

**GOVERNMENT OF NCT OF DELHI  
REVENUE DEPARTMENT  
5, SHAM NATH MARG DELHI-110054.**

No. F.10(6)/CCS/DivCom/Hqrs/ 5130 - 5131

Dated: 20.12.2012

**ORDER**

It has been decided to use the Aadhaar platform for the delivery of various services rendered by the Revenue Department. Hence, it is considered necessary that the Aadhaar information of the applicants seeking the various services from the Revenue Department is to be compulsorily given at the time of applying for the service.

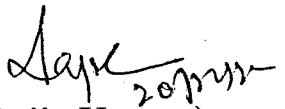
It is henceforth ordered that AADHAAR No. of the applicant, will be required to be mentioned compulsorily at the time of applying various services as mentioned below. The Aadhaar Card information of the applicants should be mentioned in the prescribed Application Forms.

1. Registration of Marriages under Hindu Marriage Act.
2. Registration of Marriages under Special Marriage Act.
3. Solemnization of Marriages.
4. Registration of various documents in the Sub Registrar Offices.

Specimen of the modified Application forms of the above services are available on the website of Revenue Department (<http://revenue.delhi.gov.in>). The guidelines on "How to Integrate the Aadhaar for the various services rendered by Revenue Department, GNCTD" are also available at this link and are enclosed with this order.

All the Deputy Commissioners are directed to ensure that this order is prominently displayed in the Notice Boards of the respective districts. General public may also be informed through permanent display of these conditions in the Notice Boards of the Revenue Department/District and also in the offices of Sub Registrar Offices. This order will come into effect from January 1, 2013.

This issues with the prior approval of the Secretary (Revenue).

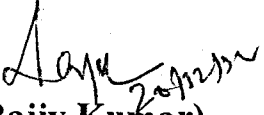
  
(Rajiv Kumar)  
SDM (HQ)

No. F.10(6)/CCS/DivCom/Hqrs/  
Copy to:-

Dated:

1. All Deputy Commissioners, Delhi
2. All ADMs, Delhi

3. All SDMs, Delhi
4. All Tehsildars, Delhi
5. All Sub Registrars, Delhi
6. All SDMs (Hqrs)
7. SIO, Delhi State NIC HQ, Delhi Sectt, IP Estate, Delhi.
8. System Analyst to upload the order on the department's website
9. OSD to the Chief Secretary
10. PS to Secretary (Revenue)
11. PA to Special Secretary (Revenue)

  
(Rajiv Kumar)  
SDM (HQ)

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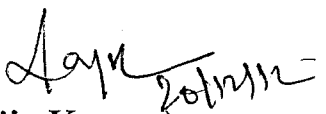
**GUIDELINES / STEPS ON  
HOW TO INTEGRATE THE AADHAAR NUMBER FOR VARIOUS SERVICES  
RENDERED BY REVENUE DEPARTMENT**

**These guidelines are applicable for the following services.**

- Issue of certificates for SC/ST, OBC, Income, Domicile, Surviving Member, Solvency and Nationality.
- Issue of delayed Birth and Death orders.
- Registration of Marriages under Hindu and Special Marriage Act.
- Solemnization of Marriages.
- Registration of various documents, deeds etc. at Sub Registrar Offices.

**Guidelines / Steps**

1. The applicant will submit the application form along with the supporting documents and also a copy of Aadhaar Card.
2. The application will only be accepted if the applicant's name, photo and address on Aadhaar Number matched with the details on the application form.
3. If Aadhaar No. has not yet been received, the applicant may provide the Aadhaar Enrolment No. details and any other identity proof (PAN/ Voter's Card / Passport / Driving License / Office ID Card).
4. The photograph of the applicant will be taken by the concerned office.

  
(Rajiv Kumar)  
SDM (HQ)