



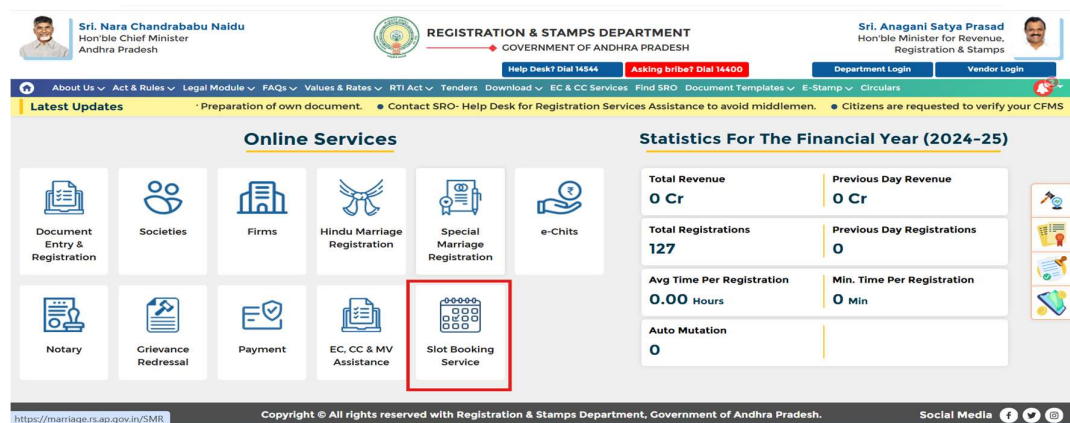
USER MANUAL FOR SLOT BOOKING SERVICE

GOVERNMENT OF ANDHRA PRADESH
REGISTRATION AND STAMPS DEPARTMENT
VIJAYAWADA (2025)

PUBLIC SLOT BOOKING SERVICE AT WEBSITE

Step 1: Accessing the Portal

1. Open a web browser and go to <https://registration.ap.gov.in/igrs>.
2. The user will be navigated to the **landing page**.
3. Click on the **Slot Booking Service** button.



Step 2: Navigating to the Document Registration Page

1. After selecting the **Slot Booking Service** option, the user is redirected to the **"Now Document Registration Process Made Easy"** page.
2. Select the **Sub-Registrar Office (SRO) / RO office** from the drop-down menu.
3. For SRO there are 39 slots, and for RO there are 79 slots
4. Click on the **Book a Slot** button.



Sri. Nara Chandrababu Naidu
Hon'ble Chief Minister
Andhra Pradesh



REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

Sri. Anagani Satya Prasad
Hon'ble Minister for Revenue,
Registration & Stamps



Help Desk? Dial 14544

Asking bribe? Dial 14400

Department Login

Vendor Login

About Us Act & Rules Legal Module FAQs Values & Rates RTI Act Tenders Download EC & CC Services Find SRO Document Templates E-Stamp Circulars

Now Document Registration Process Made Easy

Follow the steps:

- Schedule a slot through the Public Data Entry (PDE) or scan the QR code at the SRO.
[పబ్లిక్ డేటా ఎంట్రీ (PDE) ద్వారా స్లాట్ ను షెడ్యూల్ చేయండి లేదా SRO వద్ద QR కోడ్ ను స్కాన్ చేయండి.]
- Enter the required details and book the slot.
[అవసరమైన వివరాలను నమోదు చేసి, స్లాట్ ను బుక్ చేసుకోండి.]
- Visit the SRO office for slot verification at the appointed time.
[నిర్దేశిత సమయంలో స్లాట్ ధృవీకరణ కోసం SRO కార్యాలయాన్ని సందర్శించండి.]
- Complete the registration process and collect the document.
[రిజిస్ట్రేషన్ ప్రక్రియను పూర్తి చేసి పత్రాన్ని సేకరించండి.]

SRO Wise Slot Booking

Select SRO *

SELECT ...

Book a Slot

Slot Booking Timings

S.No [క్రమ సంఖ్య]	Slot Booking Timings [స్లాట్ బుకింగ్ సమయాలు]	Each Slot Timing [ప్రతి స్లాట్ సమయం]	No. of Slots per Hour [గంటకు స్లాట్ల సంఖ్య]		Doc. Presentation Time at SRO [SRO వద్ద పత్రాల సమర్పణ సమయం]
			SRO	R.O	
1	10.30 AM - 11.30 AM	10 Mins	6	12	Starts at 10.30 AM and Ends At 11.30 AM
2	11.30 AM - 12.30 PM	10 Mins	6	12	Starts at 11.30 AM and Ends At 12.30 PM
3	12.30 PM - 1.00 PM	10 Mins	3	6	Starts at 12.30 PM and Ends At 1.00 PM
4	1.30 PM - 2.30 PM	10 Mins	6	12	Starts at 1.30 PM and Ends At 2.30 PM
5	2.30 PM - 3.30 PM	10 Mins	6	12	Starts at 2.30 PM and Ends At 3.30 PM
6	3.30 PM - 4.30 PM	10 Mins	6	12	Starts at 3.30 PM and Ends At 4.30 PM
7	4.30 PM - 5.30 PM	10 Mins	6	12	Starts at 4.30 PM and Ends At 5.30 PM

Visitors: 118173

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Social Media

Step 3: Slot Booking and Scanning Page

- The user is navigated to the Slot Booking – Scanning Page.
- Select the desired date and click on Show Slots.
- Slot booking is displayed on a day-by-day basis.
- Users can book slots up to 15 days from the current date.
- Available slots for the selected date will be displayed for selection.
- A pop-up window appears prompting the user to enter the Application ID.
- Enter the Application ID and click on the Verify button.

Sri. Nara Chandrababu Naidu
Hon'ble Chief Minister
Andhra Pradesh

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

Sri. Anagani Satya Prasad
Hon'ble Minister for Revenue,
Registration & Stamps

+91 9121106359 | helpdesk-it[at]grs[dot]ap[dot]gov[dot]in

Sub Registrar Office : ADDANKI

Slot Booking Scanning Page

District Registrar Office (జిల్లా రిజిస్ట్రార్ కార్యాలయం) *
BAPATLA

Sub Registrar Office (సబ్ రిజిస్ట్రార్ కార్యాలయం) *
ADDANKI

Date (తేదీ) *
25-03-2025

Show Slots

Note:

- Each registration process time is 45 minutes long. For slot booking applications.
- Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.

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Sub Registrar Office : BAPATLA

Slot Booking Scanning Page

District Registrar Office (జిల్లా రిజిస్ట్రార్ కార్యాలయం) *
BAPATLA

Sub Registrar Office (సబ్ రిజిస్ట్రార్ కార్యాలయం) *
BAPATLA

Date (తేదీ) *
25-03-2025

Enter Application ID

Application ID *
2507251742800602

Verify

Note:

- Each registration process time is 45 minutes long. For slot booking applications.
- Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.

