXXXXXXX [Instructions For Duplicate Fitness Certificate](#)

Owner Information

Owner Name

XXXXXXXXXX

Purchase/Delivery Date

XX-XX-XXXX

Maker

Laden Weight (Kg.)

X

Sleeper Capacity

0

Registration Date

XX-XX-XXXX

Fitness Valid Upto

XX-XX-XXXX

Son/Wife/Daughter of

XXXXXXXXXX

Vehicle Class

XXXXXXXXXX

Maker Model

XXXXXXXXXX

Seating Capacity

XXXXXXXXXX

Standing Capacity

0

Vehicle Type

XXXXXXXXXX

Engine No

XXXXXXXXXX

Body Type

XXXXXXXXXX

Unladen Weight (Kg.)

XXX

Manufacture Year

XXXX

Chassis No

XXXXXXXXXX

Vehicle Category

XXXXX

Insurance Details

Insurance Type -

XXXXXXXXXX

Insurance from (DD-MMM-YYYY) -

XX-XX-XXXX

Insurance Company -

XXXXXXXXXX

Insurance upto (DD-MMM-YYYY) -

XX-XX-XXXX

Policy No -

XXXXXXXXXX

Insurance Declared Value -

XXXXXXXXXX

*Declaration: Insurance details entered by me here are correct

Duplicate Certificate

Reason -

OTHER

Reason -

XXXX

Fee Panel				
S.No.	Description	Fee Amount	Fine Amount	Total Amount
1.	XXXXXXXXXX	XXXX	0.0	XXXX
Grand Total:		XXXX	0.0	XXXX

User/Service Charges: 0

Total Payable Amount (In Rs): XXXX

Payment


Reset

➤ Step 11 Successful Message Box Appear


Confirm to move the application to next stage.

Ministry of Road Transport & Highways (MORTH)

National Informatics Centre (NIC)

VAHAN CITIZEN SERVICES

Motor Vehicles Department, Maharashtra



Home Online Services Appointment How Do I ?

Available service for another Vehicle Vehicle Number XXXXXXXXXX

Vehicle No. XXXXXXXXXX

Instructions For Duplicate Fitness Certificate

DUPLICATE FITNESS CERTIFICATE

Owner Information

Owner Name

XXXXXXXXXX

Purchase/Delivery Date

XX-XX-XXXX

Maker

Laden Weight (Kg.)

0

Sleeper Capacity

0

Registration Date

XX-XX-XXXX

Fitness Valid Up to

XX-XX-XXXX

Son/Wife/Daughter

XXXXXXXXXX

Vehicle Class

XXXXXXXXXX

Maker Model

XXXXXXXXXX

Seating Capacity

X

Standing Capacity

0

Vehicle Type

XXXXXXXXXX

Engine No

XXXXXXXXXX

Body Type

XXXXXXXXXX

Unladen Weight (Kg.)

XXXX

Manufacture Year

XXXX

Chassis No

XXXXXXXXXX

Vehicle Category

XXXXXXXXXX

Fees Collection Details

Do you want to continue

Total Fees in Rupee : XXX

Confirm Payment Cancel

Insurance Details

Insurance Type

XXXXXXXXXX

Insurance from (DD-MMM-YYYY)

XX-XX-XXXX

Insurance Company

XXXXXXXXXX

Insurance upto (DD-MMM-YYYY)

XX-XX-XXXX

Policy No

XXXXXXXXXX

Insurance Declared Value

XXXXXXXXXX

*Declaration: Insurance details entered by me here are correct

Duplicate Certificate

Reason

OTHER

Reason

XXXX

Fee Panel

S No.	Description	Fee Amount	Fine Amount	Total Amount
1.	XXXXXXXXXXXX	XXXX	0.0	XXXX
Grand Total:		XXXX	0.0	XXXX

