

2025

# Registration of Sale & Gift



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## Login

- 1) Visit Bhu Bharati (<https://bhubharati.telangana.gov.in/>) portal and click on the Login button to avail any service.



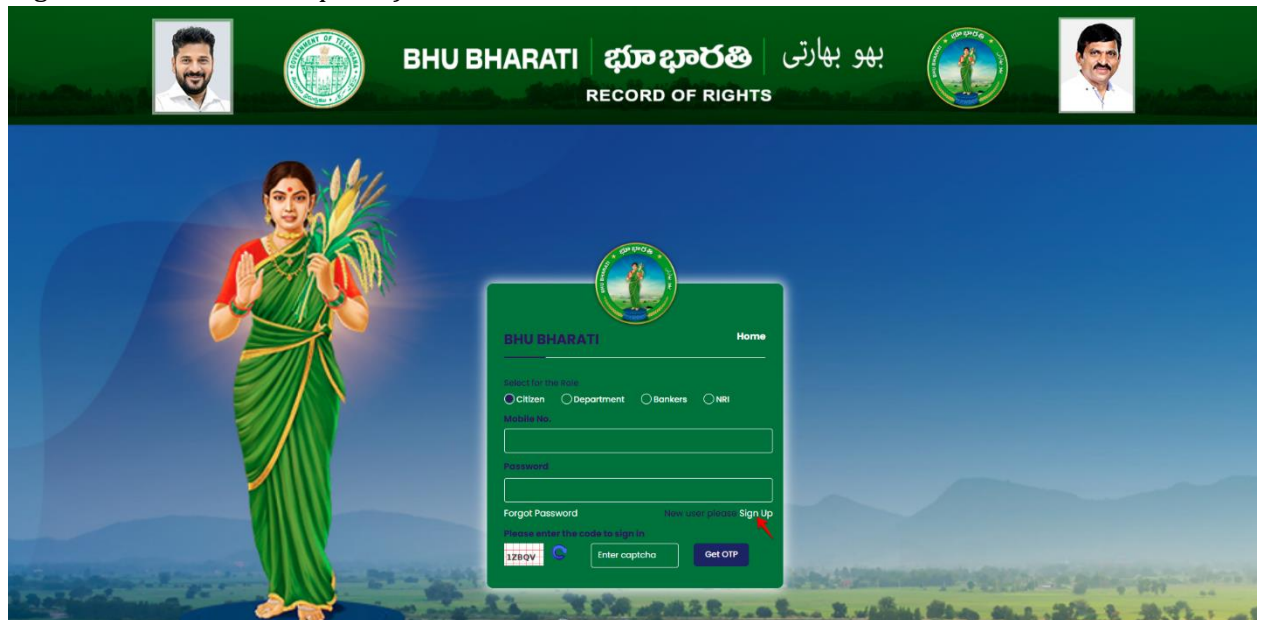
**భూధార్**

భూధార్ అనగా ప్రతీ భూకమతానికి ఇచ్చే ప్రత్యేక గుర్తింపు సంఖ్య. భూధార్ నంబర్లు భూముల రిజిస్ట్రేషన్లు చేసేటప్పుడు, సులభంగా, పారదర్శకంగా జరిగేలా చూస్తాయి. రైతులు, భూయజమానులకు వారి భూకమతాలకు సంబంధించిన స్పష్టమైన సమాచారం పొందేలా చేస్తుంది. భూ హక్కుల పరిరక్షణలో మరియు భూసమస్యల పరిష్కారంలో భూధార్ కీలక పాత్ర పోషిస్తుంది. భూధార్ ద్వారా భూయజమానులకు ఎటువంటి అనుమాలకు తావులేని హక్కు వత్రాలను ఇవ్వాలని దాని ద్వారా వ్యవసాయ రంగాన్ని మరింత పటిష్టం చేయాలని సంకల్పించాము

Latest Announcements & Updates : For assistance or inquiries, please contact our toll number at 040-29313999

Transactional Services

- 2) If not registered with Bhu Bharati, click on the Signup to register into the portal (check user registration manual if required).