Step 4: Verification of Application ID

- If the **Application ID is invalid**, the user will receive an **error message**.
- If the **Application ID is valid**, the user is navigated to the **slot booking screen**.

Note:

- Available slots will be displayed in green color.
- Booked slots will be displayed in Red Color.

The screenshot shows a web application interface for the Registration & Stamps Department, Government of Andhra Pradesh. A modal window titled "Slot Booking" is open, displaying a form with the following fields:

- Application ID ***: 2507251742206924
- Payment From ***: CFMS (dropdown menu)
- Slot Time ***: 16:20-16:30
- Stamp Duty Challan No.**: (empty text field)
- Registration Challan No.**: (empty text field)
- User Charges Challan No. ***: 61020129432022


A blue "Submit" button is located at the bottom of the form. The background shows a grid of time slots, with the selected slot highlighted in blue.

- If the user selects **IGRS-PDE**, enter the **single challan number** in the Department Transaction ID field.
- If the user selects **Challan**, enter the following details:
 - **Stamp Duty (SD)**
 - **Registration Fee (RF)**
 - **User Charges (UC)**
- Click on the **Confirm** or **Submit** button to complete the slot booking process.


PUBLIC SLOT BOOKING USING THE PDE APPLICATION

Step 1: Accessing Slot Booking

1. Open PDE application
2. Click on the Book a Slot option.



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Last Login : 24-03-2025 18:11:34


SRIKANTH GADDA

[Back](#)




Create Document
[Data Entry & Document Generation]
[దస్తావేజులు]

You can create a new registration document of SALE / MORTGAGE / GIFT Deed by entering Buyer, Seller, Property Schedule and witness particulars. [నూతన పత్రానికి అతి తక్కువ వివరాలను పొందుపరచి (అనగా అమ్మకం దారు, కొనుగోలుదారు మరియు ఆస్తి వివరాలను పొందు పరచి), విక్రయం / తనఖా / దాన సాటిల్మెంట్ ముసాయిదా దస్తావేజులను మీరే తయారు చేసుకోవచ్చును.]



Make a Payment
[చెల్లింపులు]

You can make payment after the document is finished. [దస్తావేజు పూర్తయిన తర్వాత మీరు చెల్లింపు చేయవచ్చు.]




Book a Slot
[స్లాట్ బుకింగ్]

You can Book Slot to visit the Registration Office after the Document has Finished. [దస్తావేజు పూర్తయిన తర్వాత మీరు రిజిస్ట్రేషన్ కార్యాలయాన్ని సందర్శించడానికి స్లాట్‌ను బుక్ చేసుకోవచ్చు.]



Reports
[నివేదికలు]


You can take the reports like CHECK SLIP, ACKNOWLEDGMENT, SLOT BOOKING SLIP and FORM 60/61. [మీరు చెక్ స్లిప్, అకనూ లెఫ్టమెంట్, స్లాట్ బుకింగ్ స్లిప్ మరియు ఫారమ్ 60/61 వంటి నివేదికలను తీసుకోవచ్చు.]




Execution

Step 2: Navigating to the Slot Booking Page


1. The user will be redirected to the Slot Booking Page.
2. Select the application for which the slot needs to be booked.



Sri. Nara Chandrababu Naidu
Hon'ble Chief Minister
Andhra Pradesh



REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH



Sri. Anagani Satya Prasad
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+91 9121106359










helpdesk:it[at]grs[dot]ap[dot]gov[dot]in

Last Login : 24-03-2025 18:11:34

SRIKANTH GADDA

< Slot Booking List [స్లాట్ బుకింగ్ జాబితా]

Note: This color indicates that you need to authenticate your slot.

S.No. [క్రమ సంఖ్య]	Application ID [అప్లికేషన్ ID]	Document Type [దస్తావేజు రకం]	S.R.O [సబ్ రికార్డు ఆఫీసర్]	Execution Date [ప్రతిష్ఠాపన తేదీ]	Status [స్థితి]	Action [చర్య]
106	25061717363 68042	Sale Deed [విక్రయ దస్తావేజు]	KANKIPADU	08/01/2025	SUBMITTED	
107	25072517392 03774	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	10/02/2025	SYNCED	
108	250725174159 1567	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	10/03/2025	SYNCED	
109	250725174161 4619	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	10/03/2025	SYNCED	
110	25081017424 06259	Exchange [ప్రత్యా, మార్పిడి దస్తావేజు]	KANIGIRI	19/03/2025	DRAFT	
111	25072517427 52979	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	23/03/2025	SYNCED	
112	25072517427 54247	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	23/03/2025	SYNCED	
113	25072517427 94740	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	24/03/2025	SYNCED	
114	25072517428	Sale Deed [విక్రయ దస్తావేజు]	MACHERLA	24/03/2025	SYNCED	

3. Click on either:

- Action button – to proceed with booking.
- Reschedule button – to modify an existing booking.

Step 3: Proceeding with Slot Booking

- After clicking the Action button, the user will be redirected to the Slot Booking – Scanning Page.

The screenshot displays the 'Slot Booking Scanning Page' interface. At the top, there is a header with the names of the Hon'ble Chief Minister (Sri. Nara Chandrababu Naidu) and Hon'ble Minister for Revenue, Registration & Stamps (Sri. Anagani Satya Prasad), along with the 'REGISTRATION & STAMPS DEPARTMENT' logo and 'GOVERNMENT OF ANDHRA PRADESH'. Below the header, the page title 'Slot Booking Scanning Page' is shown on the left, and 'Sub Registrar Office : MACHERLA' is on the right. The main form area contains three input fields: 'District Registrar Office (జిల్లా రిజిస్ట్రార్ కార్యాలయం)' with 'PALNADU' entered, 'Sub Registrar Office (సబ్ రిజిస్ట్రార్ కార్యాలయం)' with 'MACHERLA' entered, and 'Date (తేదీ)' with '25-03-2025' entered. A blue 'Show Slots' button is located below these fields. A 'Note' section follows, stating: 'Each registration process time is 45 minutes long. For slot booking applications. Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.' At the bottom, a copyright notice reads: 'Copyright © All rights reserved with Registration & Stamps Department, Government of Andhra Pradesh.'

