Surat Municipal Corporation

Online Vehicle Registration Tax

User Manual for

VEHICLE REGISTRATION TAX

DEALER LOGIN

Dealer Login URL: *https://www.suratmunicipal.gov.in/SMCVehicleTax/*

Surat Municipal Corporation

Online Vehicle Registration Tax

Please follow the following Steps to LOGIN INTO SYSTEM:

Step 1: **Enter URL** ***https://www.suratmunicipal.gov.in/SMCVehicleTax/***

Step 2: **Click on the "DEALER LOGIN" button.**

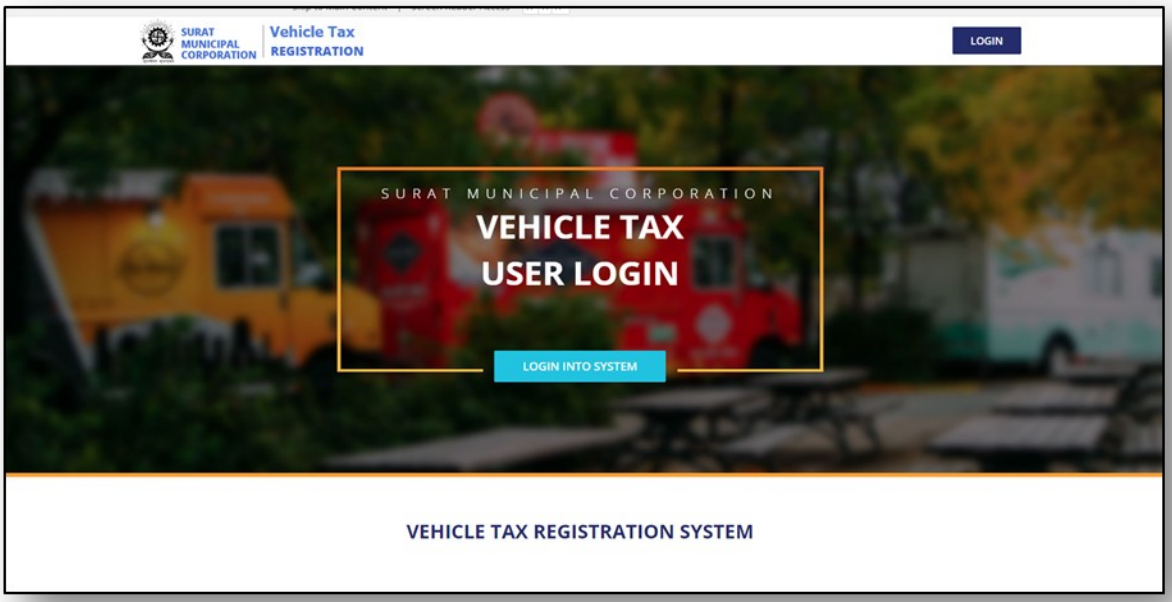

Figure.1

Online Vehicle Registration Tax

Step 3: Enter "User Name (Registered Mobile No.)" & Password and Security Check captcha code then after click on LOGIN button.

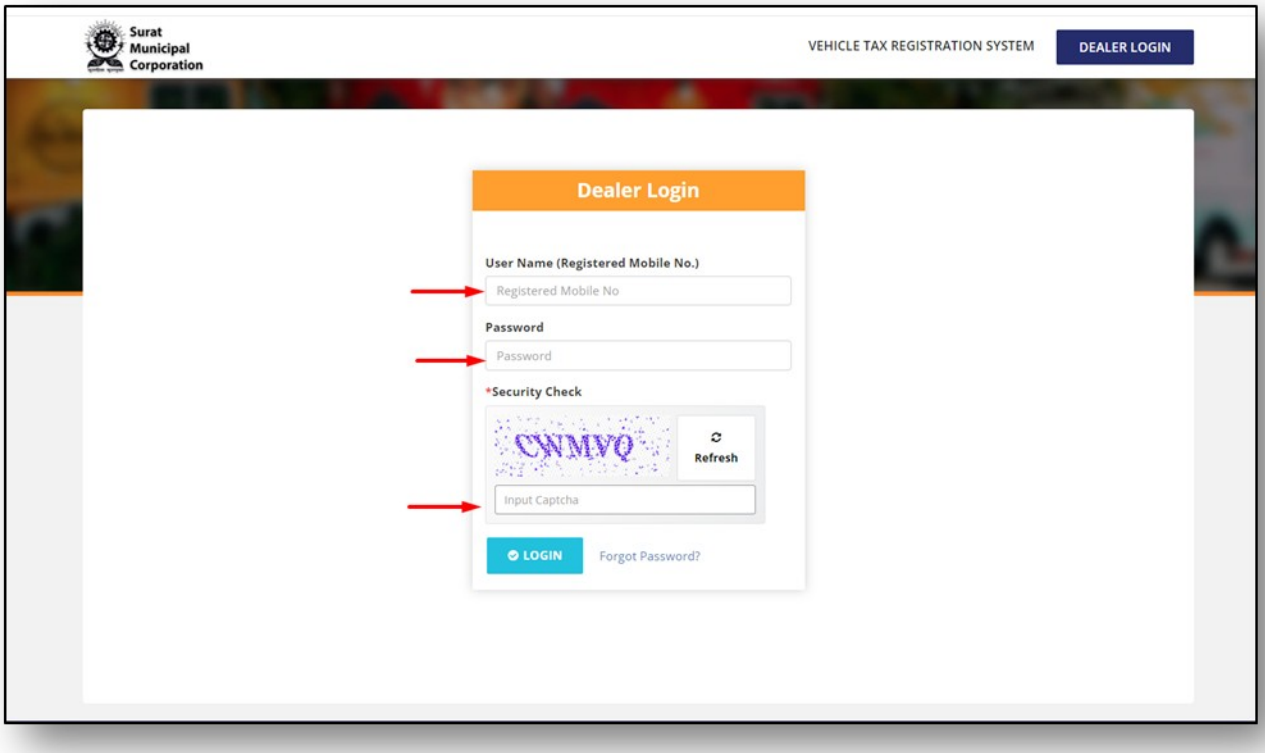

Figure.2

User Manual for

FORGOT PASSWORD

Online Vehicle Registration Tax

Please follow the following Steps to Forgot Password

Step 1: Open your web browser.

Step 2: Enter Below URL in Search URL field. " *https://www.suratmunicipal.gov.in/*"

Step 3: Click on "LOGIN" button.

Step 4: Click on "Forgot Password" link button.

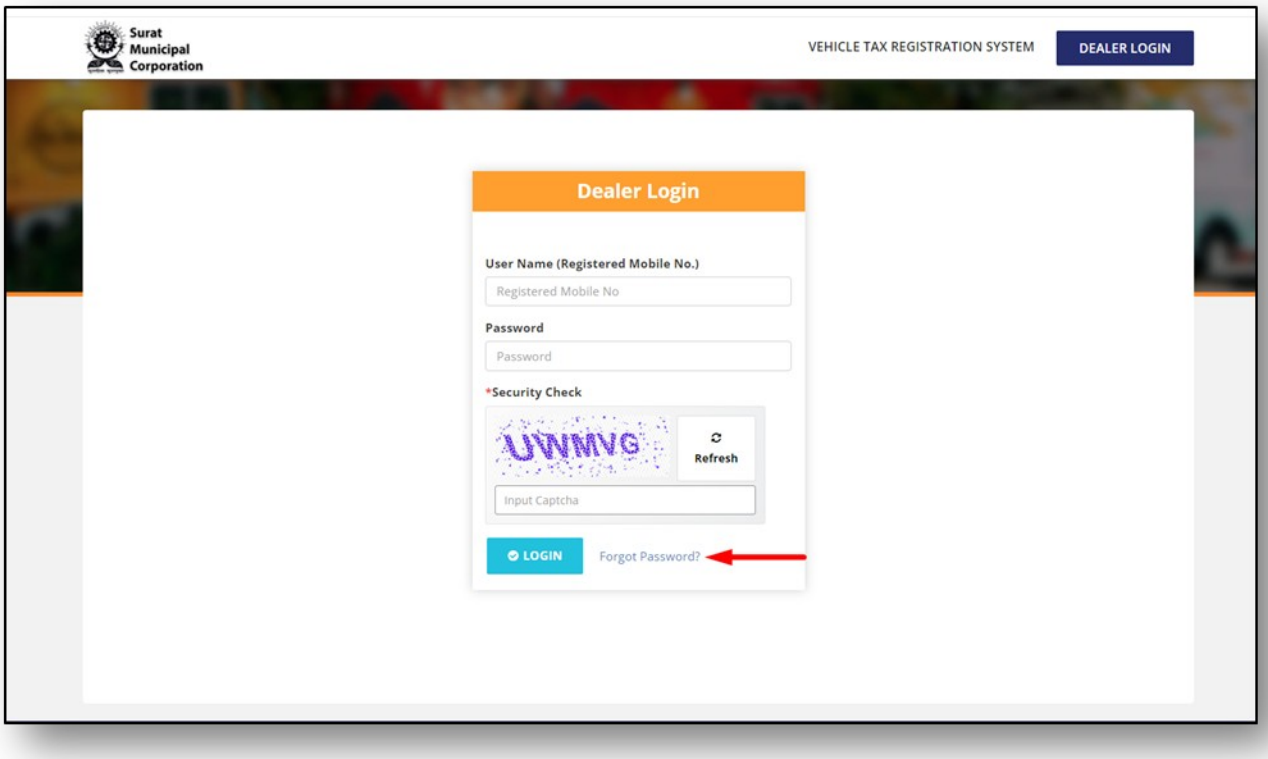

Figure.3

Online Vehicle Registration Tax

Step 5: Enter your "Registered Mobile Number" and Captcha code.

Step 6: Click on "SEND OTP" button will send SMS to your registered mobile.

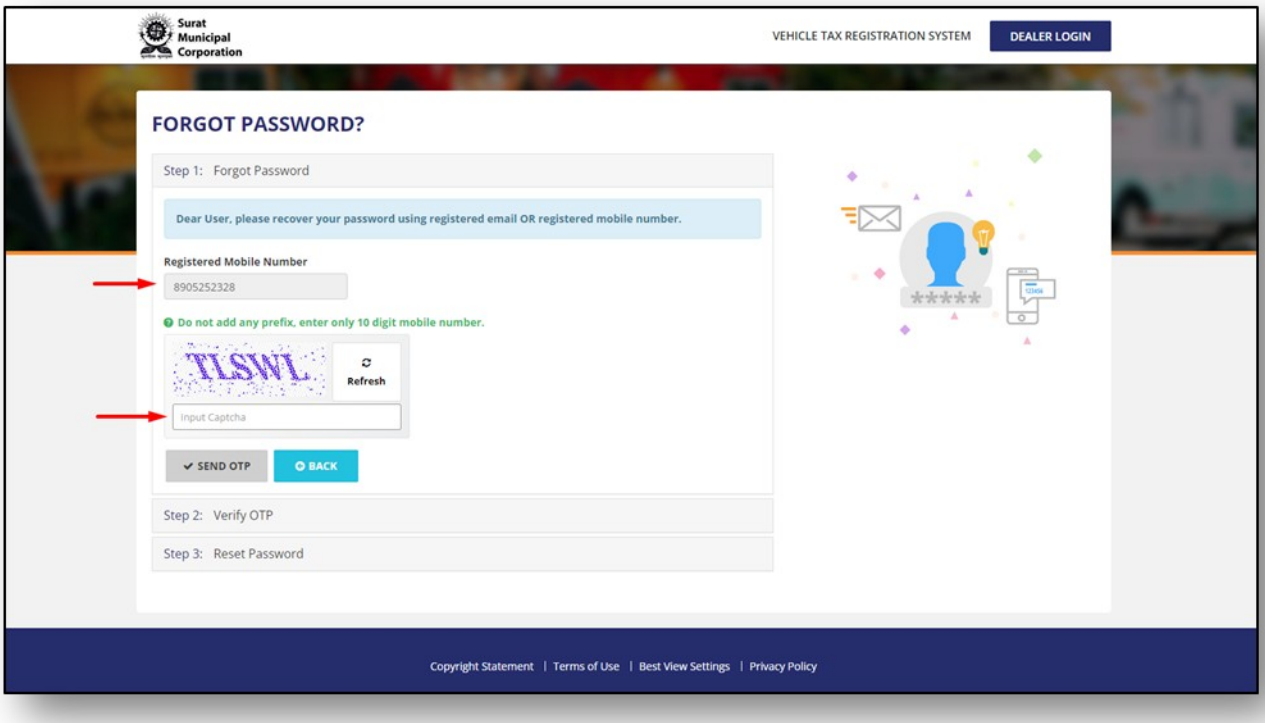

Figure.4

Online Vehicle Registration Tax

Step 7: Enter received OTP here and Click on "VERIFY OTP" button.