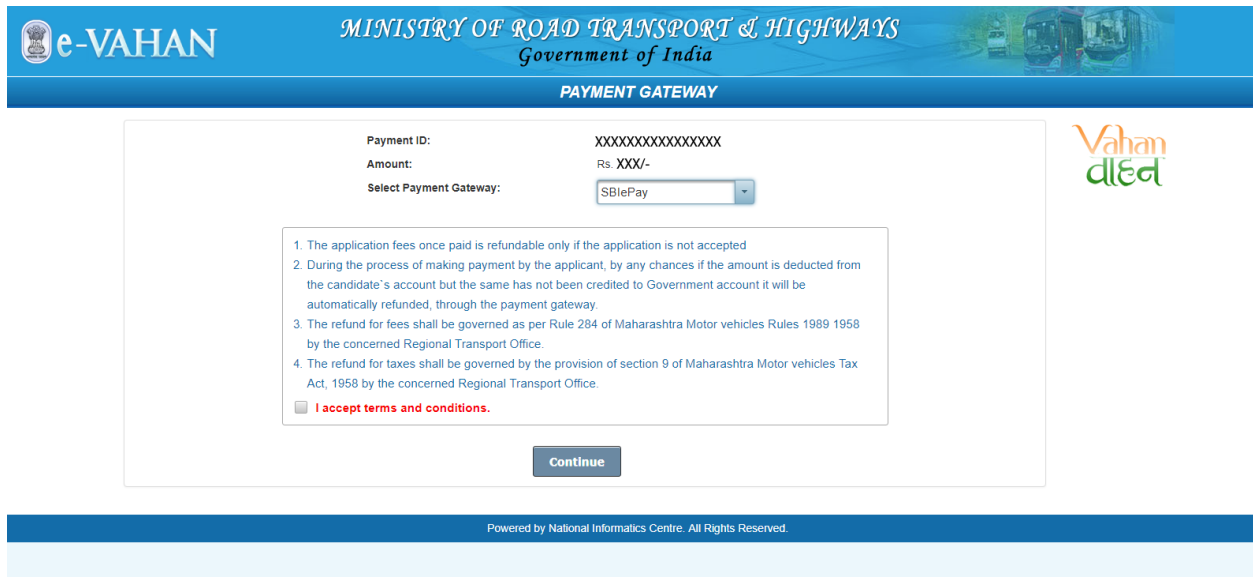
User/Service Charges: 0

Total Payable Amount (In Rs): XXXX

Payment Reset

➤ Step 12 ONLINE FEE PAYMENTS: PAYMENT GATEWAY

Make payment button will allow you to select payment gateway. Select “SBlePAY” payment gateway for the e-payment.



e-VAHAN *MINISTRY OF ROAD TRANSPORT & HIGHWAYS*
Government of India

PAYMENT GATEWAY

Payment ID: XXXXXXXXXXXXXXX
Amount: Rs. XXX/-
Select Payment Gateway: SBlePay

1. The application fees once paid is refundable only if the application is not accepted
2. During the process of making payment by the applicant, by any chances if the amount is deducted from the candidate's account but the same has not been credited to Government account it will be automatically refunded, through the payment gateway.
3. The refund for fees shall be governed as per Rule 284 of Maharashtra Motor vehicles Rules 1989 1958 by the concerned Regional Transport Office.
4. The refund for taxes shall be governed by the provision of section 9 of Maharashtra Motor vehicles Tax Act, 1958 by the concerned Regional Transport Office.

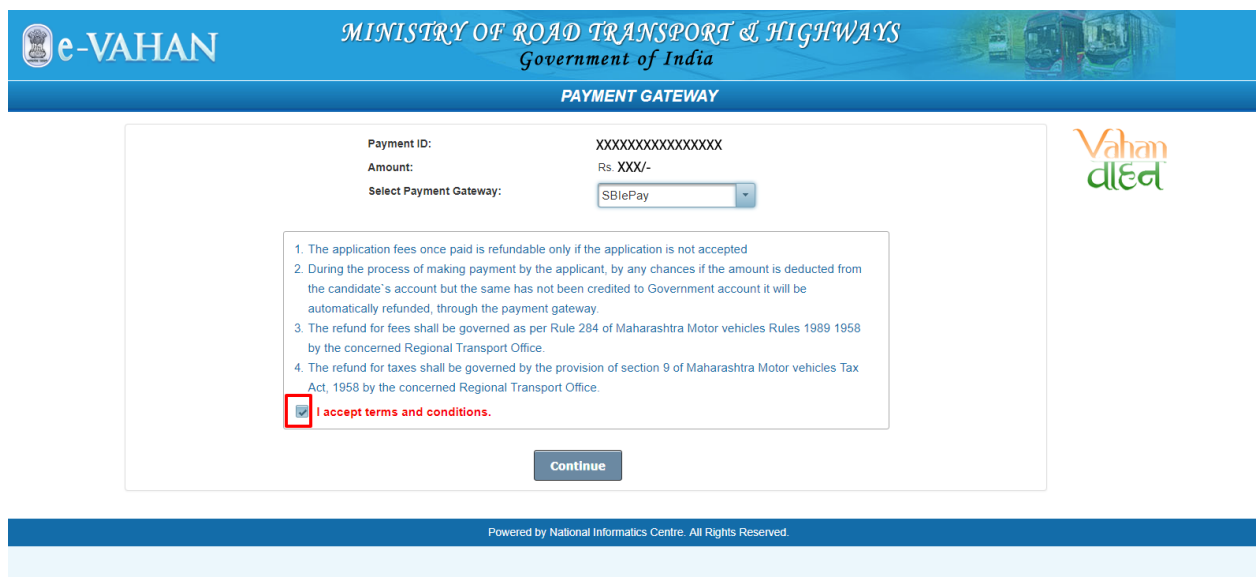
☐ I accept terms and conditions.