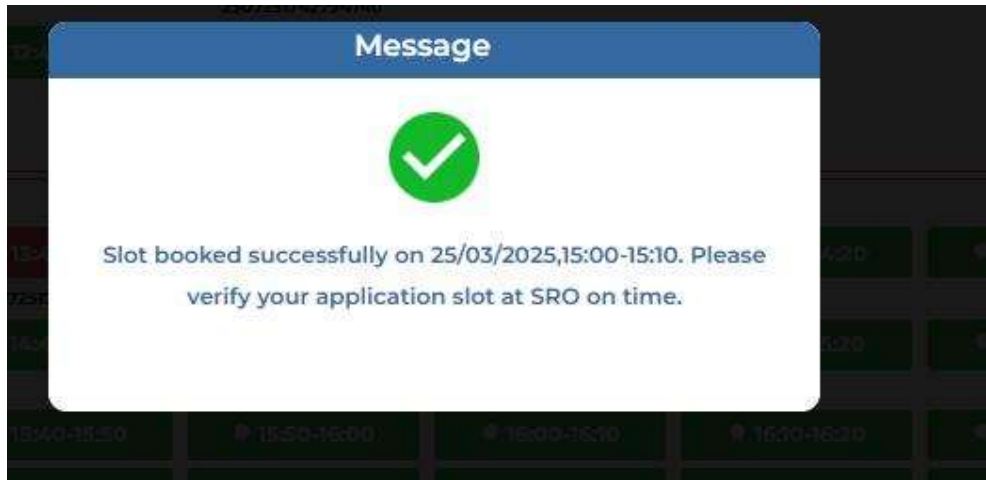
Step 4: Verification of Application ID

- Application is automatically displayed and click on Verify button

Step 5: Booking a Slot

- The user can now book a slot using Aadhaar OTP or Mobile OTP-based verification.

- Click on the **Confirm** or **Submit** button to complete the slot booking process.

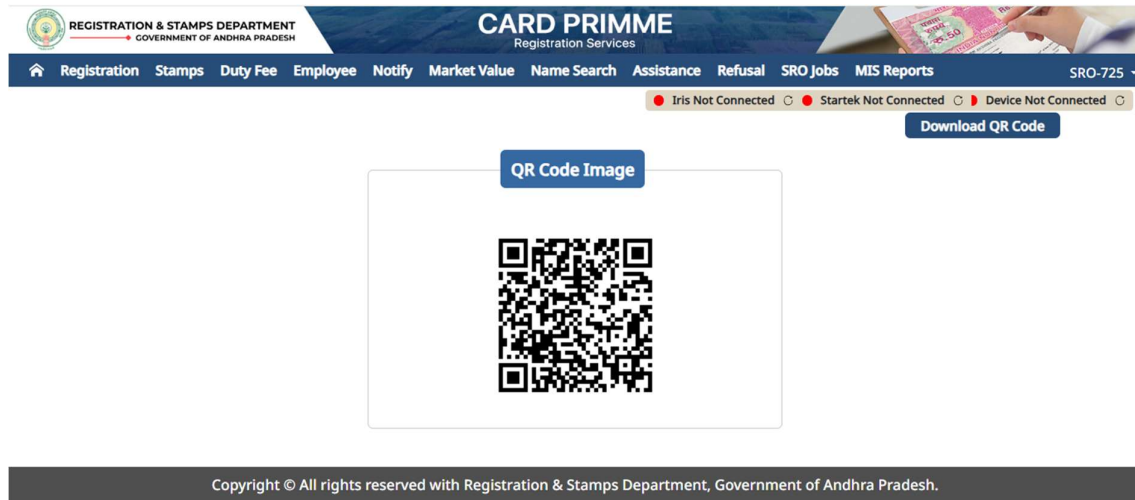


PUBLIC SLOT BOOKING AT SR OFFICE USING QR CODE

If the user wishes to book a slot through a QR code, they should follow the steps below:

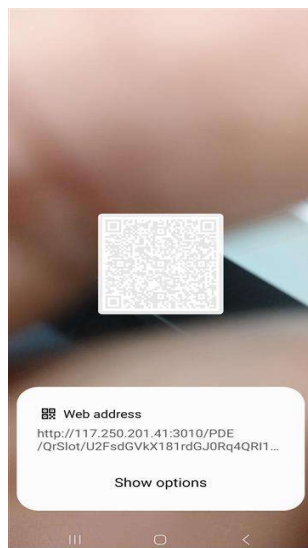
Step 1: Generate and Display the QR Code

- The QR code will be displayed, allowing the Sub-Registrar Office (SRO) to download or print it for public access.



Step 2: Scan the QR Code

1. The user must scan the QR code using their smartphone camera or a QR code scanner app.



2. After scanning, the user will see the URL, click on URL will redirected to the Slot Booking Page.

The screenshot shows the 'REGISTRATION & STAMPS DEPARTMENT' website. At the top, there are logos for the Hon'ble Chief Minister and Hon'ble Minister for Revenue, Registration & Stamps. Below the header, there are contact details: +91 9121106359 and helpdesk-it[at]igrs[dot]ap[dot]gov[dot]in. A red banner contains instructions: 'Each registration process time is 45 minutes long. For slot booking applications. Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.' Below this, the 'Application ID' is 2507251741153426 and the 'Your Previous Slot Date & Time' is 05-03-2025 & 17:20-17:30. A 'Change Slot' button is present. The main section is titled 'Today Available Slots:' and displays a grid of slots. Slots are color-coded: red for unavailable and green for available. The grid shows slots from 10:30-10:40 to 17:20-17:30, with a lunch break from 13:00-13:30. A legend at the bottom states: '1. Red Color Indicates Slots Not Available | 2. Green Color Indicates Slots are Available'.

Today Available Slots :					
10:30-10:40	10:40-10:50	10:50-11:00	11:00-11:10	11:10-11:20	11:20-11:30
11:30-11:40	11:40-11:50	11:50-12:00	12:00-12:10	12:10-12:20	12:20-12:30
12:30-12:40	12:40-12:50	12:50-13:00	Lunch Time : 13:00 - 13:30		
13:30-13:40	13:40-13:50	13:50-14:00	14:00-14:10	14:10-14:20	14:20-14:30
14:30-14:40	14:40-14:50	14:50-15:00	15:00-15:10	15:10-15:20	15:20-15:30
15:30-15:40	15:40-15:50	15:50-16:00	16:00-16:10	16:10-16:20	16:20-16:30
16:30-16:40	16:40-16:50	16:50-17:00	17:00-17:10	17:10-17:20	17:20-17:30

1. Red Color Indicates Slots Not Available | 2. Green Color Indicates Slots are Available

Step 3: Select and Book a Slot

1. Choose the desired slot from the available options.
2. Enter the required application details (if prompted).

The screenshot shows a 'SlotBooking' modal form. It has a title bar with a close button. The form contains two input fields: 'Application ID' with a placeholder 'Enter Application ID' and 'Slot Time' with a value of '10:30-10:40'. A 'Submit' button is at the bottom. The background shows a grid of slots, with some highlighted in red and others in green. A legend at the bottom states: '1. Red Color Indicates Slots Not Available | 2. Green Color Indicates Slots are Available'.

