

**GOVERNMENT OF ANDHRA PRADESH**

**OFFICE OF THE COMMISSIONER AND INSPECTOR  
GENERAL OF REGISTRATION AND STAMPS, A.  
P., VIJAYAWADA,**

**CIRCULAR No: CARD -HM/SM- 1/2023, Dated: 31/12/2022**

**Sub :** Registration and Stamps Dept. – CARD Project – Software Applications for registration of marriages under Hindu Marriage Act, in 1955 and the Special Marriage Act, 1954- Launched on 01-01-2023 – Registration of marriages only through software modules – Instructions issued – Reg.

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Registration and Stamps Department registers marriages under the Hindu Marriage Act, 1955 and the Special Marriage Act, 1954. Until now the process of registering marriages was done manually. Now a software modules have been developed for registration of marriages under the Acts and was tested by Marriage Registrars in the state and having satisfied with the performance of the applications the two modules are being launched on 02-01-2023 in the portal of the department ([registration.ap.gov.in](http://registration.ap.gov.in)). From 02.01.2023 onwards the registration of marriages shall be processed only through the software modules by the marriage registrars in the state. The Registered number of marriage starts from 1 of 2023 which is automatically generated by the module. No manual application shall be entertained. The application forms will be filled by the parties online through the respective modules and upload all the required documents through the modules. The parties also

book the slot and visit the office . In case any walk in marriage application ,the registrar shall help/guide the parties by filling the required application form and scan the supporting documents in the online module provided till the system stabilises.

The Hindu Marriage application will be generated by the module and the marriage registrar has to take a printout of the same, obtain signatures of the parties and witnesses on the application and shall upload the scanned image of the same through the module. A marriage certificate will be generated and the marriage registrar shall print it, affixes signature and seal and issues to the parties. No manual marriage register need be maintained. Extracts of marriage register and copies of supporting documents can be retrieved from the database and certified copies of the same can be issued to the parties as and when applied for.

Under the Special Marriage Act, 1954, the notices under Section 8 under Section 16 shall be filled by the parties online and will be submitted to the marriage registrar concerned. The marriage registrar shall take required printouts from the module and takes further action as per the procedure. Sending notices to the authorities and receiving intimation regarding publication of the notices from them is also automated.The marriage declaration and the marriage certificate are automatically generated. Copies of documents can be retrieved from the database and certified copies can be issued to the parties as and when applied for.

The payment of the requisite fee under both the Acts will be done through CFMS portal online with the help of CFMS payment gateway As detailed in the online application. The fee can also be paid at the Sub Registrar office in case of any

difficulty on payment through CFMS portal.

The User manuals are transmitted herewith. All the District Registrars, Sub-Registrars in the state are directed to widely publicise the user manual and procedure for the online application and slot booking. The receipt of Circular must be acknowledged forthwith.

V Rama Krishna

Commissioner and Inspector General of Registration and Stamps, A. P., Vijayawada.

To

All Deputy Inspectors General (R&S) in the State.

All the District Registrars in the State.

All the Sub-Registrars in the state through District Registrar concerned.

Copy to All the officers and

All the Superintendents in the C&IG R&S office. Copy to NIC

Copy to CFMS

Copy to stock file.