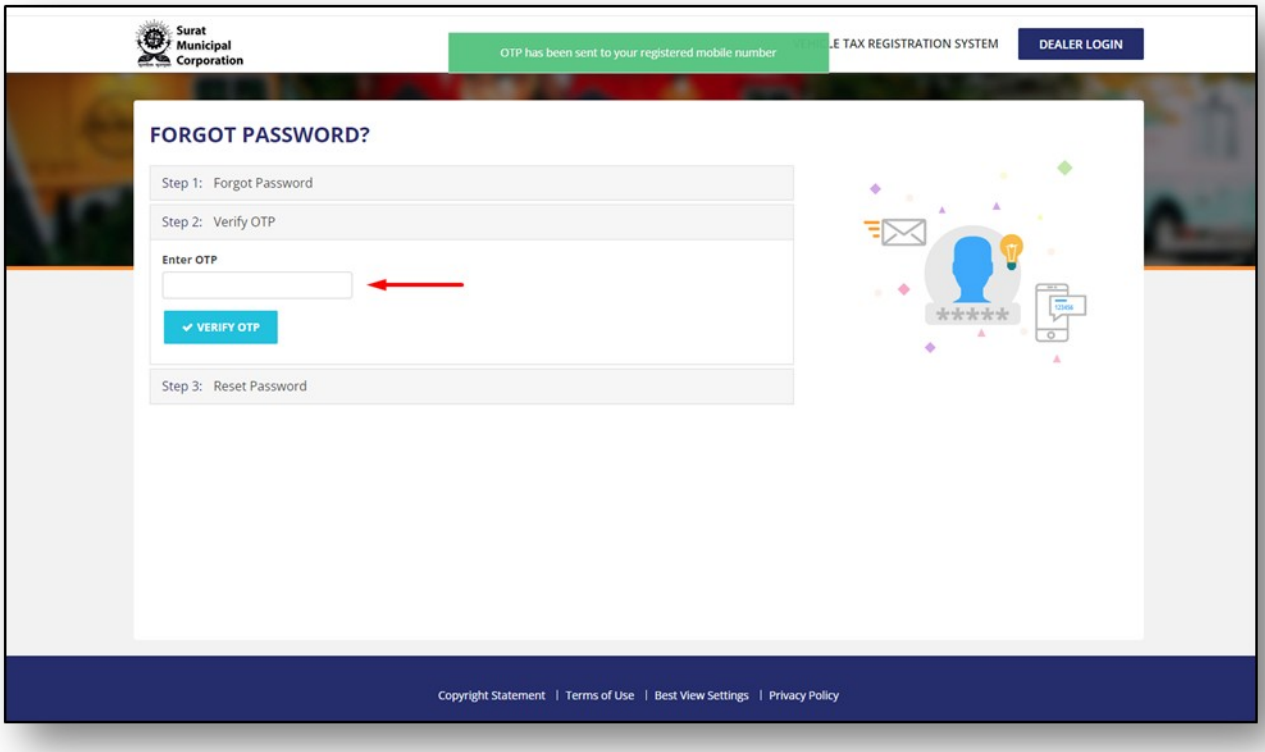

Figure.5

Online Vehicle Registration Tax

Step 8: Enter "New Password" and "Confirm Your Password" and Click on “SUBMIT DETAILS” button. It will update new password and will ask to login with New password

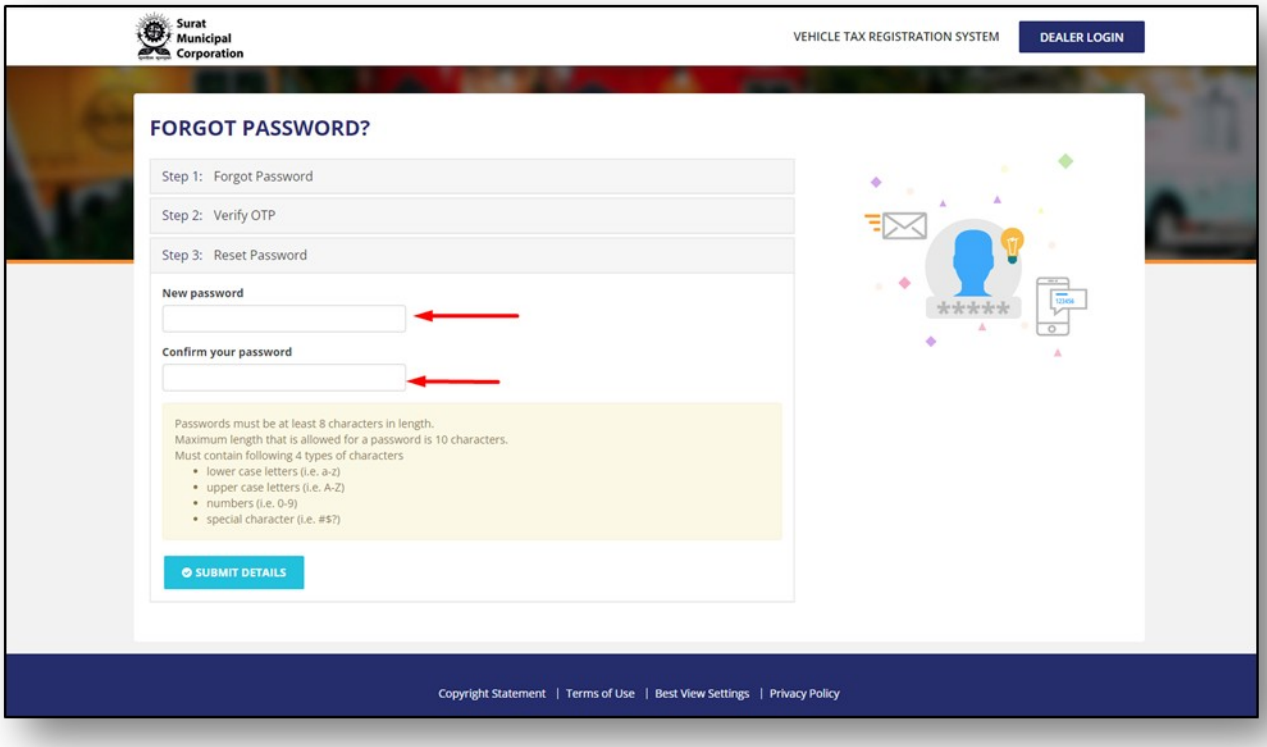

Figure.6

User Manual for

NEW VEHICLE REGISTRATION

Online Vehicle Registration Tax

Step 1: User logged in into system.

Step 2: Click on "New Vehicle Registration" sub menu from Master drop-down.

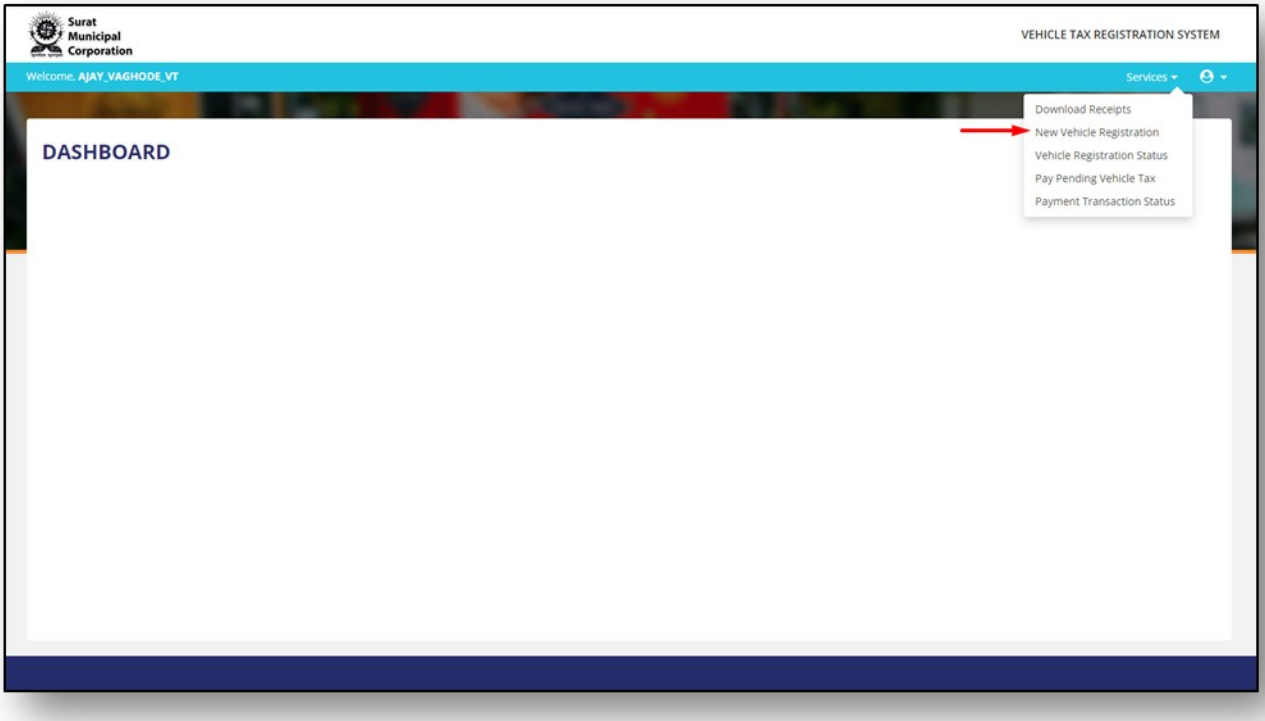

Figure.7

Online Vehicle Registration Tax

Step 3: Enter "Chassis No." and "Engine No." and other required details then after it will enable below form fields.

Step 4: Fill form details and Click on SUBMIT button.

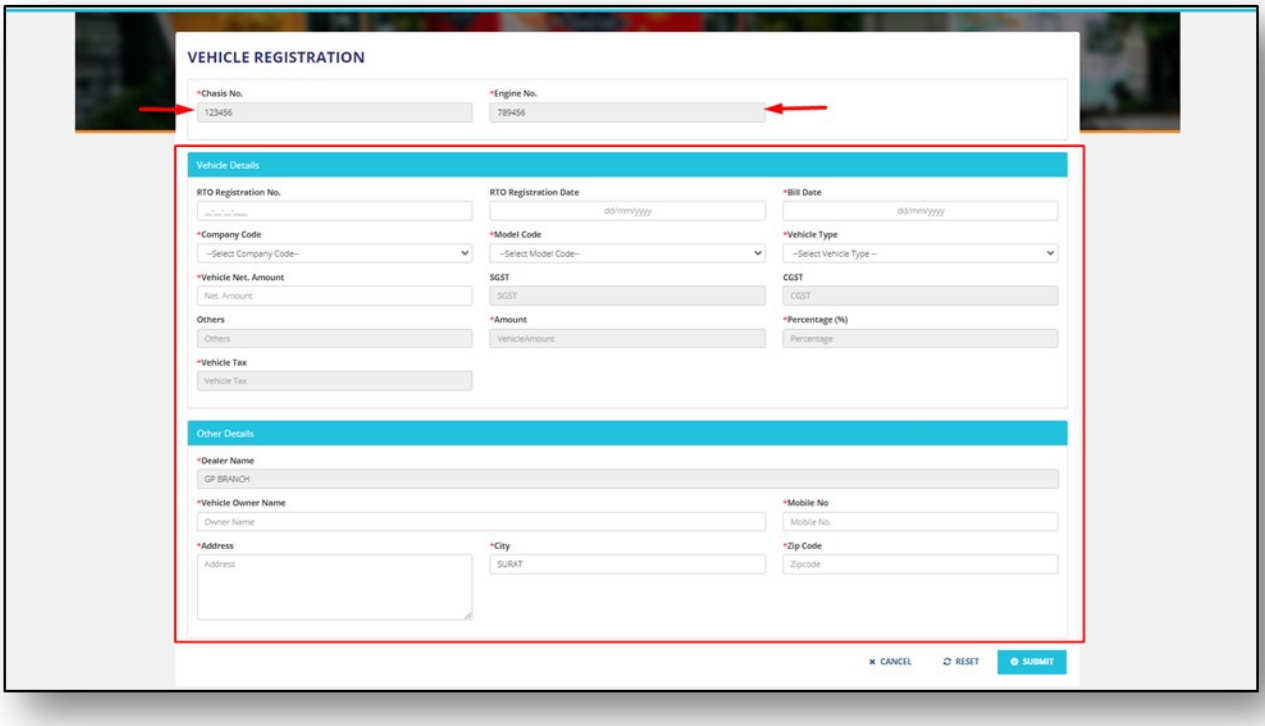

Figure.8

Online Vehicle Registration Tax

Step 5: Once form filled and submitted it will redirect on "VEHICLE REGISTRATION STATUS" page below.

