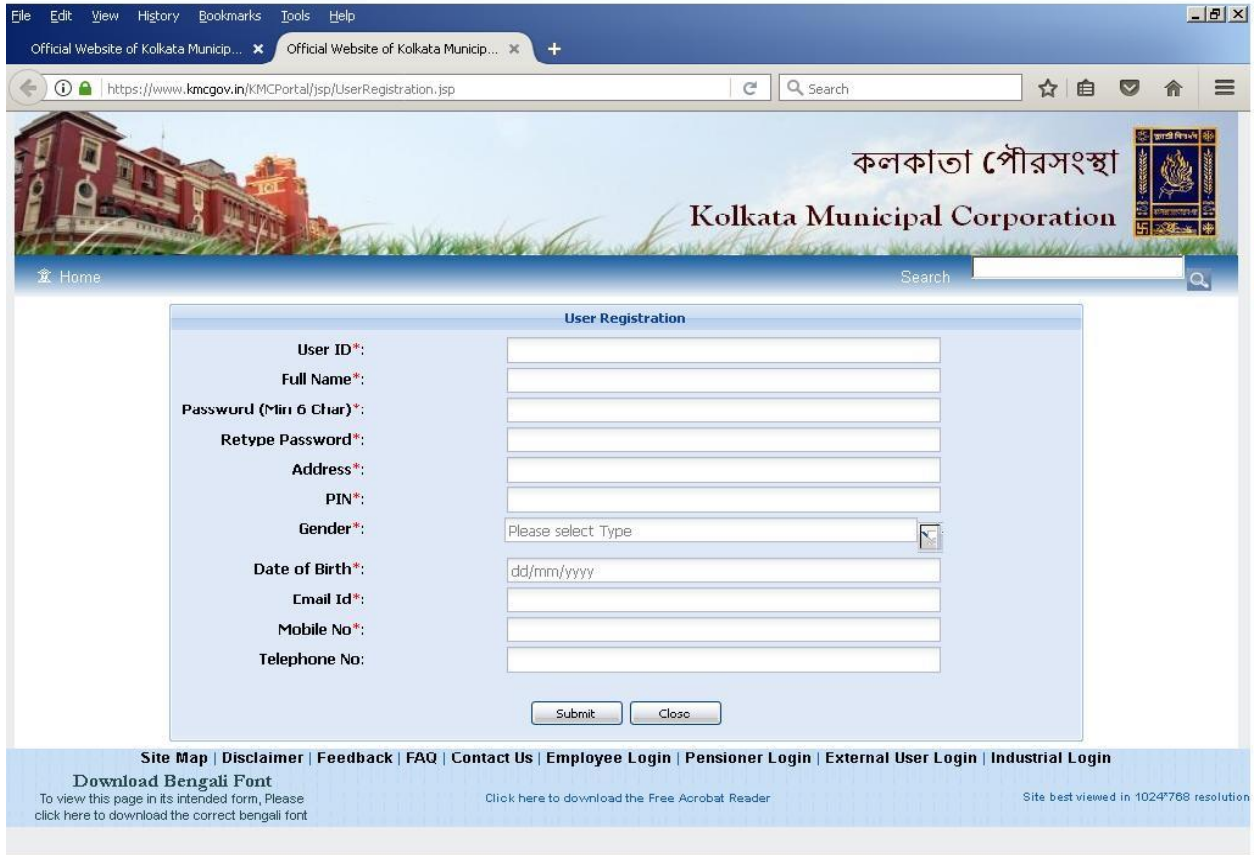


## Online Application For Amusement Casual /Annual Permission

### New Issue/ Renew Manual

**Step-1:** User Registration required for first time users to Apply for New Amusement Casual /Annual Permission.

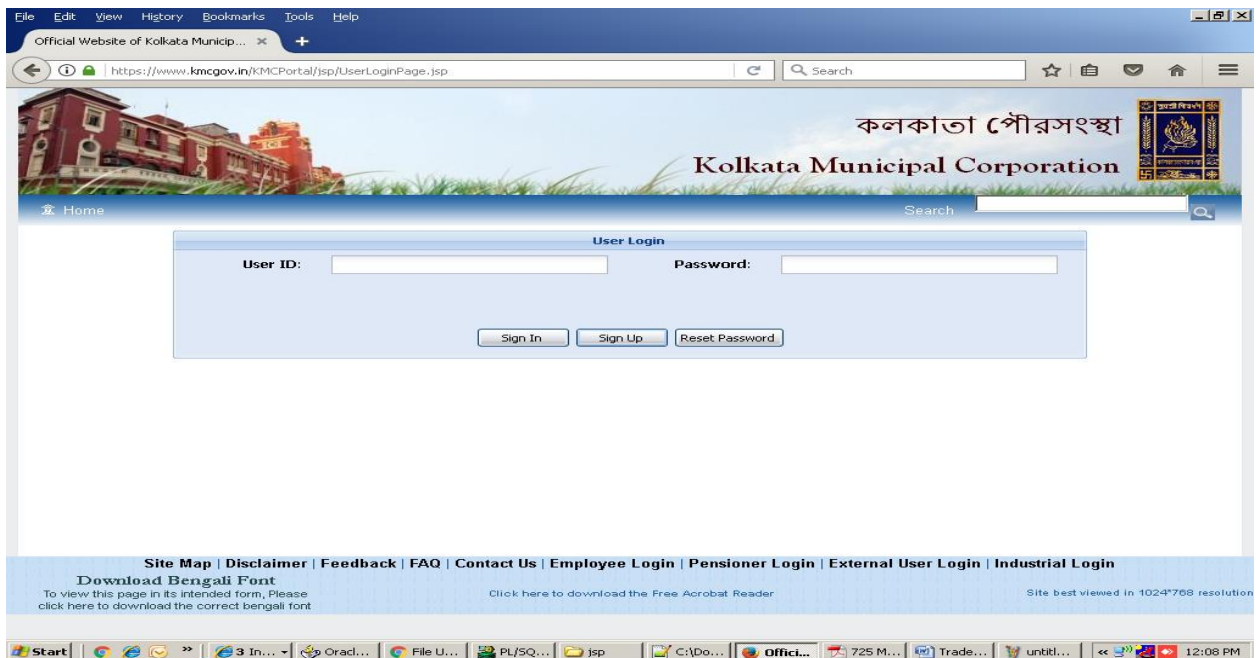


The screenshot shows the Kolkata Municipal Corporation website's user registration page. The browser address bar displays the URL: <https://www.kmcgov.in/KMCPortal/jsp/UserRegistration.jsp>. The page header includes the Kolkata Municipal Corporation logo and name in Bengali and English. The main content area features a "User Registration" form with the following fields:

- User ID\*:
- Full Name\*:
- Password (Min 6 Char)\*:
- Retype Password\*:
- Address\*:
- PIN\*:
- Gender\*:
- Date of Birth\*:
- Email Id\*:
- Mobile No\*:
- Telephone No:

At the bottom of the form are "Submit" and "Close" buttons. The footer contains navigation links: Site Map | Disclaimer | Feedback | FAQ | Contact Us | Employee Login | Pensioner Login | External User Login | Industrial Login. It also includes a "Download Bengali Font" section and a link to download the Free Acrobat Reader.

**Step-2:** Login with Using External Login Id and Password.



The screenshot shows the Kolkata Municipal Corporation website's user login page. The browser address bar displays the URL: <https://www.kmcgov.in/KMCPortal/jsp/UserLoginPage.jsp>. The page header is identical to the registration page. The main content area features a "User Login" form with the following fields:

- User ID:
- Password:

At the bottom of the form are "Sign In", "Sign Up", and "Reset Password" buttons. The footer is identical to the registration page, including navigation links and download information.

## Online Casual Amusement Application Registration -Casual Show

**Step-1:**After Login, go to Online Casual Amusement Application Registration -Casual Show under Amusement Menu. Applicants fill up the Application with required attachments (Minimum Two, i.e., Hall Booking Permission and Identity Proof Document).

KYC	
Assessment	➤
e-Mutation	➤
Licence	➤
Water Supply	➤
<b>Amusement</b>	➤
Birth	➤
Drainage	➤
UAA SAF Submission	
Assessee Dashboard	
SAF submission extension upto 31.03.2019	
Building	➤

Help For Online Application of Amusement Fees
Online Casual Amusement Application Registration -Casual Show
Online Application Search Status of Amusement Fees
Reprint e-Receipt
Online Annual Amusement Permission Registration

**Step-2:** Following Documents shall be uploaded as attachments for any social/Commercial event(s) organize(s) by any organization/institution/any party/person/ Establishment.

Only two documents are required to be submitted. (All copies shall be self-attested)

(A) HALL BOOKING PERMISSION.

(B) Any Photo ID issued by Govt. (EPIC/ AADHAAR /DRIVING LICENCE /PASSPORT etc.) as ID proof and as proof of residence.

