

How to make Application in SARATHI-4

Search the site parivahan.gov.in>Select Sarathi>Select State as WB>you will see the menu<Apply Online> on the left of your screen>Proceed as mentioned below:-

A- Issue of Learner Licence – Flow Chart

1. Fill Application Details for LL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. LL Test Slot Book
5. Scrutiny
6. Capture Biometrics of Applicant
7. LL Test
8. Approval of LL by Licencing Authority
9. Printing of Learner Licence

N.B. Sl nos 1,2,4 for Citizen and Rest Sl Nos. for Office user

B- Issue of Driving Licence – Flow Chart

1. Fill Application Details for DL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. DL Test Slot Book
5. Scrutiny
6. Appearance for Driving Skill Test on the date
7. Capture Biometrics of Applicant
8. DL Test Result
9. Approval of DL by Licencing Authority
10. Printing of Driving Licence

N.B. Sl nos 1,2,4 & 6 for Citizen and Rest Sl Nos. for Office user

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C – Issue of Duplicate DL – Flow Chart

1. Service on DL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. Scrutiny
5. Approval Duplicate DL Application
6. DL Print

N.B. SI nos 1,2 for Citizen and Rest SI Nos. for Office user

D- Renewal of DL – Flow Chart

1. Service on DL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. Scrutiny
5. Approval DL Renewal Application
6. DL Print

N.B. SI nos 1,2 for Citizen and Rest SI Nos. for Office user

E- Issue of NOC – Flow Chart

1. Service on DL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. Scrutiny
5. Approval DL Endorse
6. DL NOC Print

N.B. SI nos 1,2 for Citizen and Rest SI Nos. for Office user

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F- Issue of I.L for AEDL – Flow Chart

1. Fill Application Details for LL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. LL Slot Book
5. Scrutiny
6. LL Test Result
7. Approval of LL by Licencing Authority
8. Printing of Learner Licence

N.B. SI nos 1,2,4 for Citizen and Rest SI Nos. for Office user

G- DL Extract – Flow Chart

1. Service on DL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. Scrutiny
5. DL Extract Report

N.B. SI nos 1,2 for Citizen and Rest SI Nos. for Office user

H- Change of Address – Flow Chart

1. Service on DL
2. Upload Documents
3. Fee Payment (to be made at RTO Office after completion of step-2)
4. Scrutiny
5. Approval DL Endorse
6. DL Print

N.B. SI nos 1,2 for Citizen and Rest SI Nos. for Office user

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