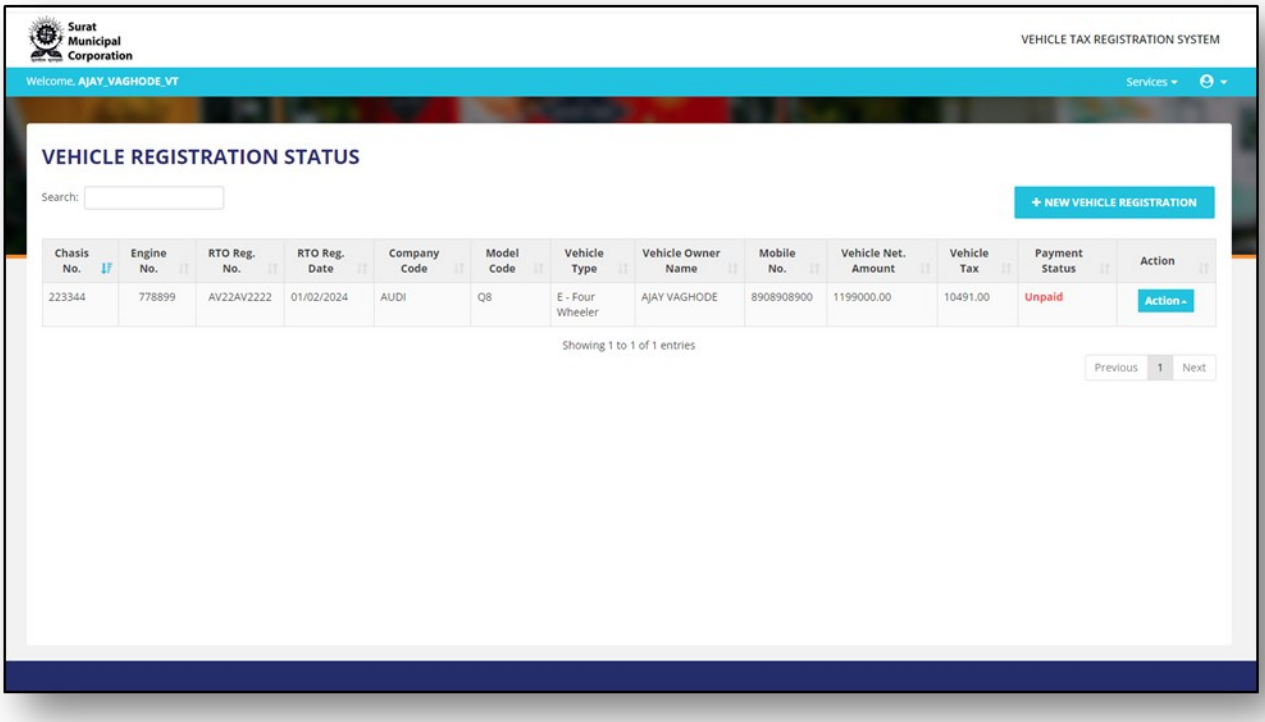

Figure.9

User Manual for

VEHICLE REGISTRATION STATUS

Online Vehicle Registration Tax

Step 1: Click on "VEHICLE REGISTRATION STATUS" sub menu will also redirect on same below page.

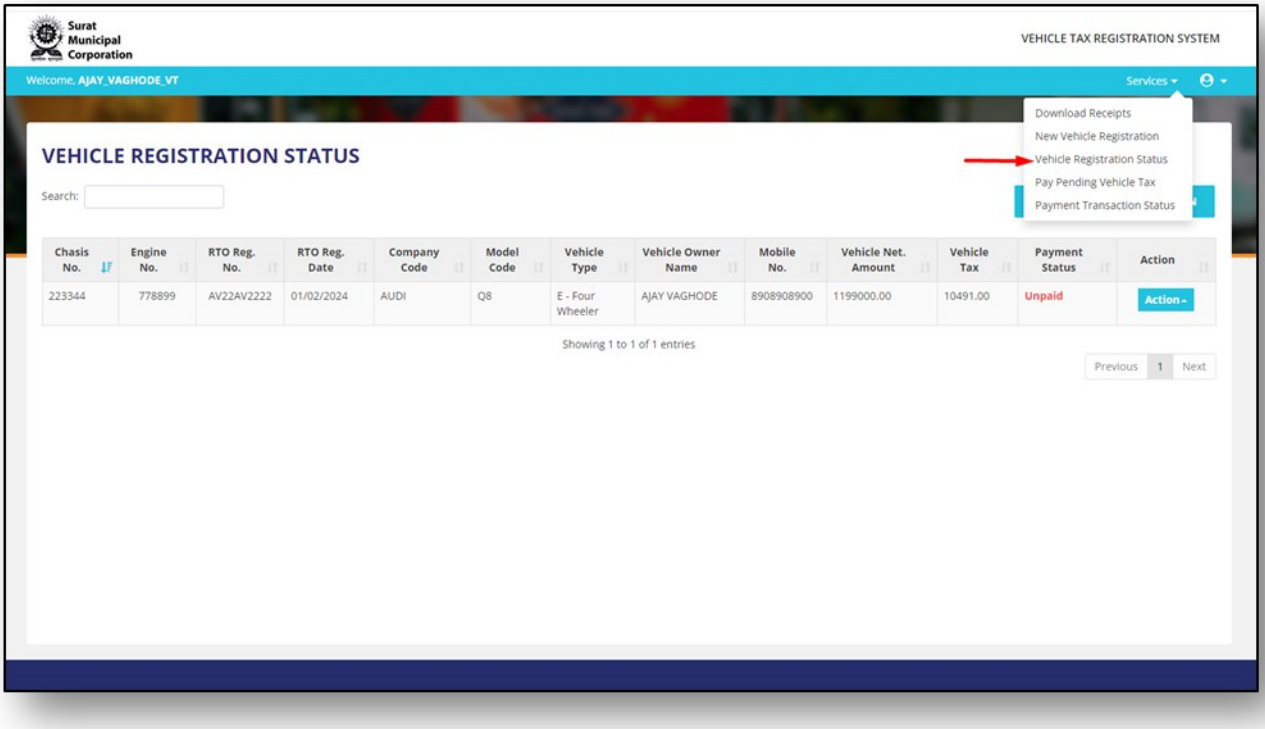

Figure.10

Online Vehicle Registration Tax

Step 2: Until payment not done user can see "EDIT" button inside Action.

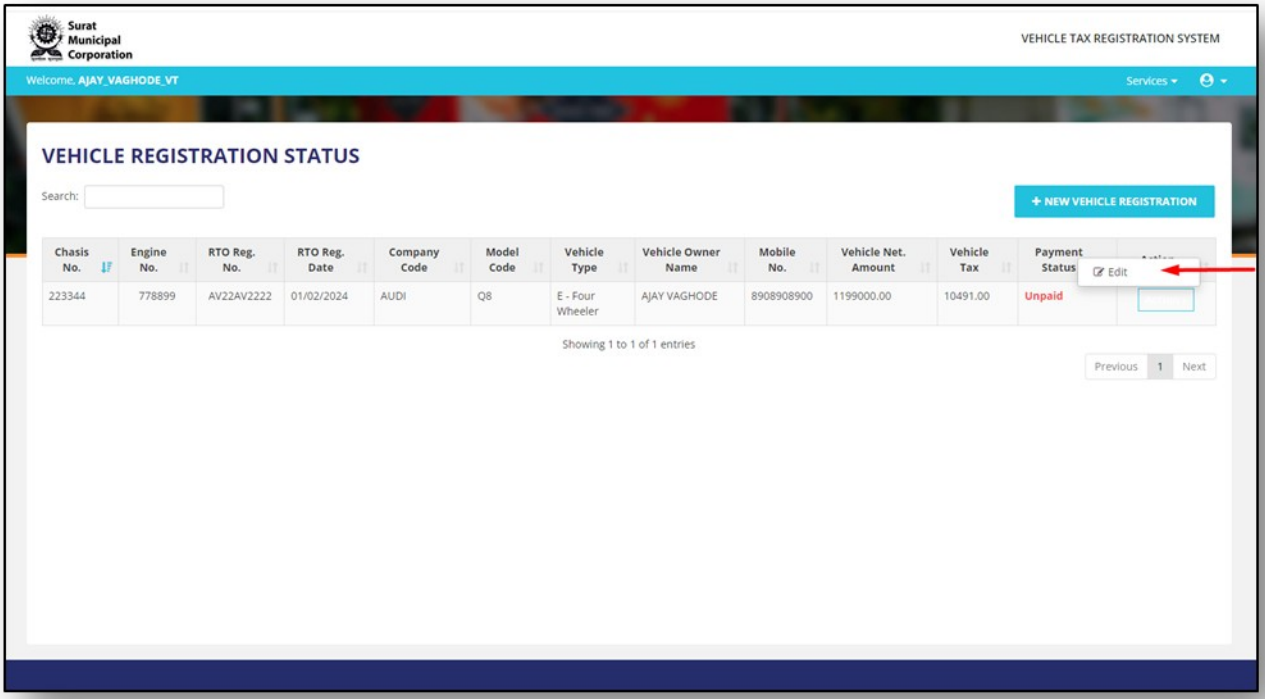

Figure.11

Online Vehicle Registration Tax

Step 3: When click on "EDIT" button it will allow user to update some values of vehicle registration details as below. (Can't update Chassis No. and Engine No. here)