**(i) Identity proof documents:** Any Photo Identity Documents (EPIC/ AADHAAR /DRIVING LICENCE /PASSPORT etc.) issued by Government authority as Identity proof as well as proof of residential proof of applicant.

**(ii) Proof of Hall Booking:**

# Online Application For Amusement Casual Permission

Application For Amusement Permission under Section 422(read with section 543) of the KMC Act. 1980

## Applicant and Event Information

Application For Financial Year: *	<input type="text" value="2021-2022"/>	
Party's Establishment Name *	<input type="text"/>	
Venue Name	<input type="text"/>	
Assessee No	<input type="text"/>	
Street Name *	<input type="text"/>	
Event Address	<input type="text"/>	
Event Pincode *	700 - <input type="text"/>	
		Ward * <input type="text"/>
		Premises No * <input type="text"/>

## Applicant Details

Applicant Name *	<input type="text"/>	
Applicant Address1 *	<input type="text"/>	<a href="#">SAME ADDRESS</a>
Applicant Address2	<input type="text"/>	
Applicant Pincode *	<input type="text"/>	Applicant Contact No * <input type="text"/>
Applicant Id Type *	<input type="text" value="Select"/>	Applicant Id No * <input type="text"/>

## Applicant Event Timing

Start Date (dd/mm/yyyy) *	<input type="text"/>		End Date (dd/mm/yyyy) *	<input type="text"/>	
Start Time *	<input type="text"/>	: <input type="text"/>	: <input type="text"/>	AM	▼

## Category selection

Event Narration *	<input type="text"/>	
Event Category *	<input type="text" value="CASUAL SHOW"/>	
		<input type="text" value="SubCategory"/>

## Demand Information




### Parameters


Sub Category	Parameter
<input type="checkbox"/> CASUAL SHOW AT LISTED VENUE	SHOW <input type="text"/>
<input type="checkbox"/> SHOW WITH PROJECTION AT LISTED VENUE	SHOW <input type="text"/>
<input type="checkbox"/> DIRECT TRANSMISSION TO ELECTRONIC MEDIA FROM A SHOW	SHOW <input type="text"/>
<input type="checkbox"/> CASUAL SHOW (UPTO 1200 SEATS-NON AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> CASUAL SHOW (UPTO 1200 SEATS-WITH AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> CASUAL SHOW WITH PROJECTOR (UPTO 1200 SEATS-NON AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> CASUAL SHOW WITH PROJECTOR (UPTO 1200 SEATS-WITH AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> LATE NIGHT SHOW(UPTO 1200 SEATS-NON AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> LATE NIGHT SHOW(UPTO 1200 SEATS-WITH AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> LATE NIGHT SHOW WITH PROJECTOR (UPTO 1200 SEATS-NON AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> LATE NIGHT SHOW WITH PROJECTOR (UPTO 1200 SEATS-WITH AC)	SEAT <input type="text"/> SHOW <input type="text"/>
<input type="checkbox"/> CASUAL SHOW (1201 TO 1499 SEATS-NON AC)	SEAT <input type="text"/> SHOW <input type="text"/>

The above information is true to the best of my knowledge and in case of any deviation/ violation KMC will have all rights to initiate action against me/my organization as per KMC Act/Rules/Regulations.

I Agree

**Step-3:** Before submitting the Application, Documents shall be uploaded as attachments by clicking Upload Attachment button.

**Step-4:** Fill up all mandatory fields (e.g, Party' s Establishment Name, Event Address, pincode, Assessee No  or Ward No & Street Name , Venue Name  Applicant Name, Address, Pincode, Contact No, Applicant Id Type, Id Number, Event Application Date & Time).

(Choose proper Event Category , then Click on Sub Category button for Sub-Category Selection and fill up SEAT/SHOW/DAY before submit the Application, Rates are applicable as per Schedule).

**Step-5:** After clicking Submit, wait until application is accepted & note Application No/Request No. with Real time generated Demand No & year.

**Step-6:** Go to Online Application Search Status for Amusement Fees with Application No, Print Demand first and then make Online Payment and Print e-Receipt. The payment receipt so obtained is Payment receipt cum Amusement Permission.

(In case Print out of e-Receipt is not obtained, go to Re-Print e-Receipt with Date Range and permission No with First Permission Year and take the print out.).

**NOTE:** New Demand for Amusement Casual Permission lying unpaid for 7(Days) days will expire automatically and the applicant has to apply afresh.