**BHU BHARATI** భూభారతి بهو بهارتی RECORD OF RIGHTS

**BHU BHARATI** Home

Select for the Role  
 Citizen  Department  Bankers  NRI

Mobile No.  
[Input Field]

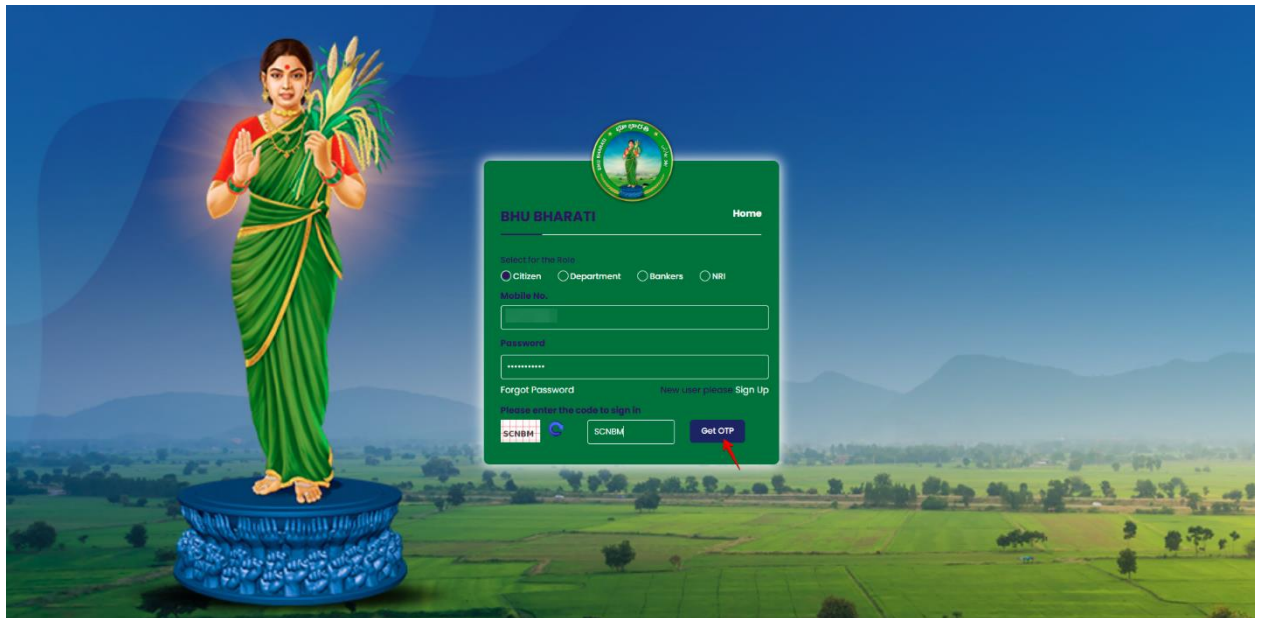
Password  
[Input Field]

Forgot Password [Here user please Sign Up](#)