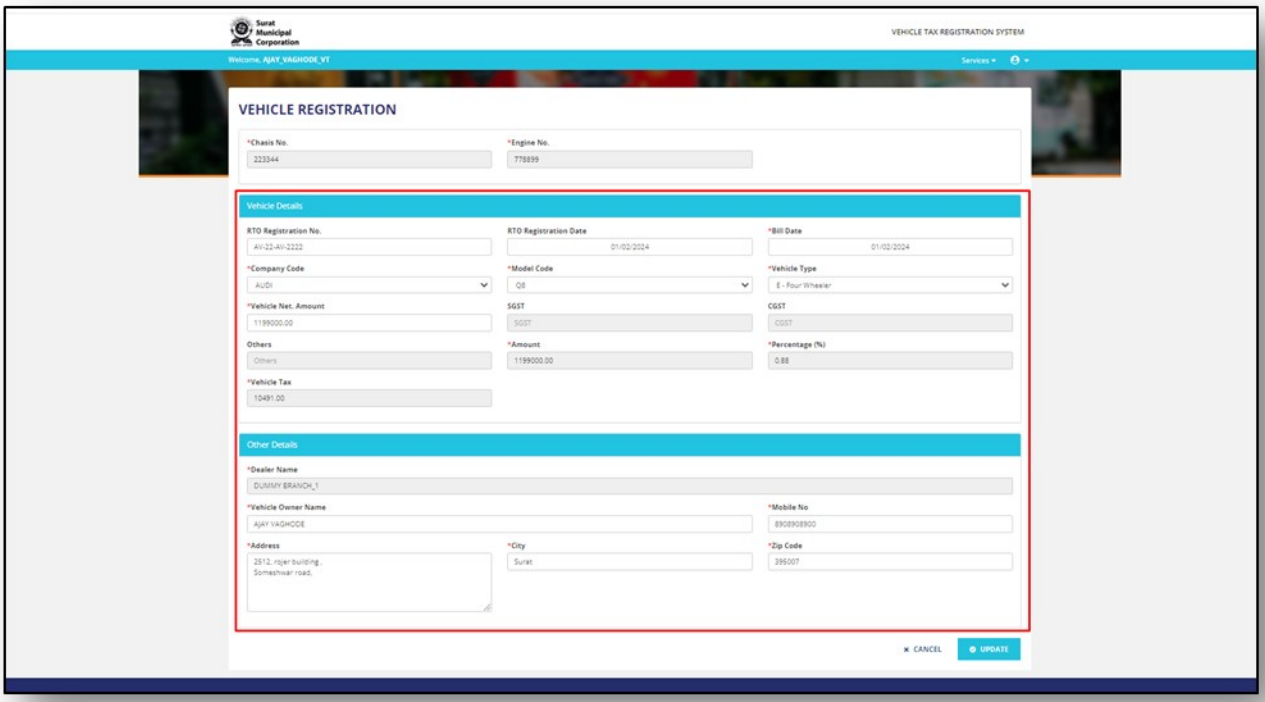

Figure.12

Online Vehicle Registration Tax

Step 4: Once payment successfully done user can see only "VIEW" button inside Action.

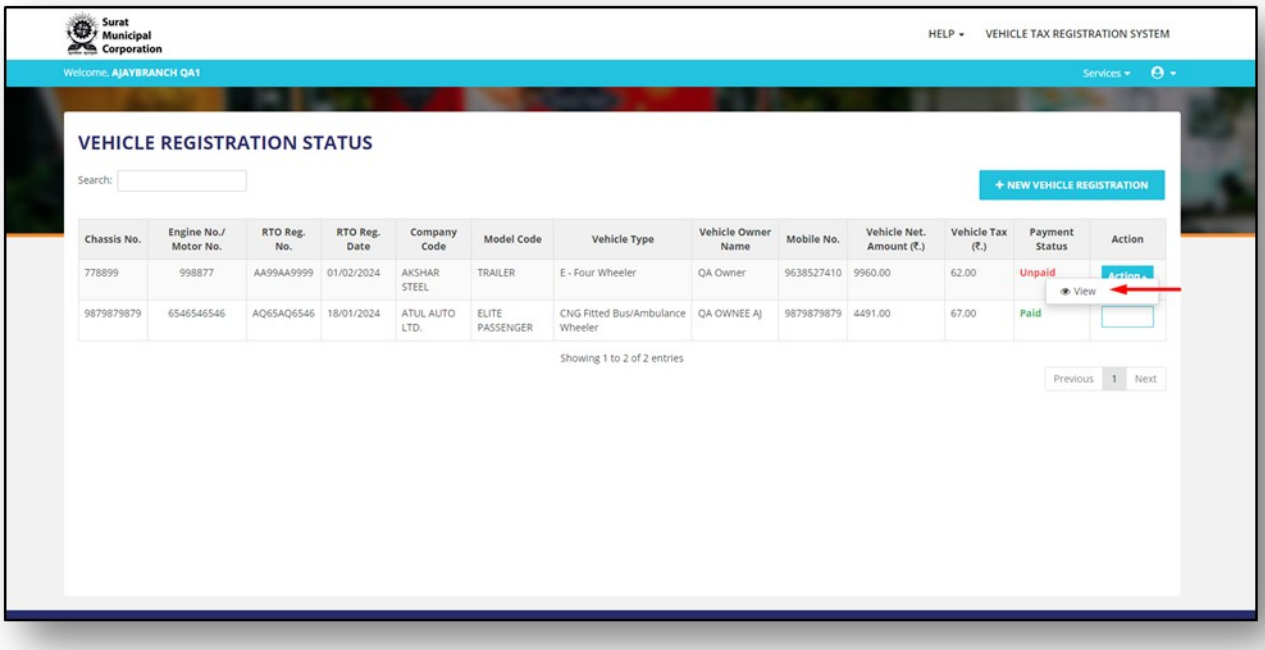

Figure.13

Online Vehicle Registration Tax

Step 5: When click on "VIEW" button it will allow user to only view vehicle registration details. (No Update allow here)

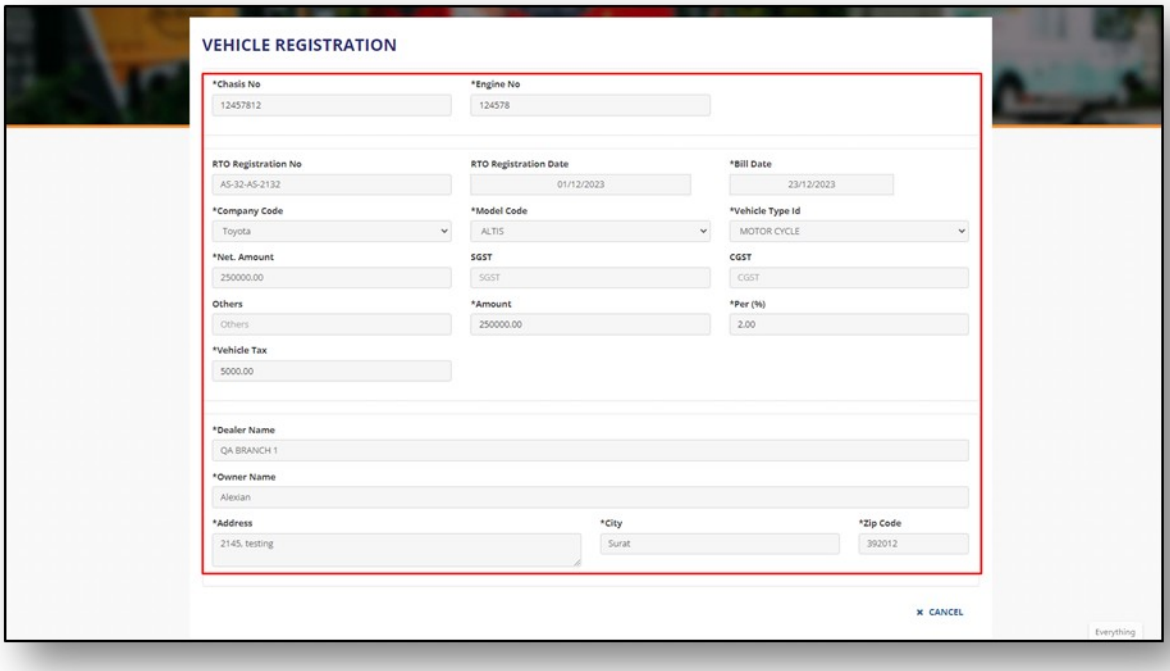

Figure.14

User Manual for

PAY PENDING VEHICLE TAX

Online Vehicle Registration Tax

Step 1: User logged in into system.

Step 2: Click on "Pay Pending Vehicle Tax" sub menu from Master drop-down.

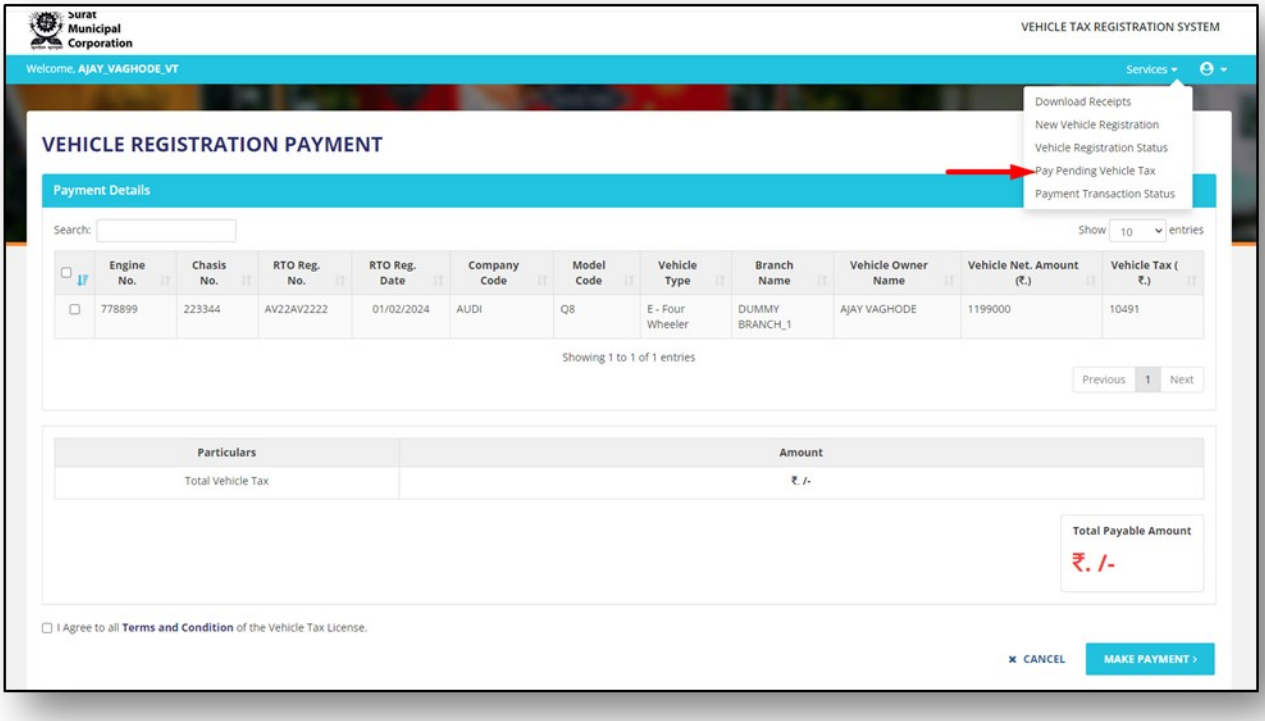

Figure.15

Online Vehicle Registration Tax

Step 3: Click on "Pay Pending Vehicle Tax" sub menu will redirect on listing page.