Continue

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➤ Step 13 Click on the Checkbox “I accept terms and conditions”

Now, Accept terms and conditions by selecting the checkbox and Click on button Payment.



e-VAHAN *MINISTRY OF ROAD TRANSPORT & HIGHWAYS*
Government of India

PAYMENT GATEWAY

Payment ID: XXXXXXXXXXXXXXX
Amount: Rs. XXX/-
Select Payment Gateway: SBlePay

1. The application fees once paid is refundable only if the application is not accepted
2. During the process of making payment by the applicant, by any chances if the amount is deducted from the candidate's account but the same has not been credited to Government account it will be automatically refunded, through the payment gateway.
3. The refund for fees shall be governed as per Rule 284 of Maharashtra Motor vehicles Rules 1989 1958 by the concerned Regional Transport Office.
4. The refund for taxes shall be governed by the provision of section 9 of Maharashtra Motor vehicles Tax Act, 1958 by the concerned Regional Transport Office.

☒ I accept terms and conditions.

Continue

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➤ Step 14 Click on Continue

Select your bank and then click on “Continue” button.

The screenshot shows the 'e-VAHAN' payment gateway interface. At the top, there's a header with the Ministry of Road Transport & Highways logo and the text 'MINISTRY OF ROAD TRANSPORT & HIGHWAYS Government of India'. Below this is a blue bar with 'PAYMENT GATEWAY'. The main content area has a form with the following fields: 'Payment ID:' with value 'XXXXXXXXXXXXXXXX', 'Amount:' with value 'Rs. XXX/-', and 'Select Payment Gateway:' with a dropdown menu showing 'SBlePay'. Below these fields is a box containing four terms and conditions, followed by a checkbox labeled 'I accept terms and conditions.' which is checked. A red rectangle highlights the 'Continue' button at the bottom of the form. To the right of the form is the 'Vahan dEd' logo. At the bottom of the page, a blue bar contains the text 'Powered by National Informatics Centre. All Rights Reserved.'

➤ Step 15 Payment Gateway: Selecting Bank

Now, this will open new page containing list of banks associated with SBlePAY.

The screenshot shows the 'SBlePay' payment gateway interface. At the top, there's a header with the 'SBlePay' logo and the text 'mulAccountPayout2'. Below this is a 'Transaction Details' section with 'Order Number' and 'Amount XXXX INR + Convenience Fee if applicable will be charged to you.' Below this is a 'Payment Details' section. On the left, there are three options: 'CASH', 'Net Banking' (which is selected), and 'Credit Card'. On the right, there's a box with the SBI logo and a message: 'State Bank of Hyderabad has merged with State Bank of India. Please use State Bank of India link.' Below this is a dropdown menu labeled 'Other Banks' with 'SBlePay Test Bank' selected. At the bottom of this box are 'Proceed' and 'Cancel' buttons. At the bottom of the page, there are logos for 'Verified by MasterCard', 'VISA SecureCode', 'SafeKey', 'Symantec', and 'PCI DSS'. At the very bottom, there's a footer with 'Copyright© 2013 State Bank of India. All Rights Reserved.' and 'Powered by State Bank Of India.'

➤ Step 16 Proceed further

Select your bank and then click on “**proceed**” button.

The screenshot shows the SBlePay interface. At the top, there's a header with the SBlePay logo and the text 'multiAccountPayout2'. Below the header, there's a 'Transaction Details' section with 'Order Number XXXXXXXXXXXXXXXX' and 'Amount XXXX INR + Convenience Fee if applicable will be charged to you.' Below this is a 'Payment Details' section. On the left, there are three options: 'CASH', 'Net Banking' (which is selected), and 'Credit Card'. In the center, there's a message: 'State Bank of Hyderabad has merged with State Bank of India. Please use State Bank of India link.' Below this message is the SBI logo. Under the logo, there's a dropdown menu labeled 'Other Banks' with 'SBlePay Test Bank' selected. Below the dropdown are two buttons: 'Proceed' (highlighted with a red box) and 'Cancel'. At the bottom, there are logos for 'Verified by MasterCard', 'VISA SecureCode', 'AMERICAN EXPRESS SafeKey', 'Symantec', and 'PCI DSS CERTIFIED'. Below these logos is the text 'Copyright© 2013 State Bank of India. All Rights Reserved' and 'Powered by State Bank Of India.'