SlotBooking

Application ID *

Enter Application ID

Slot Time *

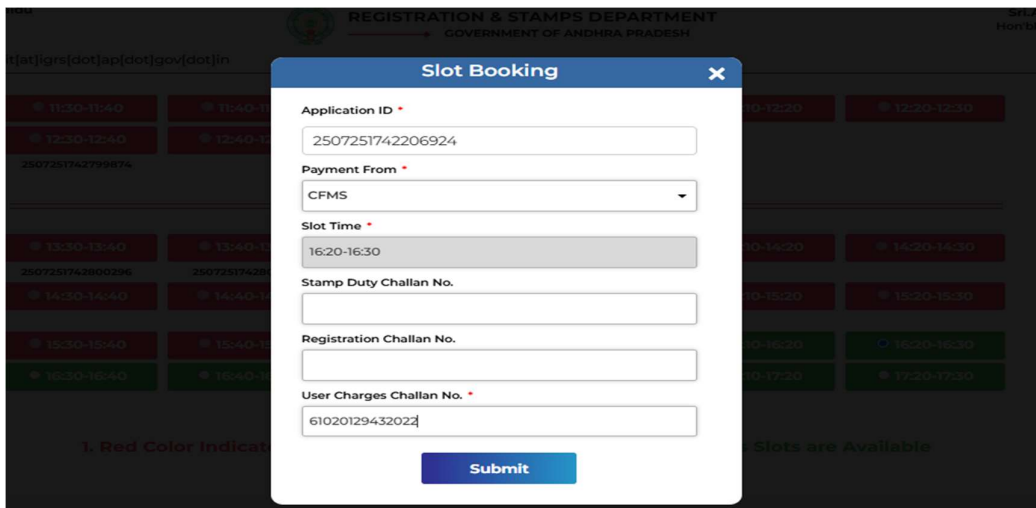
10:30-10:40

Submit

1. Red Color Indicates Slots Not Available | 2. Green Color Indicates Slots are Available

3. Authenticate using Aadhaar OTP or Mobile OTP.

4. Enter Department transaction ID if the user selects IGRS-PDE or UC,SD,RF if user select challan



The screenshot shows a web application titled "REGISTRATION & STAMPS DEPARTMENT" for the "GOVERNMENT OF ANDHRA PRADESH". A modal window titled "Slot Booking" is open, containing the following fields:

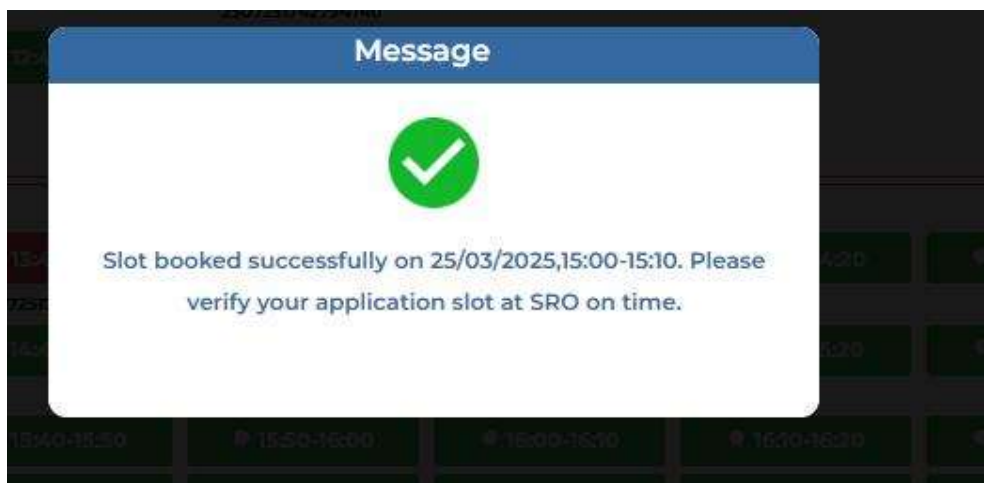
- Application ID ***: A text input field containing "2507251742206924".
- Payment From ***: A dropdown menu with "CFMS" selected.
- Slot Time ***: A dropdown menu with "16:20-16:30" selected.
- Stamp Duty Challan No.**: An empty text input field.
- Registration Challan No.**: An empty text input field.
- User Charges Challan No. ***: A text input field containing "61020129432022".

A blue "Submit" button is located at the bottom of the form. The background shows a grid of time slots, some in red and some in green.

5. Click Submit to finalize the booking.

Step 4: Confirmation

- Upon successful booking, a confirmation message will be displayed.



RESCHEDULE THE SLOT

Key Points to Note:

- Users can reschedule a slot if the party is unavailable for the presentation.
- Rescheduled slots will only be available for future dates.
- A rescheduling fee of **₹200** is applicable for each rescheduled slot.
- Payment must be made through the **IGRS payment gateway**, not through CFMS.
- Users can reschedule a slot either from the **PDE application** or by using a **QR code**.

Steps to Reschedule a Slot:

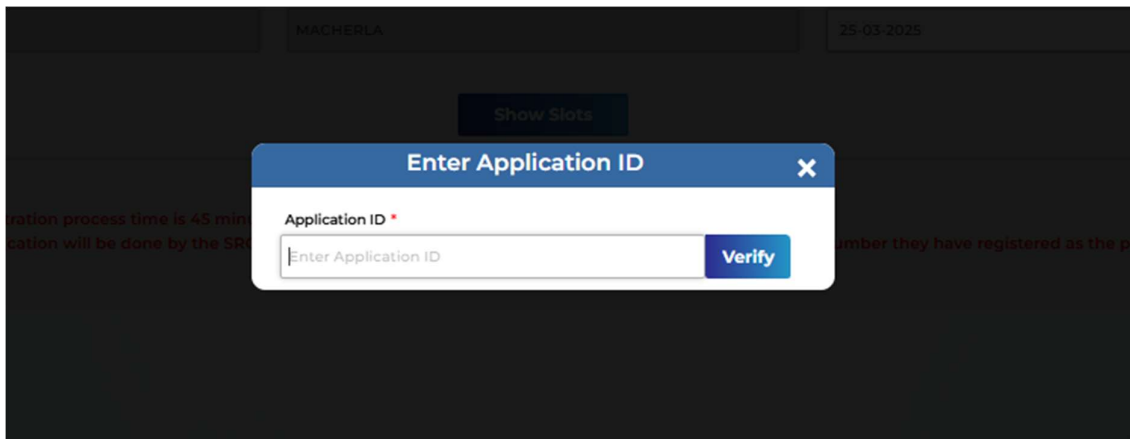
1. Access the Slot Details Page

- Navigate to the **Slot Booking** section.
- Select the **Date of Slot Booking** and click **Show Slots**.