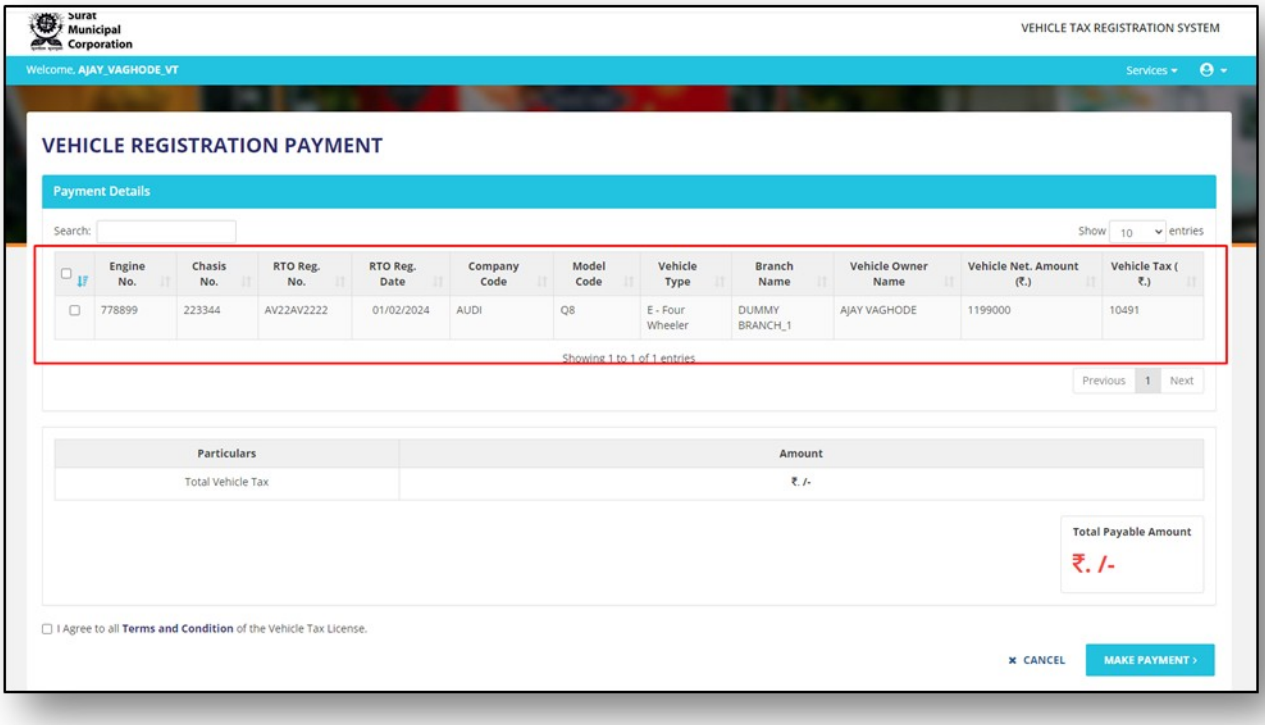

Figure.16

Online Vehicle Registration Tax

Step 4: Selected particular vehicle checkbox from listing page to pay single vehicle tax (It will pay only selected vehicle)

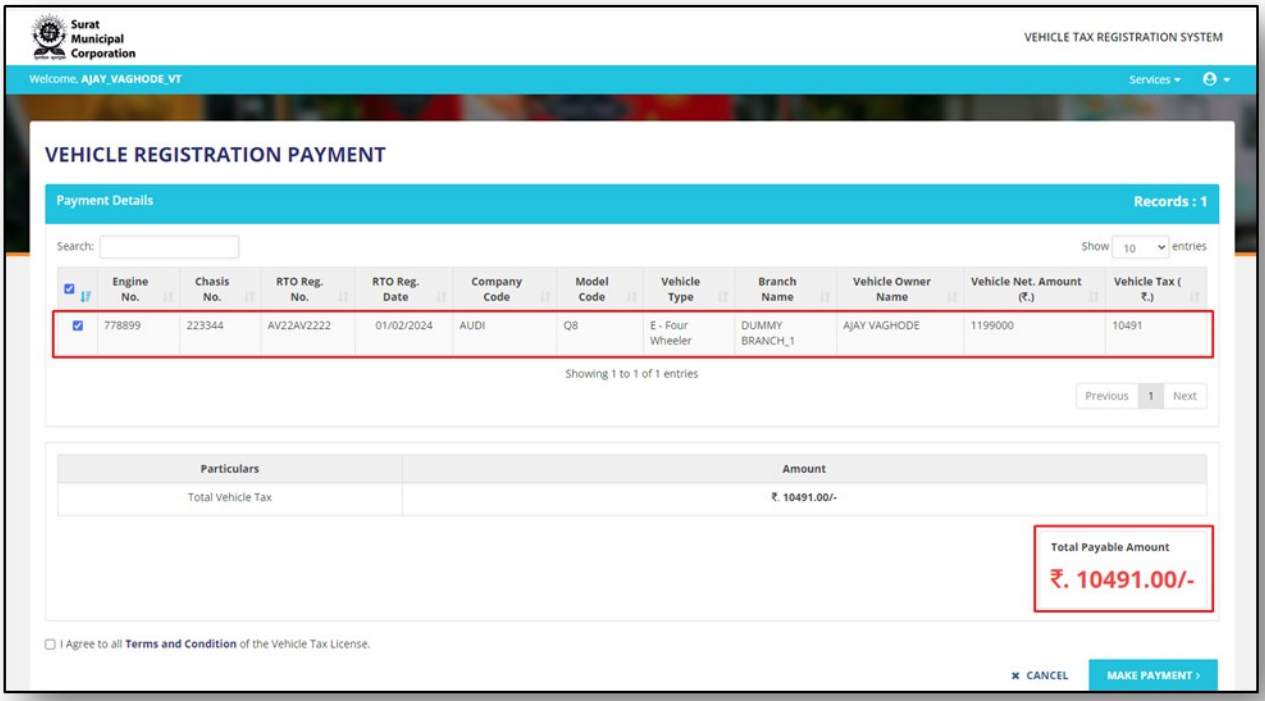

Figure.17

Online Vehicle Registration Tax

Step 5: SELECT ALL checkbox at top side of page to pay all pending vehicle tax at one time.
(It will select all vehicle checkbox and pay all)

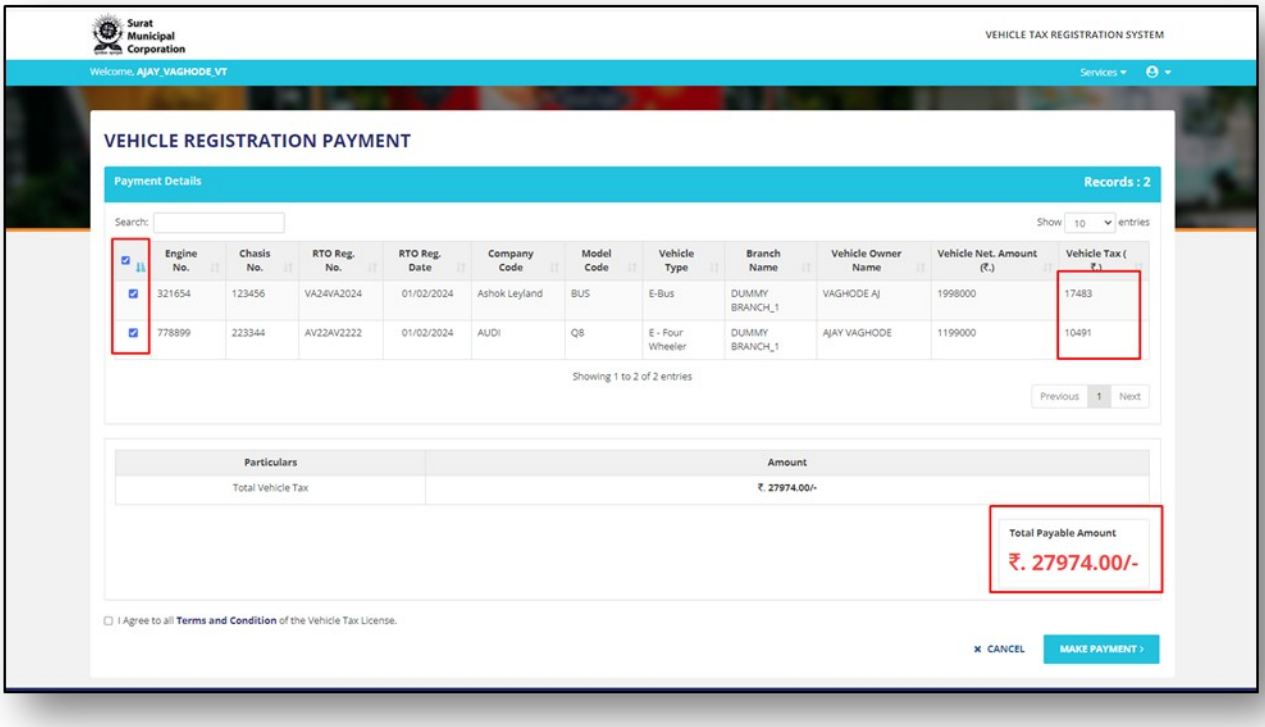

Figure.18

Online Vehicle Registration Tax

Step 6: SELECT ALL OR Select Single particular checkbox of page according to your vehicle tax and Select Terms condition checkbox and then click on MAKE PAYMENT button.

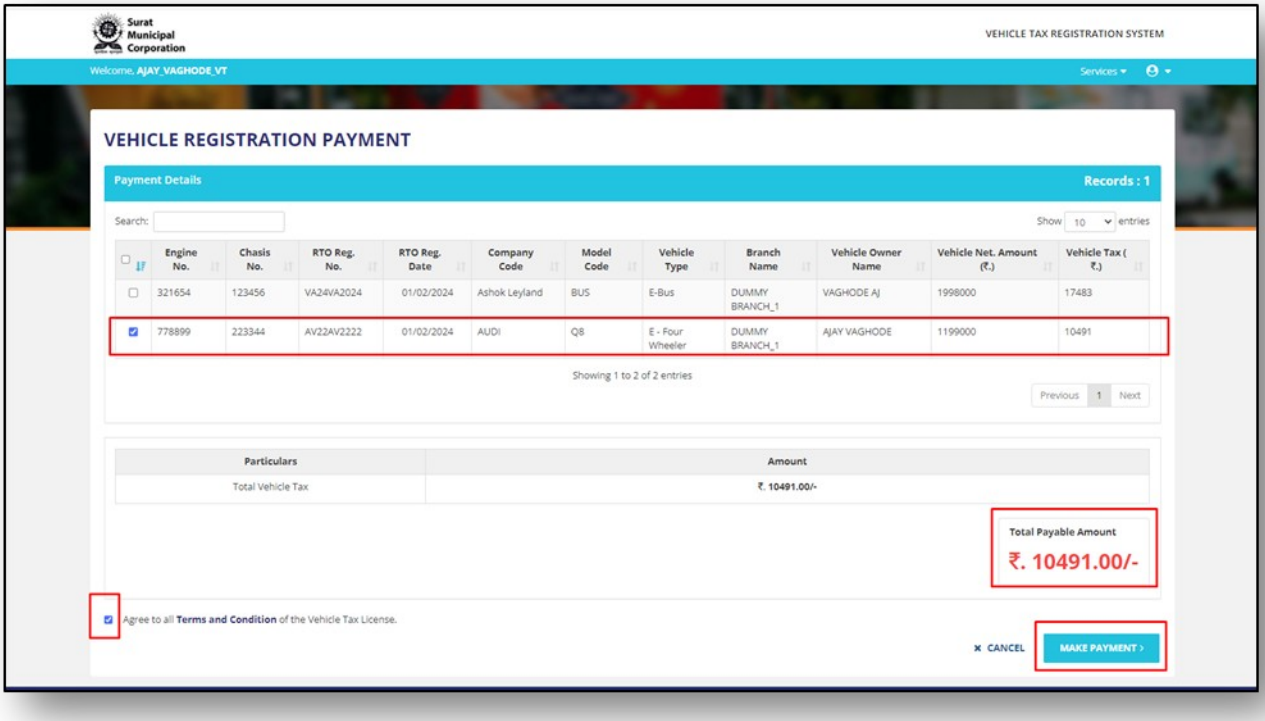

Figure.19

Online Vehicle Registration Tax

Step 7: It will display Confirmation popup box.