➤ Step 17 Proceed further as per the gateway

In this sample page, select “**Pay Now**” option.

The screenshot shows the SBlePay interface. At the top, there's a header with the SBlePay logo and the text 'multiAccountPayout2'. Below the header, there's a 'Transaction Details' section with 'Order Number XXXXXXXXXXXXXXXX' and 'Amount XXXX INR + Convenience Fee if applicable will be charged to you.' Below this is a 'Payment Details' section. On the left, there are three options: 'CASH', 'Net Banking' (which is selected), and 'Credit Card'. In the center, there's a message: 'State Bank of Hyderabad has merged with State Bank of India. Please use State Bank of India link.' Below this message is the SBI logo. Under the logo, there's a dropdown menu labeled 'Other Banks' with 'SBlePay Test Bank' selected. Below the dropdown are two buttons: 'Proceed' and 'Cancel'. At the bottom, there's a 'Transaction Summary' box with the following details: 'Transaction Amount XXXX INR', 'Transaction Processing Fee X INR', 'GST XX INR', and 'Total Amount to be Paid XXXX INR'. Below the summary box are two buttons: 'Pay Now' (highlighted) and 'Cancel'.

➤ Step 18 Proceed Transaction

In this sample page, select “Successful” option.

SBlePAY Test Bank	
OrderNumber :	xxxxxxxxxxx
Amount :	xxxx
<input type="button" value="Successful"/>	<input type="button" value="Decline"/>

➤ Step 19 Successful Transaction Fee Receipt

If bank status is success then transactions get approved and fee receipt will be generated.

Customer Copy



TRANSACTION No /RECEIPT No:
Owner Name:
Vehicle No:

xxxxxxxxxxxxxxxx/xxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxx

Vehicle Class:
Receipt Date:
Chassis No:

Motor Cab
XX-XX-XXXX XXXX
xxxxxxxxxx



Particular	Amount	Penalty	Total
Duplicate FC	XXX	0	XXX

GRAND TOTAL (in Rs): 200/- (TWO HUNDRED ONLY)

For further query Please go to the zone RTO : KOLHAPUR,MH
Note--This is computer generated slip, no need of signature.
Please submit the print copy of all application form along with original RC and other original documents to concerned Dy /Regional Transport Office

[Home](#) [Print](#) [Print Owner Details](#)

[Use this link, If you want to book an Appointment](#) ([Book Appointment](#))
[Use this link, If you want to Upload Documents](#) ([Upload Document](#))

➤ Step 20 Print Application letter

Application letter generated, now applicant can take the Print as required.

The screenshot shows a web browser window with a print dialog open on the left. The print dialog is titled "Print" and shows "Total: 1 sheet of paper". It has a "Print" button and a "Cancel" button. Below the buttons, there are options for "Destination" (Microsoft Print to PDF), "Pages" (All), "Layout" (Portrait), and "Color" (Color). There is also a "More settings" link and a "Print using system dialog... (Ctrl+Shift+P)" link.

The main content of the browser window is an "E-FEE RECEIPT" from the Transport Department, Government of Maharashtra, Registration Authority KOLHAPUR, MH. The receipt includes a QR code and the following information:

Customer Copy
TRANSACTION No: XXXXXXXXXXXXXXXXXX
Vehicle Class: Motor Cab
Owner Name: XXXXXXXXXXXXXXXXXX
Receipt Date: XX-XX-XXXX XXXXX
Vehicle No: XXXXXXXXXXXX
Chassis No: XXXXXXXXXXXX

Particular	Amount	Penalty	Total
Duplicate FC	200	0	200

GRAND TOTAL (in Rs): 200- (TWO HUNDRED ONLY)

For further query Please go to the zone RTO: KOLHAPUR, MH
Note-This is computer generated slip, no need of signature.
Please submit the print copy of all application form along with original FC and other original documents to concerned By Regional Transport Office.

Use this link, if you want to book an Appointment
Use this link, if you want to upload Documents

The bottom of the screenshot shows a Windows taskbar with several open applications, including a search bar, a file explorer, and a web browser. The system clock shows 5:55 PM on 11/20/2017.

Thank You