The screenshot shows the 'Slot Booking Scanning Page' on the IGRS portal. The page header includes the Government of Andhra Pradesh logo, the Registration & Stamps Department name, and the names of the Chief Minister and Minister. The page title is 'Slot Booking Scanning Page' and the sub-registrar office is 'MACHERLA'. There are three input fields: 'District Registrar Office' (PALNADU), 'Sub Registrar Office' (MACHERLA), and 'Date' (25-03-2025). A 'Show Slots' button is located below these fields. A note at the bottom states: 'Note: Each registration process time is 45 minutes long. For slot booking applications. Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.'

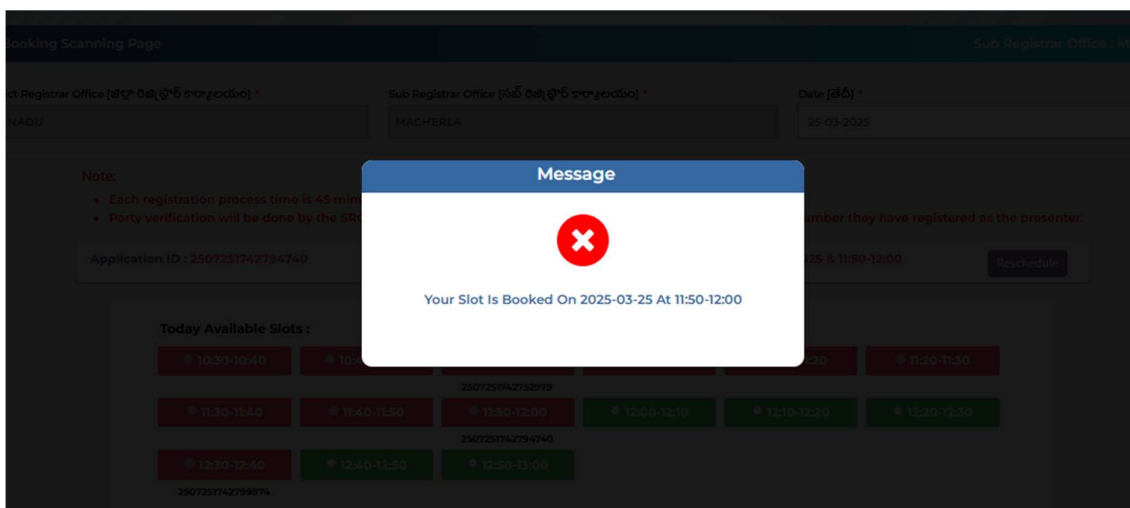
2. Enter Application ID

- A pop-up will appear prompting you to Enter the Application ID.
- Once entered, you will be redirected to the Slot Details Page.



3. Check Existing Booking Status

- If the Application ID is already booked, an alert message will be displayed.



4. Initiate Slot Rescheduling

- A pop-up will appear prompting you to Enter the Application ID.
- Once entered, you will be redirected to the Slot Details Page.
- Click on the **Reschedule** button.

Slot Booking Scanning Page Sub Registrar Office : MACHERLA

District Registrar Office [தலைநகர் அலுவலகம்] * PALNADU

Sub Registrar Office [தலைநகர் அலுவலகம்] * MACHERLA

Date [தேதி] * 25-03-2025

Note:

- Each registration process time is 45 minutes long. For slot booking applications.
- Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.

Application ID : 2507251742794740 Your Previous Slot Date & Time is : 25-03-2025 & 11:50-12:00 Reschedule

Today Available Slots :

10:30-10:40	10:40-10:50	10:50-11:00	11:00-11:10	11:10-11:20	11:20-11:30
11:30-11:40	11:40-11:50	11:50-12:00	12:00-12:10	12:10-12:20	12:20-12:30
12:30-12:40	12:40-12:50	12:50-13:00			

2507251742799874

- A confirmation prompt will appear. Click **Yes** to proceed with rescheduling.

Note:

- Each registration process time is 45 minutes long. For slot booking applications.
- Party verification will be done by the SRO through OTP authentication. The presenter should carry the mobile number they have registered as the presenter.

Application ID : 2507251742794740

Today Available Slots :

10:30-10:40	10:40-10:50	10:50-11:00	11:00-11:10	11:10-11:20	11:20-11:30
11:30-11:40	11:40-11:50	11:50-12:00	12:00-12:10	12:10-12:20	12:20-12:30
12:30-12:40	12:40-12:50	12:50-13:00			

2507251742799874

Change Slot ✕

Do You want to Change the Slot? Payment is required for changing slot.

YES
NO

5. Verify Previous Payments

- Once click on Yes button the user can see the Payment details screen
- Click on **Verify Payment** to check previous transactions.
- An alert message will confirm the payment status.

Application ID : 2507251742794740

Today Available Slots :

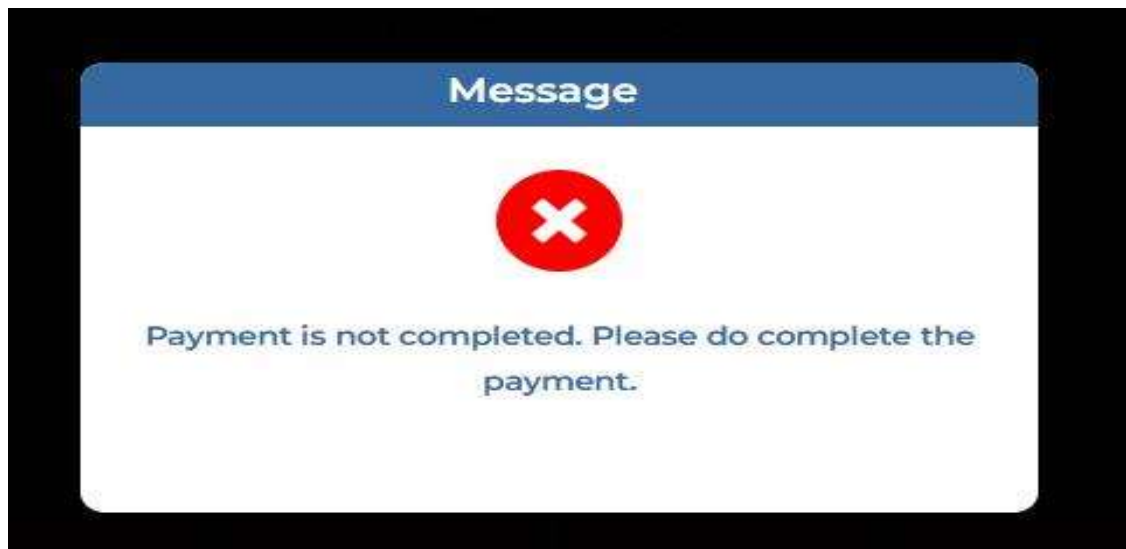
10:30-10:40	10:40-10:50	10:50-11:00	11:00-11:10	11:10-11:20	11:20-11:30
11:30-11:40	11:40-11:50	11:50-12:00	12:00-12:10	12:10-12:20	12:20-12:30
12:30-12:40	12:40-12:50	12:50-13:00			