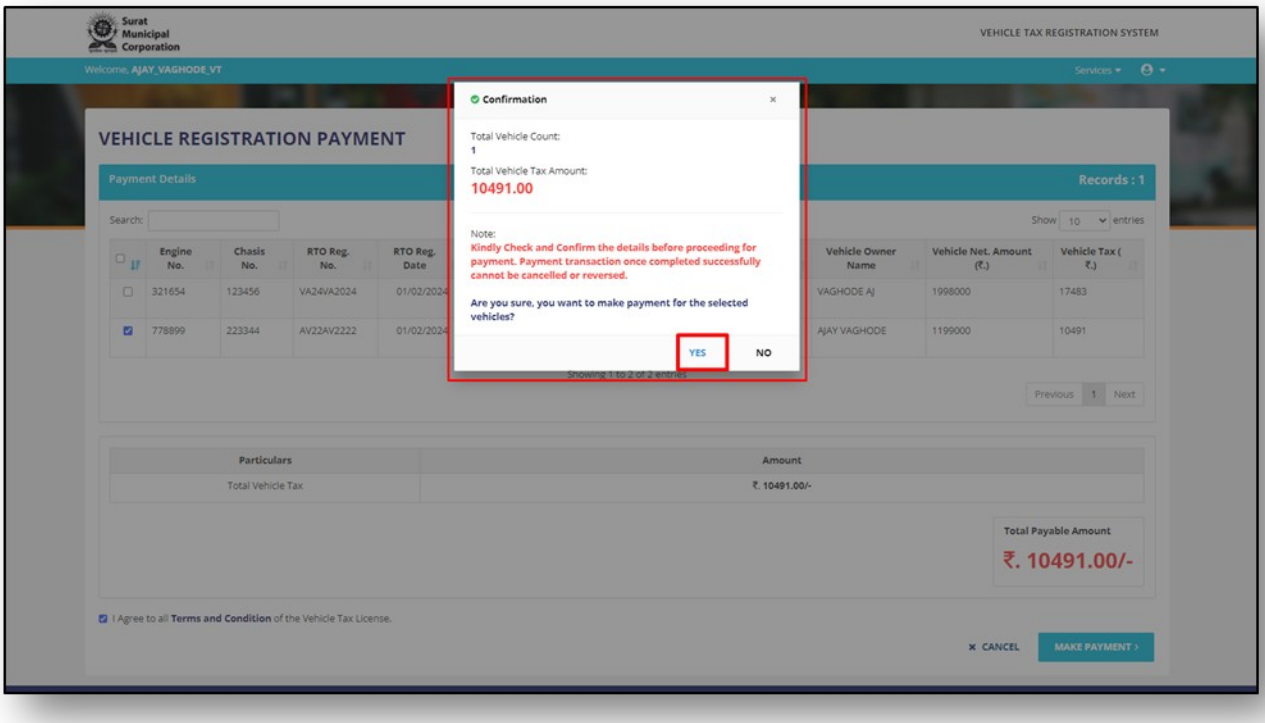

Figure.20

Online Vehicle Registration Tax

Step 8: Select your "Select Payment Gateway" option and Click on "PAY NOW" button.
(On redirected page user will use their own payment details to pay and once paid then after it will redirect on Recent Transaction listing page)

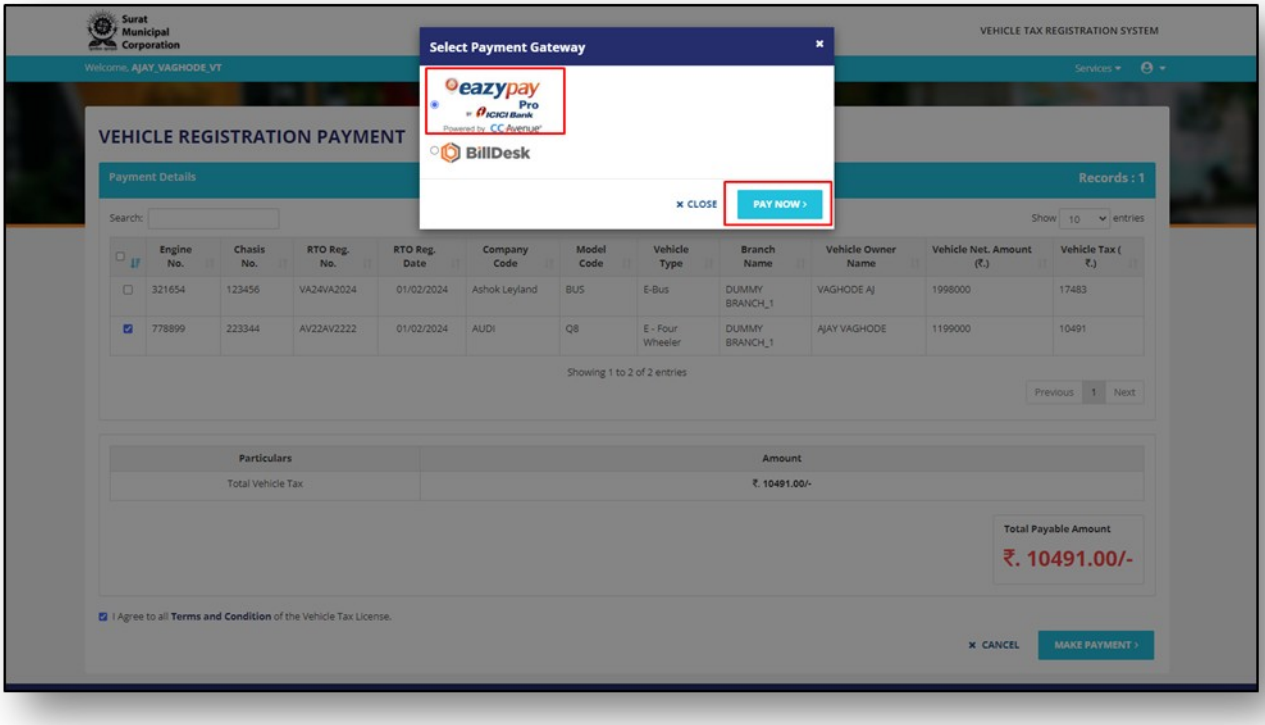

Figure.21

Online Vehicle Registration Tax

Step 9: Once Payment Success Done it will redirect on below page with SUCCESS status. (Click on PRINT RECEIPT button it will open your actual Receipt in PDF format)

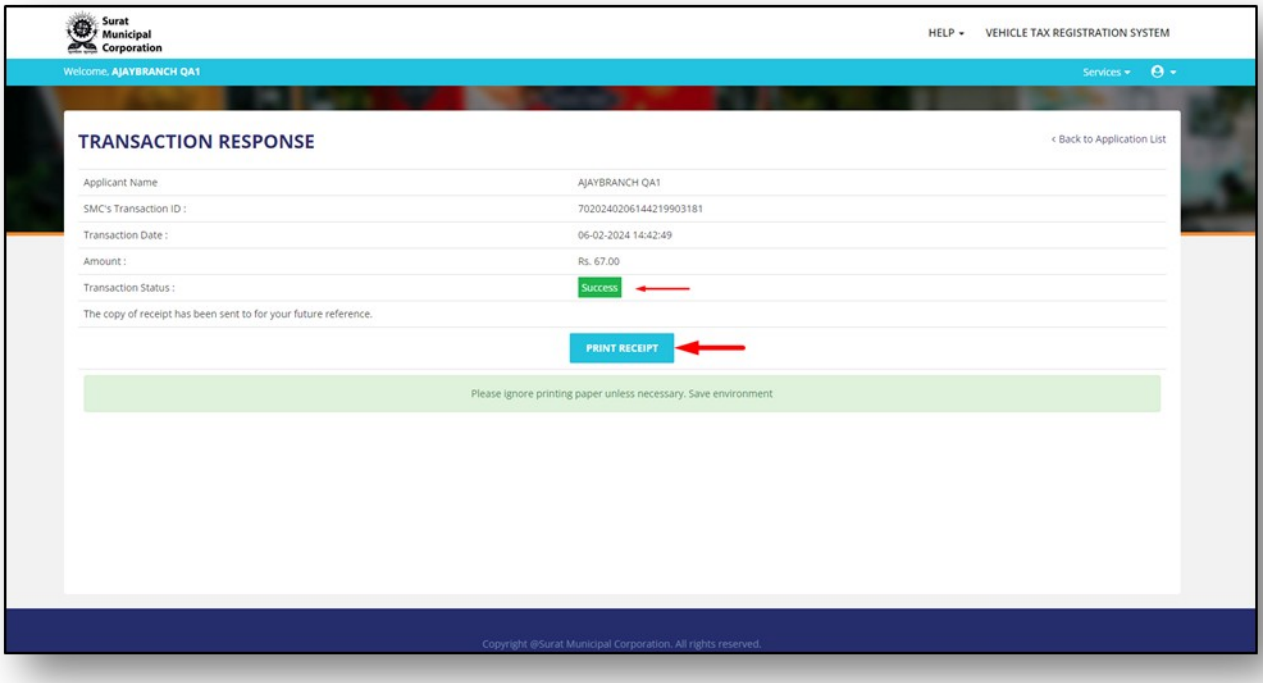

Figure.22

Online Vehicle Registration Tax

Step 10: Once Payment failed it will redirect on below page with FAILED status.(Click on the TRY AGAIN button user can again try to pay)

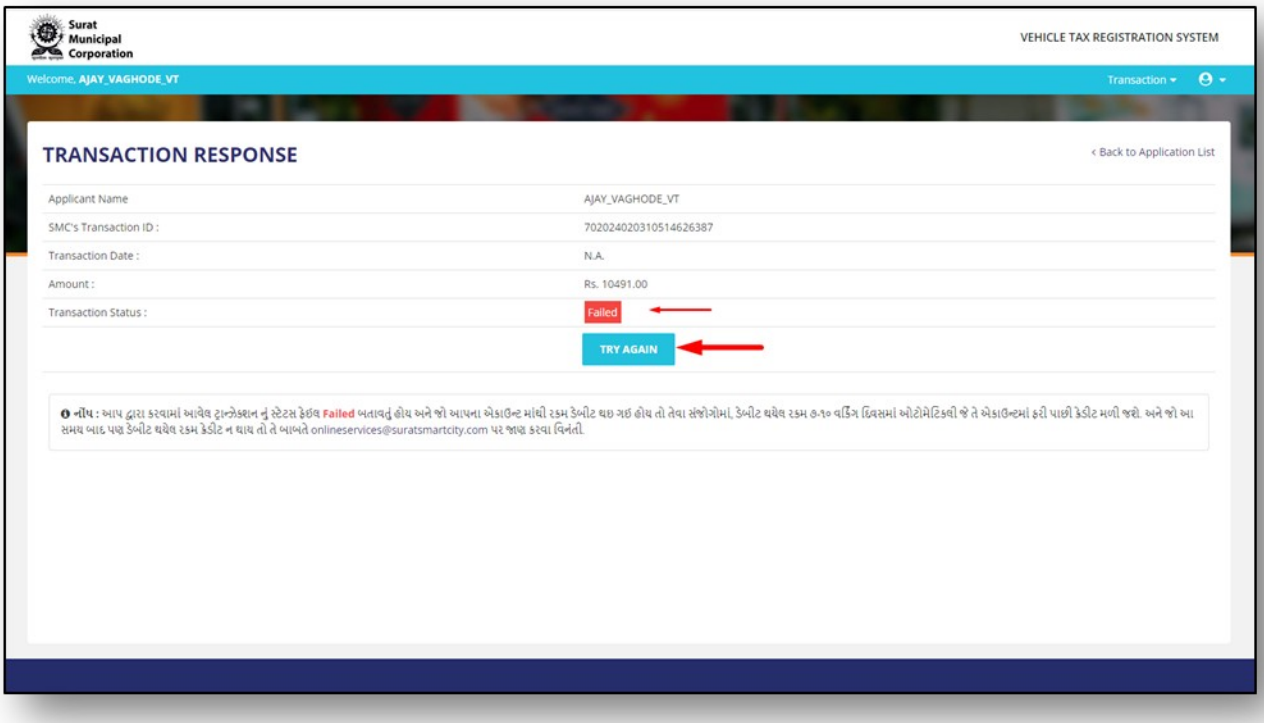

Figure.23

User Manual for

PAYMENT TRANSACTION STATUS

Online Vehicle Registration Tax

Step 1: Click on "PAYMENT TRANSACTION STATUS" sub menu.

