

How To Use Digilocker While Registering For New Tap/Borewell Connection

Dear Users, you can now use DigiLocker while registering for new **Tap/Borewell connection**. For this, firstly you have to download all the documents required (Aadhar card, driving License, Sale/Gift Deed, Power Development Bill, etc) in your DigiLocker account after that you can get those documents easily in **jkphedwaterbilling** account. Below is the process for Registering with DigiLocker:-

1. Go to <https://jkphedwaterbilling.com/> →New User Registration→Enter Name, Email-ID & Phone number.
2. After entering the above details an OTP goes to your mentioned email id. Enter the OTP and Click on Register button.
3. After Registration Go to →Consumer Login →Enter same email & password→Login.
4. After login there will be three options:-
 - a) Consumer already Exists
 - b) Apply for new Tap Connection
 - c) Apply for new Bore Connection.
5. Click on Apply for new Tap or Bore connection
6. There you will see Two options
 - a) Using DigiLocker
 - b) Manual
7. By Clicking on Using Digilocker you don't need to upload the documents it will come automatically if those documents are available in your Digilocker account.
8. Enter your Aadhar Number and Click on Get data, the page redirects you to Digilocker. Enter your DigiLocker username and password and click on Allow button.
9. Once you complete Step 8 you don't need to upload the documents. They will come automatically.
10. Select the documents required and complete your process for applying the connection.

• **Note:-** Only select those documents that are required for new connection such as:-

a) Proof Of Identification:- Driving License/Passport/Govt issued ID Card

b) Proof of ownership:-

1. Allotment Order of Housing Board/Department Authorities
2. Building Permission by Municipality
3. Revenue Extract of Land
4. Sale/Purchase/Gift Deed of house Land
5. Rent Deed of Tenants
6. Power Development Bill

NOTE:- If above documents are not available on **DigiLocker** then Click on **Manual mode** (from Step 6) and upload the documents manually.