2507251742799874

Payment Details ✕

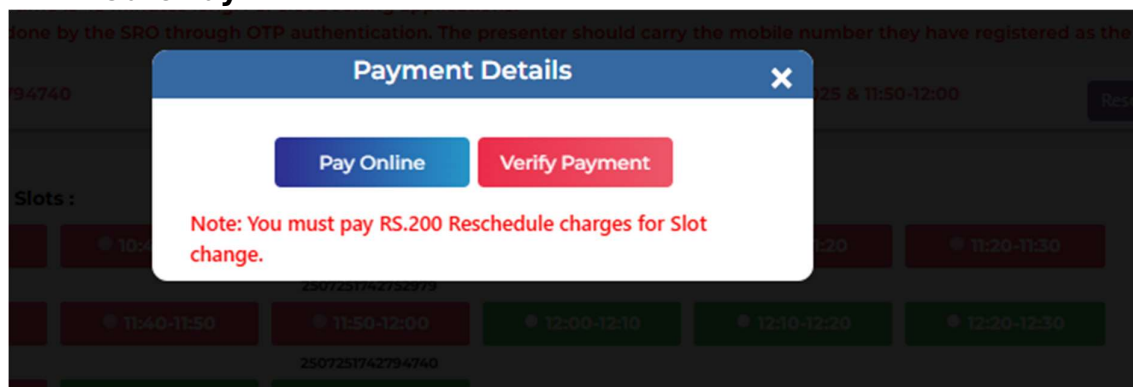
Pay Online
Verify Payment

Note: You must pay RS.200 Reschedule charges for Slot change.



6. Proceed to Payment

- Click on **Pay Online**, and you will be redirected to the **IGRS Payment Gateway**.



- Complete the **₹200 payment** for rescheduling.
- Upon successful payment, a **Payment Slip** will be generated.



User Charges (For Documents, Ecs, CCs, MV Slips, etc) Payment Acknowledgement

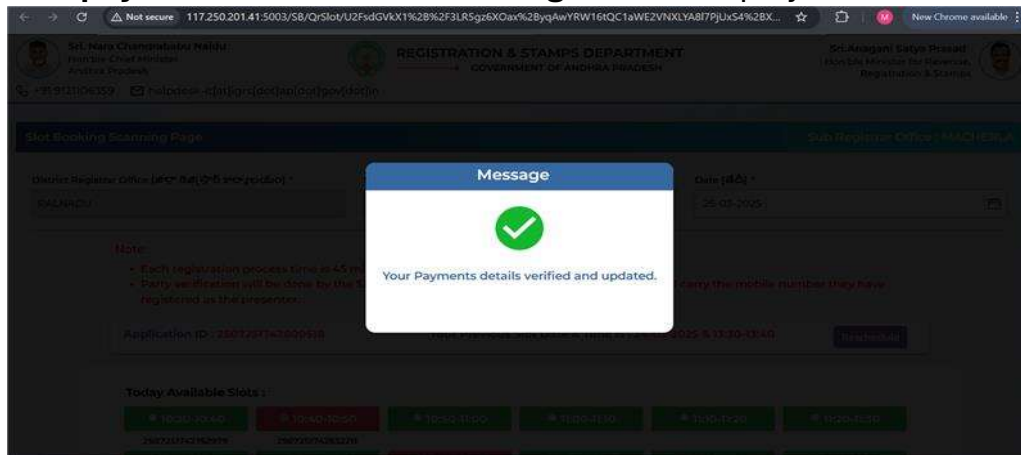
Please note the **CFMS Transaction ID, Dept. Transaction ID and Bank Transaction ID** for your Reference

Department Transaction ID	2507251742794740_1742886544
Department Transaction Barcode	
CFMS Transaction ID	80062602222024
CFMS Transaction Barcode	
Bank Transaction ID	IKAAEDMT9
Bank Transaction Date	25032025124029
Payment Status	Success
Payment Mode	ONLINE
Total Amount	200.0

Print

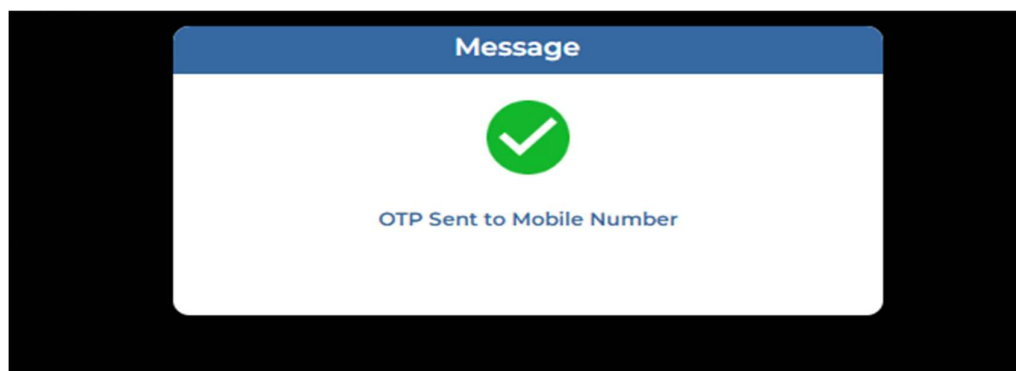
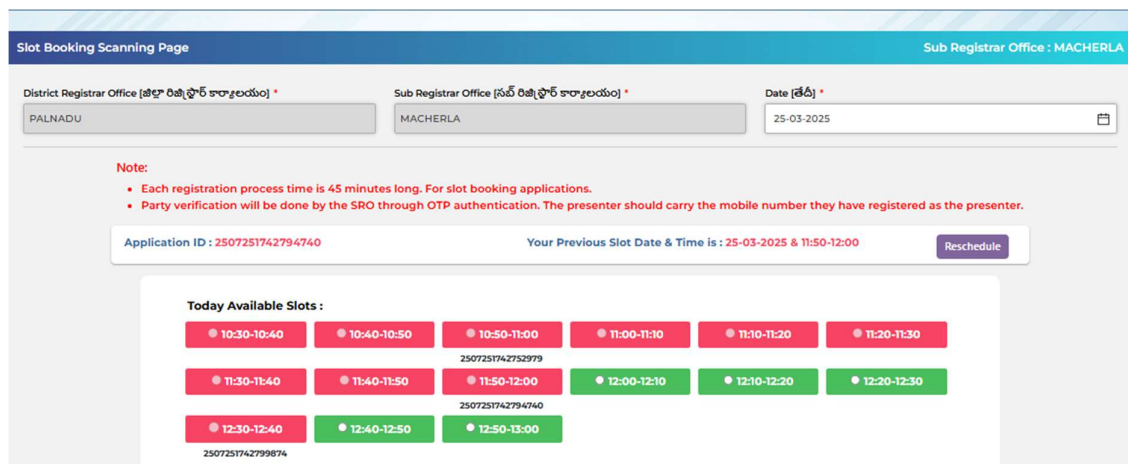
7. Confirm Payment

- Click on **Verify Payment** to confirm the payment transaction.
- A **payment confirmation message** will be displayed.