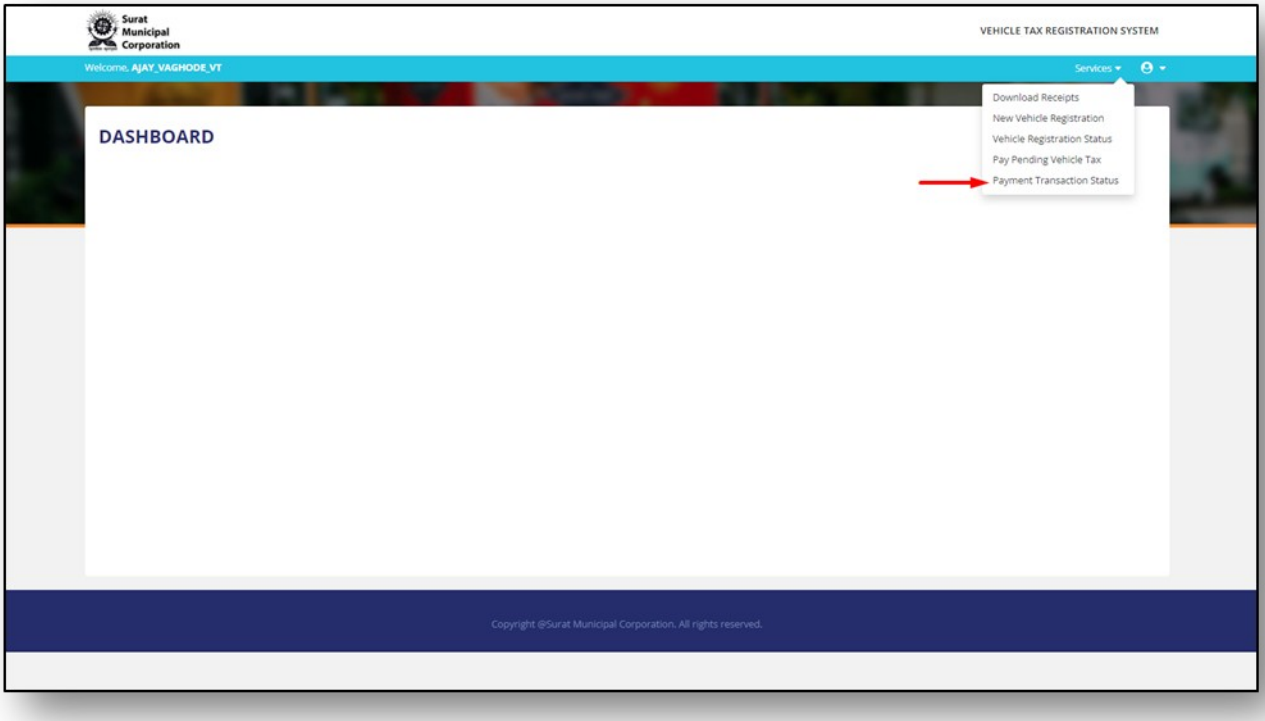

Figure.24

Online Vehicle Registration Tax

Step 2: It will redirect on RECENT TRANSACTION listing page. (It will display all SUCCESS Transactions as same as below)

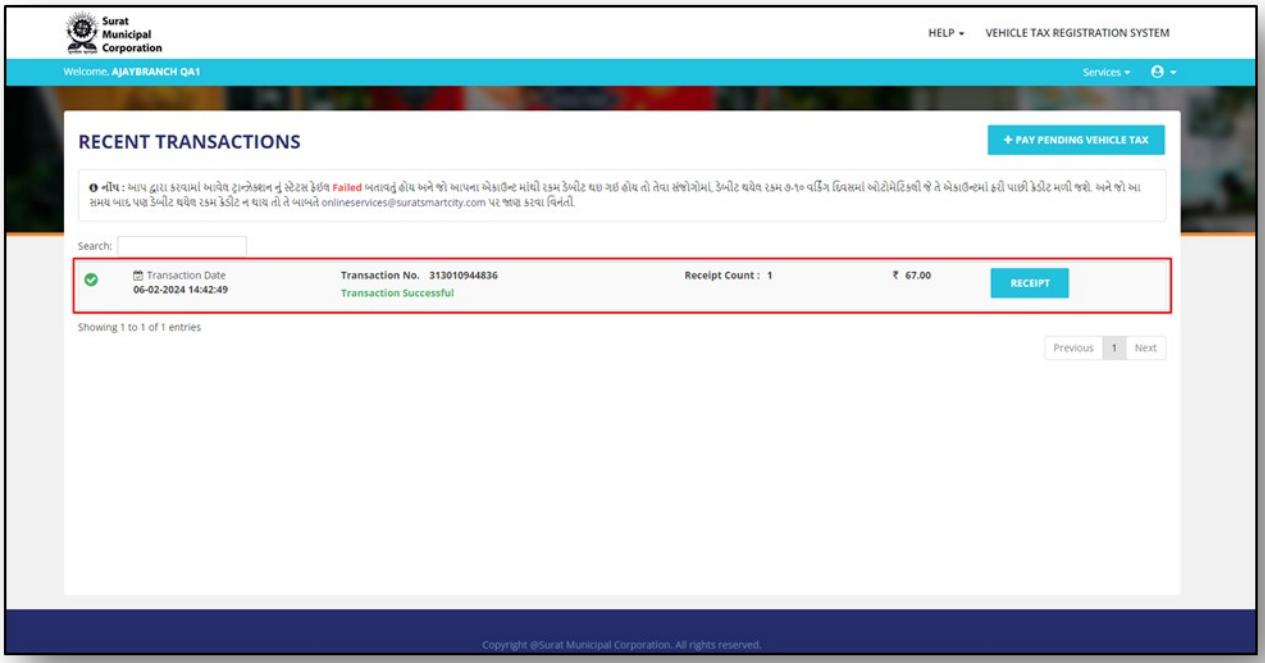

Figure.25

Online Vehicle Registration Tax

Step 2.1: It will redirect on RECENT TRANSACTION listing page. (It will display all FAILED Transactions as same as below)

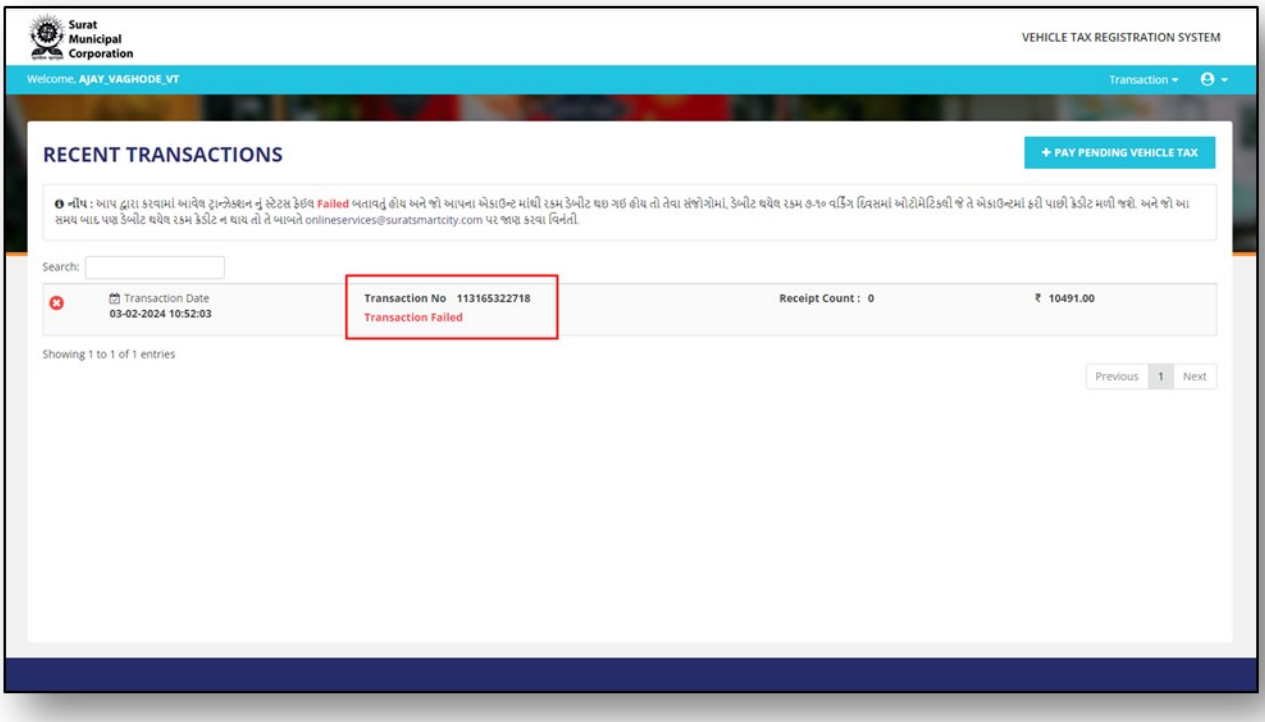

Figure.26

Online Vehicle Registration Tax

Step 3: Click on “RECEIPT” button and it will display your Paid Receipt page.

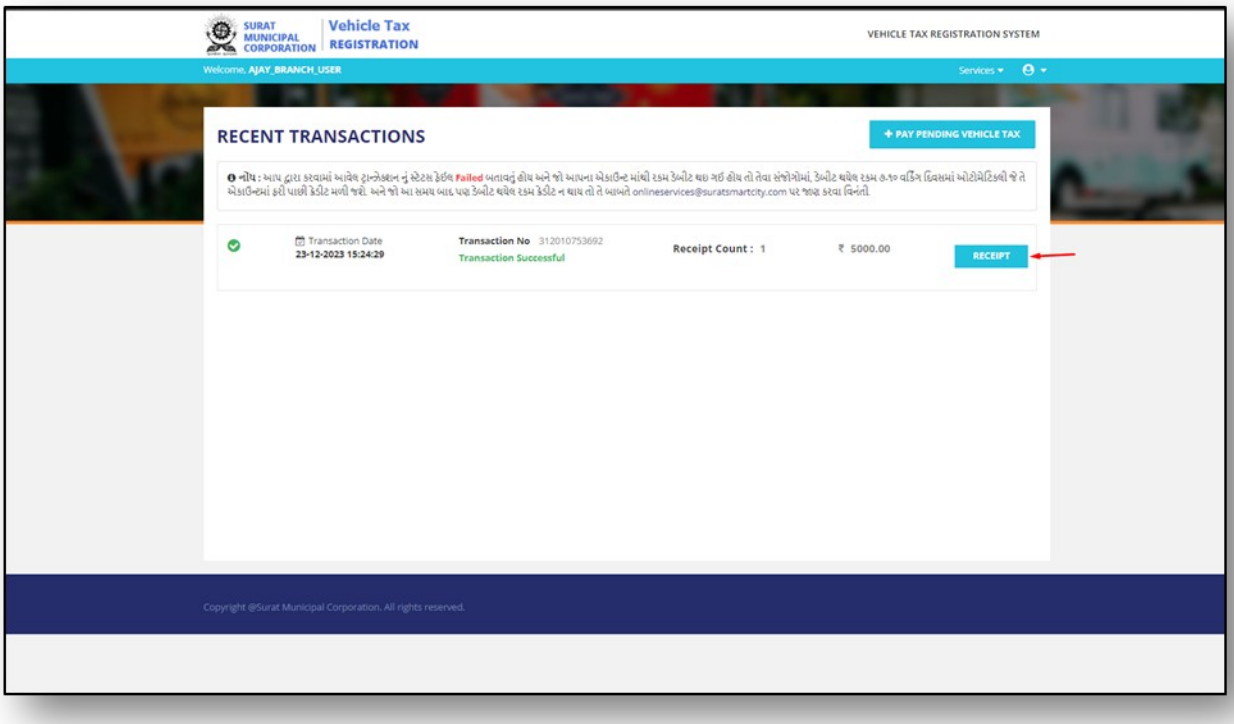

Figure.27

Online Vehicle Registration Tax

Step 4: Click on "RECEIPT" button and it will display your receipt in PDF format with QR CODE as below.

