Fitness Certificate

Process Flow of Fitness Certificate

➢ Step 1 Home Page-Enter Vehicle Registration Number

Applicant Enter the Vehicle Registration number to avail "Application for fitness certificate" service.
➢ **Step 2 Click on Proceed button**

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

➢ **Step 3 To Avail Application for fitness certificate**

Applicant selects the **“Fitness Certificate”** service from the drop down **“Online Services”** menu.
➢ Step 4 Enter Chassis Number and Mobile Number

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

➢ Step 5 Click on Generate OTP

Click on the “Generate OTP” button and you can proceed further.
➤ Step 6 OTP Generation

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

➤ Step 7 Enter Generated OTP

Applicants enter the received OTP as given below.
➢ **Step 8 Clicks on Show Details**

Click on the show details button to proceed further.
➢ Step 9 Application Data Entry and Payment

Fill the all required details and also provide the valid insurance detail as given below. Applicant can also see the fees details for the particular application. Now click on payment button.
Step 10 Confirmation Message Box Appear

Confirm to move the application to next stage.
➤ Step 11 ONLINE FEE PAYMENTS: PAYMENT GATEWAY

Make payment button will allow you to select payment gateway. Select “SBlePAY” payment gateway for the e-payment.
➢ **Step 12 Payment Gateway: Selecting Bank and**
Accept terms and conditions by selecting the checkbox and Click on button Payment. This will open new page containing list of banks associated with SBIePAY. Select your bank and then click on “proceed” button.

![Payment Gateway SBIePAY](image)

➢ **Step 13 Proceed further**
Select your bank and then click on “proceed” button.
Step 14 Proceed further as per the gateway

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

Step 15 Proceed Transaction

In this sample page, select “Successful” option.
Step 16 Successful Transaction Fee Receipt

If bank status is success then transactions get approved and fee receipt will be generated.
➤ Step 17 Print Application letter

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

Thank You