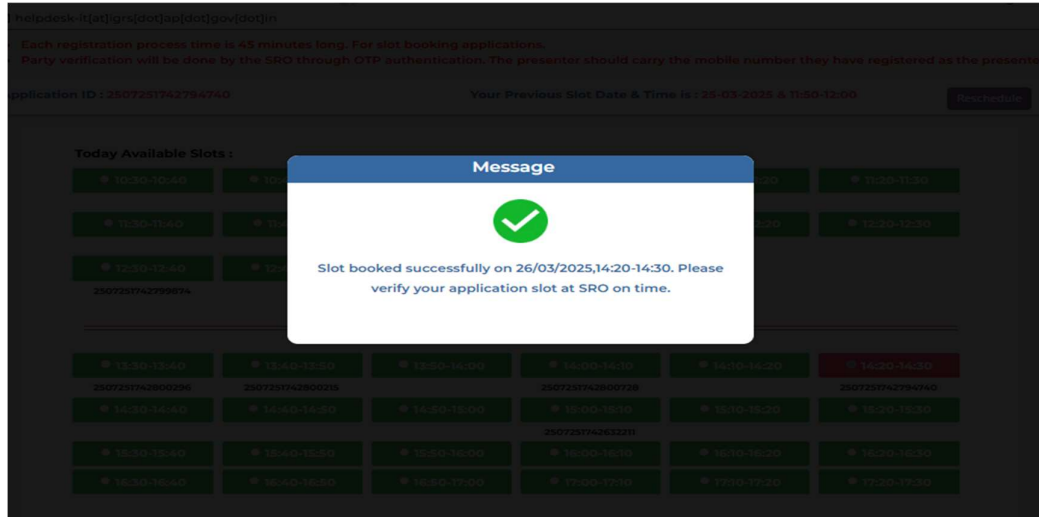
8. Select a New Slot

- Choose a **new slot time** from the available future dates.
- Select **Mobile Number / Aadhaar Number** for OTP verification.



9. Complete Rescheduling

- Enter the OTP received on your registered mobile number.
- Once OTP verification is successful, the slot is rescheduled.
- A **confirmation pop-up message** will be displayed.



QR CODE IN CARD APPLICATION

Step 1: Login to SRO

Hi, Welcome Back!

☐ Aadhar ☐ Password

☐ IG ☐ DIG ☐ DR ☐ DR/SR(MV & A) ☒ SRO

☐ STAFF ☐ VSWS ☐ NODAL OFFICE

Office/Location *
MACHERLA

Employee Name *
Srikanth Gadda

Password *

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Step 2: SRO needs to generate the QR code which is available in the Assistance Module.

Applications Scrutiny

☒ All ☐ PRIMME ☐ Manual Entry

Pending (78) Accept Amend

App ID	Presenter Name	Nature Of Document	Documents	Verified by	Slot Date & Time	Slot Verify	Action
2506171741632566	Kiran	Sale Deed			11-03-2025 11:40-11:50	Verify	
2506171741702593(A)	srinivasa reddy	Sale Deed			12-03-2025 10:30-10:40	Verify	
2506171741697832	vishnu	Sale Deed			12-03-2025 12:20-12:30	Verify	
2506171741618703	Vamshi	Sale Deed			13-03-2025 10:30-10:40	Verify	
2506171741540286	srikanth	Sale Deed			13-03-2025 10:40-10:50	Verify	

Process time is 45 minutes long. For slot booking applications. Application ID(A) - Anywhere documents

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- Click on Assistance Module
- Click on the QR code for the Slot booking option.

Step 3: QR code Generate & Download

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

CARD PRIMME
Registration Services

Registration Stamps Duty Fee Employee Notify Market Value Name Search Assistance Refusal SRO Jobs MIS Reports SRO-725

QR Code Scanning

Enter SRO Code *

725

Submit

Iris... Startek Not Connected Connecting

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- Once you click on Generate QR code the QR code will be displayed, and SRO can download/Print it.

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH


CARD PRIMME
Registration Services

Registration Stamps Duty Fee Employee Notify Market Value Name Search Assistance Refusal SRO Jobs MIS Reports SRO-725

Iris Not Connected Startek Not Connected Device Not Connected

Download QR Code

QR Code Image



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- Here, the public needs to scan the QR code using a smartphone.
- The user will navigate to a slot booking link page once the QR code is scanned.

SLOT VERIFICATION BY SR

- Once slot booking is done by QR code/Slot booking from PDE/ through the Slot booking on Website, those document details are shown hourly.
- Every app ID will display based on the slot timings till 1 hour with a grace period.

The screenshot shows the 'Applications Scrutiny' page of the CARD PRIME Registration Service. The page has a top navigation bar with various service links and a sidebar with 'Anywhere Authorization' and 'Document Registration'. The main content area includes a note about the 45-minute registration process time and a table of pending applications.

Note: Each registration process time is 45 minutes long. For slot booking applications, Application ID(A) - Anywhere documents

App ID	Presenter Name	Nature Of Document	Documents	Verified by	Slot Date & Time	Slot Verify	Action
2507251740717281	srikanth Gadda	Sale Deed			28-02-2025 16:00-16:10	Verified	<button>Verify</button>
2507251740646932	Srikanth	Sale Deed			02-03-2025 17:00-17:10	Verified	<button>Verify</button>
2507251735797529	OMKAR MILIND SHERHATTI	Sale Deed			04-03-2025 18:58-17:00	Verified	<button>Verify</button>
2507251739886797	TEST TEST	Sale Deed			05-03-2025 12:20-12:30	Verified	<button>Verify</button>
2507251740978514	srikanth Gadda	Sale Deed			05-03-2025 13:20-13:30	Verify	<button>Verify</button>

Items per page: 5 Page 1 of 16

- If the slot is not verified After 1 hour of the submission time, then the Application ID will be hidden until the same day after 5:30pm.
- **Whoever missed the slots on that day the Public needs to reschedule the slots.**
- User can accept the document anytime once Slot verification is completed.