## Online Annual Amusement Permission Registration

**Step-1:**After Login, go Online Annual Amusement Permission Registration under Amusement Menu. Applicants fill up the Application with existing C.E (Certificate of Enlistment) Number.


KYC	
Assessment	▶
e-Mutation	▶
Licence	▶
Water Supply	▶
<b>Amusement</b>	▶
Birth	▶
Drainage	▶
UAA SAF Submission	
Assessee Dashboard	
SAF submission extension upto 31.03.2019	
Building	▶

Help For Online Application of Amusement Fees
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**Step-2:** Enter Certificate of Enlistment No 

**NOTE:** C.E No is made Mandatory for Annual Amusement Permission. If not obtained yet, Please obtain it and then proceed again.

**Step-3:** Fill up all mandatory fields (e.g, Party's Establishment Name, Contact No, Applicant Id Type, Id Number).

(Choose proper Event Category , then Click on Sub Category button for Sub-Category Selection and fill up SEAT/SHOW/DAY before submit the Application, Rates are applicable as per Schedule).

**Step-4:** After clicking Submit, wait until application is accepted & note Application No/Request No. with Real time generated Demand No & year.

**Step-5:** Go to Online Application Search Status for Amusement Fees with Application No, Print Demand first and then make Online Payment and Print e-Receipt. The payment receipt so obtained is Payment receipt cum Amusement Permission.

(In case Print out of e-Receipt is not obtained, go to Re-Print e-Receipt with Date Range and permission No with First Permission Year and take the print out.).

**NOTE:** New Demand for Amusement Annual Permission lying unpaid for 30(Days) days will expire automatically and the applicant has to apply afresh.

# Online Application For Amusement Annual Permission

Application For Amusement Permission under Section 422(read with section 543) of the KMC Act. 1980

## Applicant and Event Information

Application For Financial Year: \*  C.E No is made Mandatory for Annual Amusement Permission.  
Certificate of Enlistment No \*  If not obtained yet, Please obtain it and then proceed again.

Party's Establishment Name   
Assessee No   
Street Name   
Event Address   
Event Address2

Ward \*   
Premises No \*   
Event Pincode \* 700 -

## Applicant Details

Applicant Name   
Applicant Address1   
Applicant Address2   
Applicant Pincode   
Applicant Id Type \*

Applicant Contact No. \*   
Applicant Id No \*

## Applicant Event Timing

CE Date \*   
Trade Nature

## Category selection

Event Narration \*   
Event Category \*

## Demand Information

### Parameters

Sub Category	Parameter
<input type="checkbox"/> CYBER CAFE	SCREEN <input type="text"/>
<input type="checkbox"/> CABLE OPERATOR	
<input type="checkbox"/> VIDEO EDITING CENTRE	
<input type="checkbox"/> COMPUTER TRAINING CENTRE	COMPUTER <input type="text"/>
<input type="checkbox"/> CALL CENTRE	COMPUTER <input type="text"/>
<input type="checkbox"/> AMUSEMENT AT AMUSEMENT/ENERGY/TECHNOLOGY PARK	
<input type="checkbox"/> INTERNET/INFORMATION TECHNOLOGICAL SERVICE	SCREEN <input type="text"/>
<input type="checkbox"/> BROADBAND SERVICE PROVIDER	

The above information is true to the best of my knowledge and in case of any deviation/ violation KMC will have all rights to initiate action against me/my organization as per KMC Act/Rules/Regulations.

I Agree

## **For Online Application Search Status of Amusement Fees**

Give **Request No (e.g. Application Number)** for Searching & Viewing Current Status of Application. Applicant can pay the Current Unpaid Demand from here.

### Online Application Search Status of Amusement Fees

Request Id	Demand No	Demand Amo...	Venue Name	Event Name
P2021	(2021)	1000.00	PEERLESS INN(JASMINE)	FEES FOR PERMISSH

Net Amount (Rs) : 1000

## **For Online Payment (For Amusement Permission)**

Under the Online services → Amusement → Make Online Payment → Give Existing/New Demand/Permission for Renew/Casual/New Permission Number with Contact Number, Email Id → Search → Pay

## **For Viewing Online UnPaid Demand Amount for Current Financial Year**

Online services → Amusement → Check Demands Payable → Give Existing/New Demand/Permission Number with First Permission Year → Search

## **Reprint e-Receipt (Only for e-Payment Amusement Permission)**

Online services → Amusement → Reprint e-Receipt → Give Existing/New Demand/Permission Number with Date Range → Search