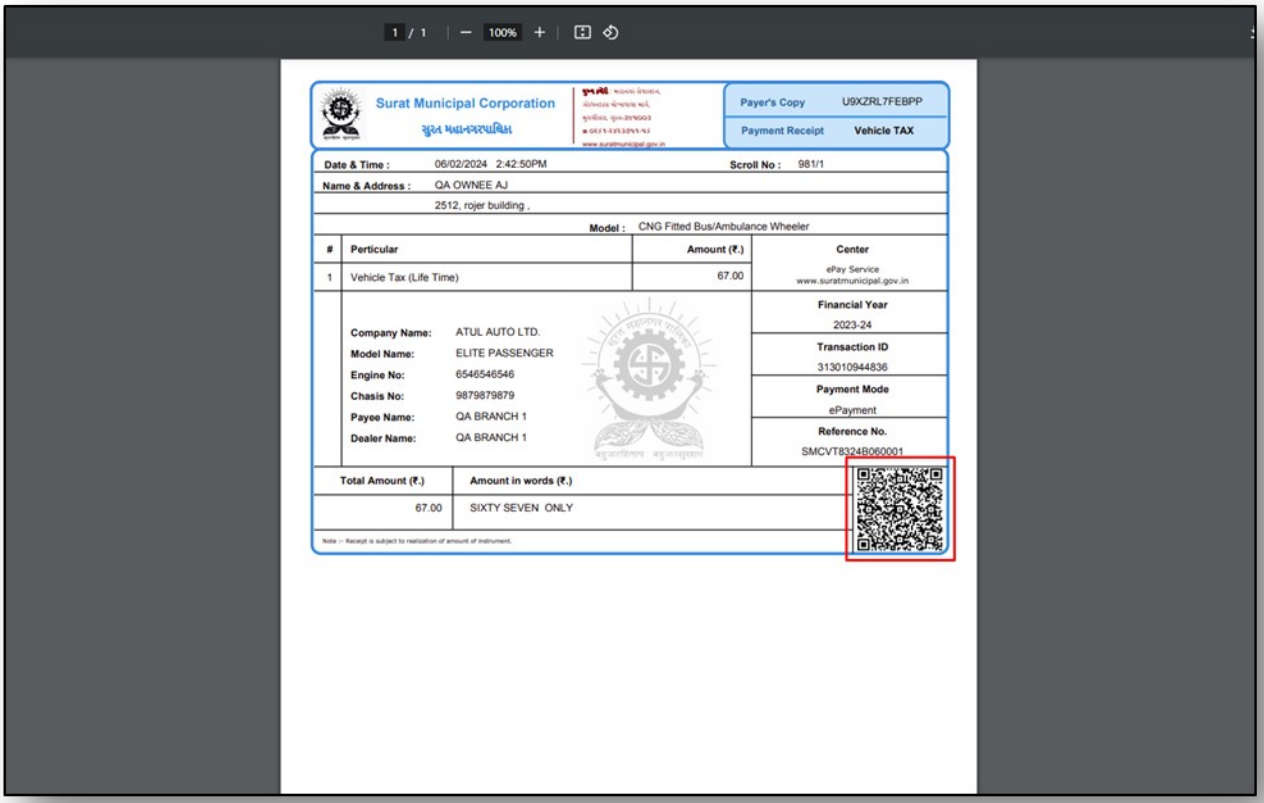

Figure.28

User Manual for

DONWLOAD RECEIPTS

Online Vehicle Registration Tax

Step 1: Click on "DONWLOAD RECEIPTS" sub menu.

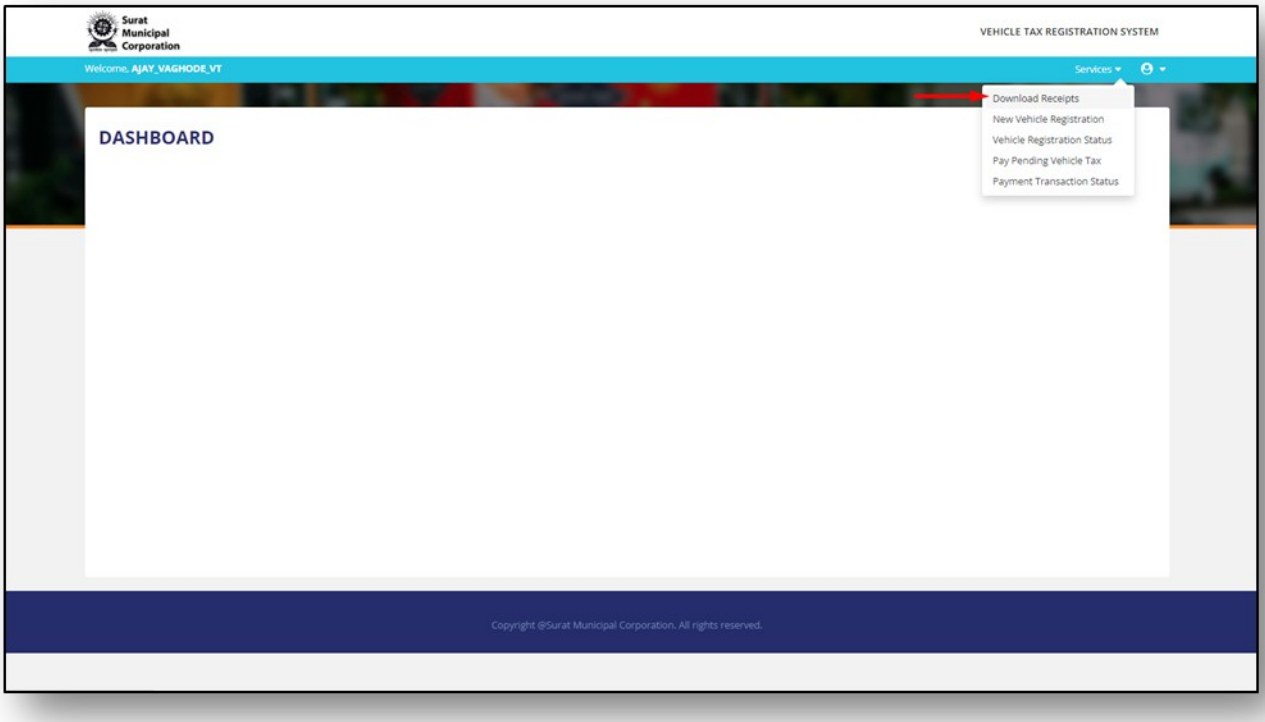

Figure.29

Online Vehicle Registration Tax

Step 2: It will display Receipts list page as below.

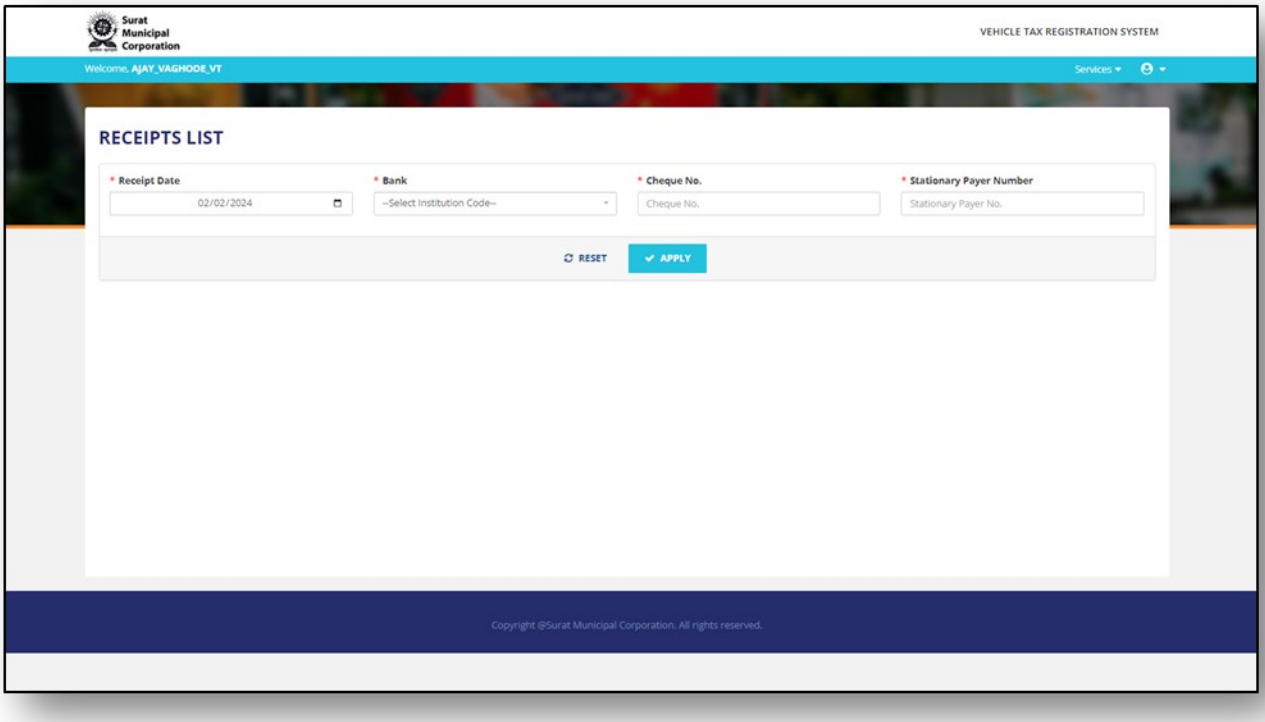

Figure.30

Online Vehicle Registration Tax

Step 3: Select “Receipt Date” and other filter values as per need and click on “APPLY” button. It will display all Receipt listing pages.

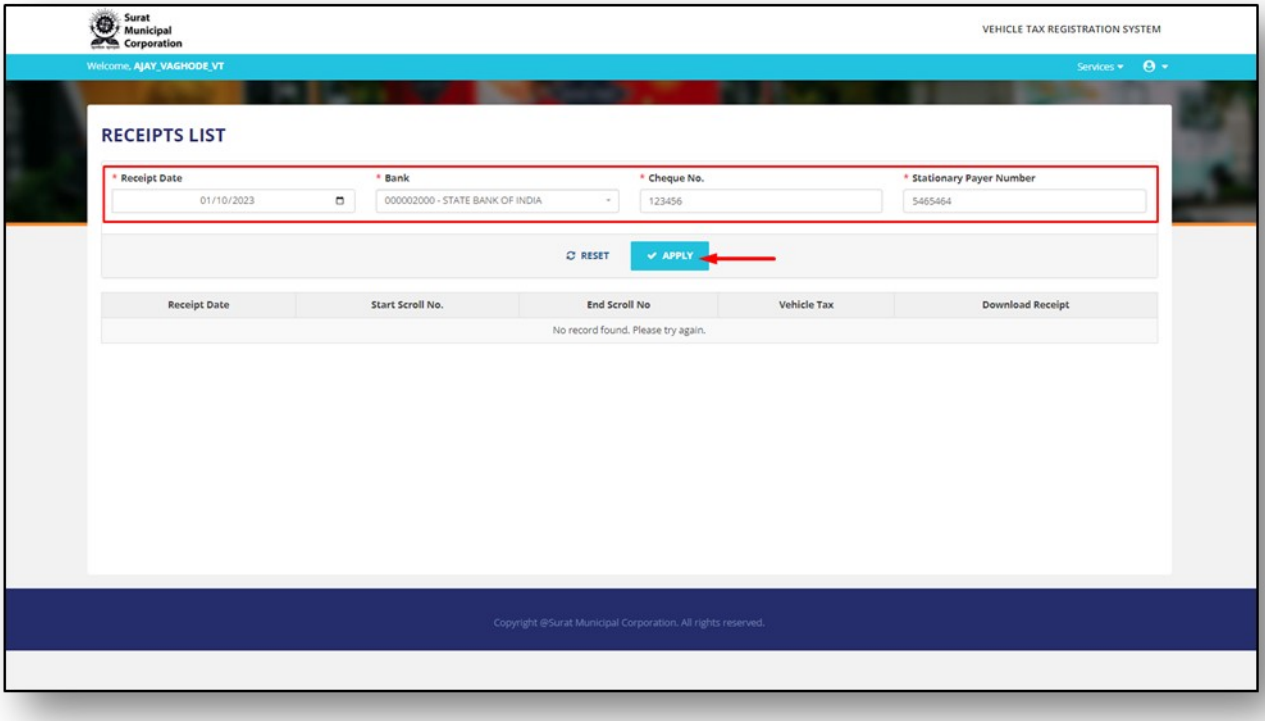

Figure.31