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

CARD PRIMME
Registration Services

Setup professional audio in "audio settings"

Registration Stamps Duty Fee Employee Notify Market Value Name Search Assistance Refusal SRO Jobs MIS Reports

SCRUTINY e-KYC CASH RECEIPT SUBDIVIDE ASSIGNING ENDORSEMENT & BUNDLING eSign COR SCAN DIGITAL SIGN PAI-DIGITAL SIGN MUTATION DOCUMENT HANDOVER

Applications Scrutiny

☒ All ☐ PRIMME ☐ Manual Entry

Note: Each registration process time is 45 minutes long. For slot booking applications. Application ID(A) - Anywhere documents

Pending (77) Accept Amend

App ID	Presenter Name	Nature Of Document	Documents	Verified by	Slot Date & Time	Slot Verify	Action
2507251740717281	srikanth Gadda	Sale Deed			28-02-2025 16:00-16:10	Verified	Verify
2507251740646932	Srikanth	Sale Deed			02-03-2025 17:00-17:10	Verified	Verify
2507251735797529	OMKAR MILIND SHERHATTI	Sale Deed			04-03-2025 18:58-17:00	Verified	Verify
2507251739886797	TEST TEST	Sale Deed			05-03-2025 12:20-12:30	Verified	Verify
2507251740978514	srikanth Gadda	Sale Deed			05-03-2025 13:20-13:30	Verify	Verify

Items per page: 5 Page 1 of 16

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- Unverified slots will not get the Check Slip Verify button.

Slot verification will be done by below steps.

- User must select the application ID.
- Click on Slot Verify button.
- Once you click on slot verify button SR needs to select Mobile number/Aadar number for OTP.

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

CARD PRIMME
Registration Services

Registration Stamps Duty Fee Employee Notify Market Value Name Search Assistance Refusal SRO Jobs MIS Reports

SCRUTINY e-KYC CASH RECEIPT SUBDIVIDE ASSIGNING ENDORSEMENT & BUNDLING eSign COR SCAN DIGITAL SIGN PAI-DIGITAL SIGN MUTATION DOCUMENT HANDOVER

Applications Scrutiny

☒ All ☐ PRIMME ☐ Manual Entry

Note: Each registration process time is 45 minutes long. For slot booking applications. Application ID(A) - Anywhere documents

Pending (78) Accept Amend

Presenter

Please Verify the Slot

Select*

SELECT ...

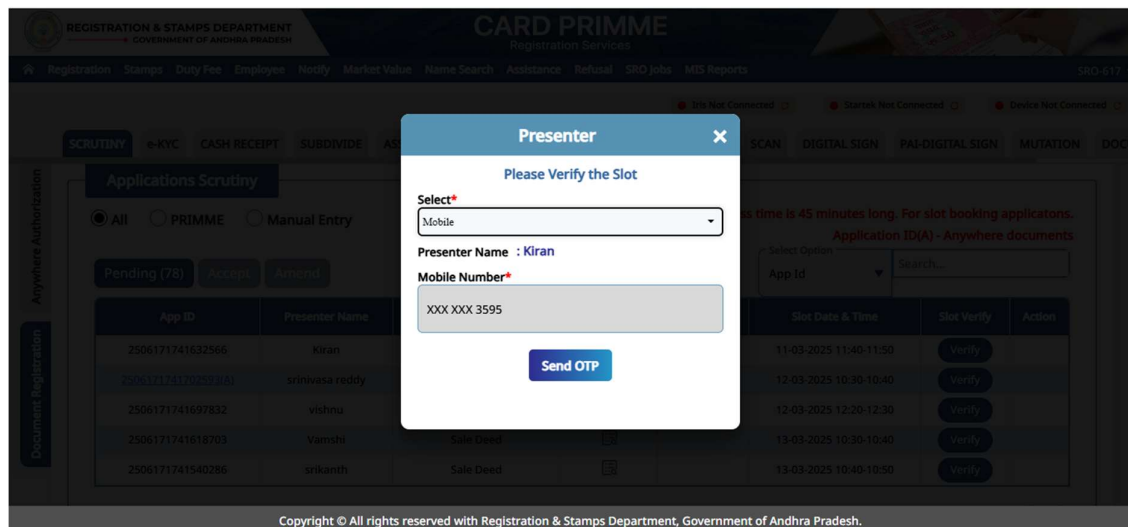
SELECT ...

Mobile

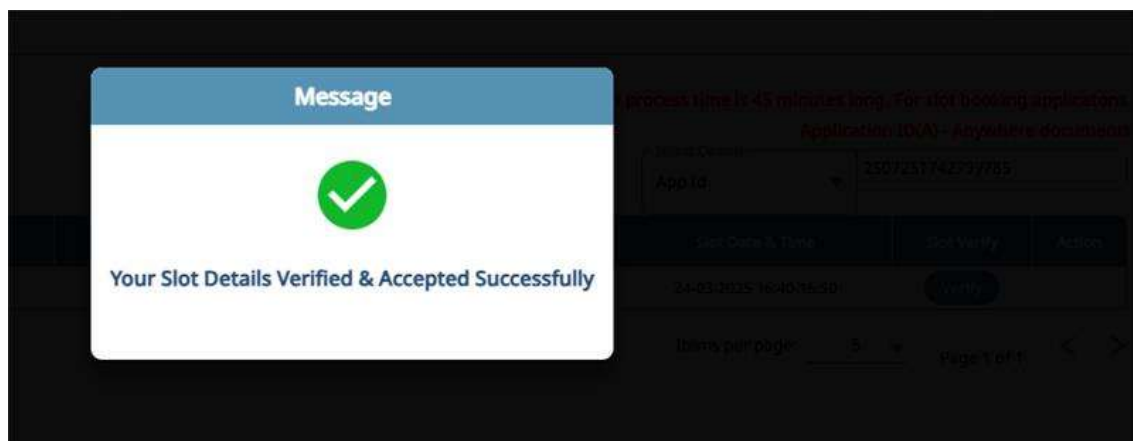
Aadar

App ID	Presenter Name	Nature Of Document	Documents	Verified by	Slot Date & Time	Slot Verify	Action
2506171741632566	Kiran				11-03-2025 11:40-11:50	Verify	
2506171741632566	sriwasa reddy	Sale Deed			12-03-2025 10:30-10:40	Verify	
2506171741697832	vishnu	Sale Deed			12-03-2025 12:20-12:30	Verify	
2506171741618703	Vamsi	Sale Deed			13-03-2025 10:30-10:40	Verify	
2506171741540286	srikanth	Sale Deed			13-03-2025 10:40-10:50	Verify	

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- Slot verification will be completed Once OTP is verified and SR can see the success message



- Once the Slot is verified, the Doc Verify button will be enabled to that application and SR can do regular registration process flow.
- Slot verification should be done on specific slot times & Doc verification should be verified at any time during office hours
- All slot-verified documents are displayed at any time for Doc Verification