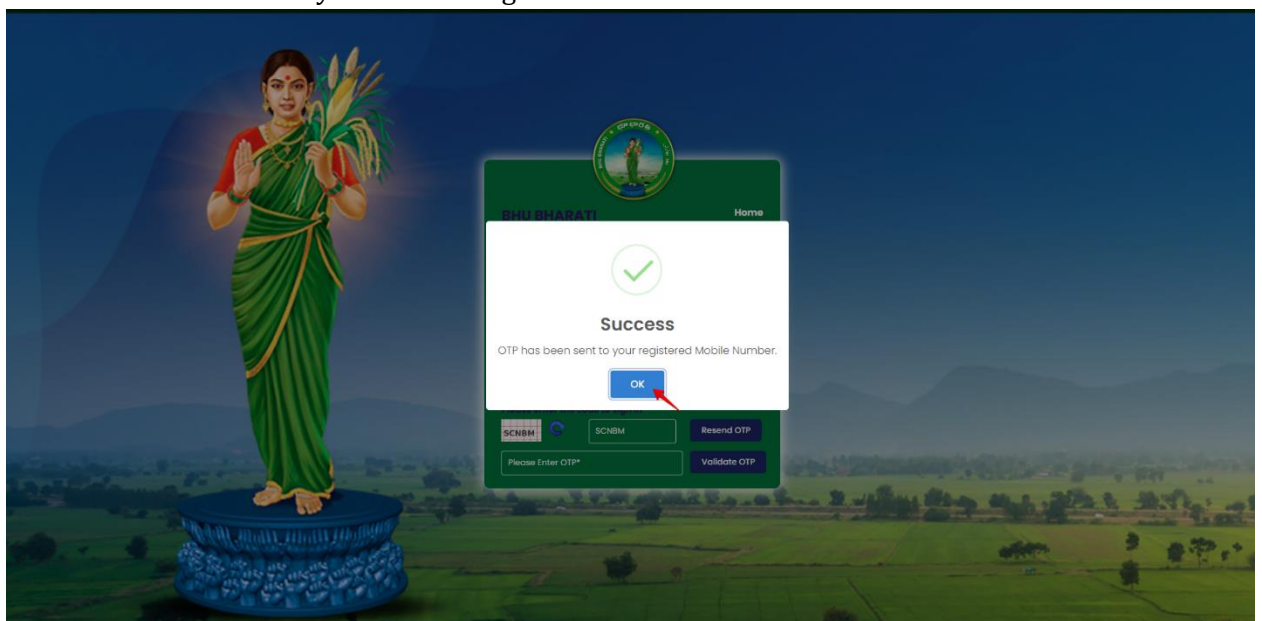
Please enter the code to sign in  
[Image] 3ZBQV [Image] Enter captcha [Get OTP](#)



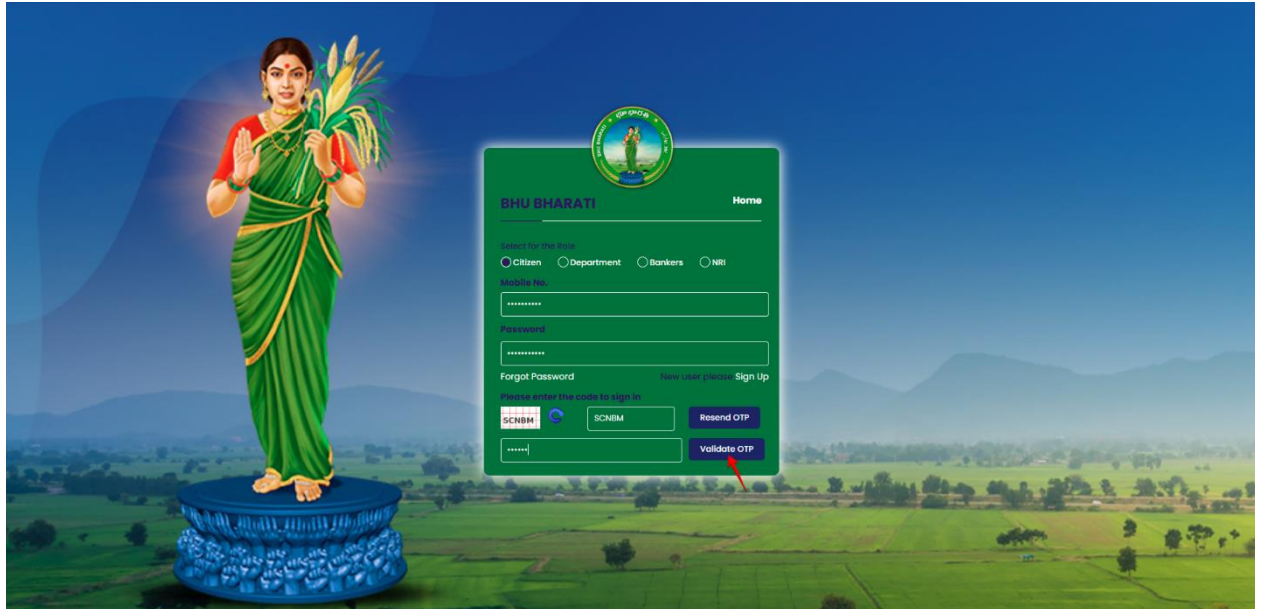
- 3) If already registered with Bhu Bharati, login to the portal by entering the mobile number, password, captcha, and click on the Get OTP button.



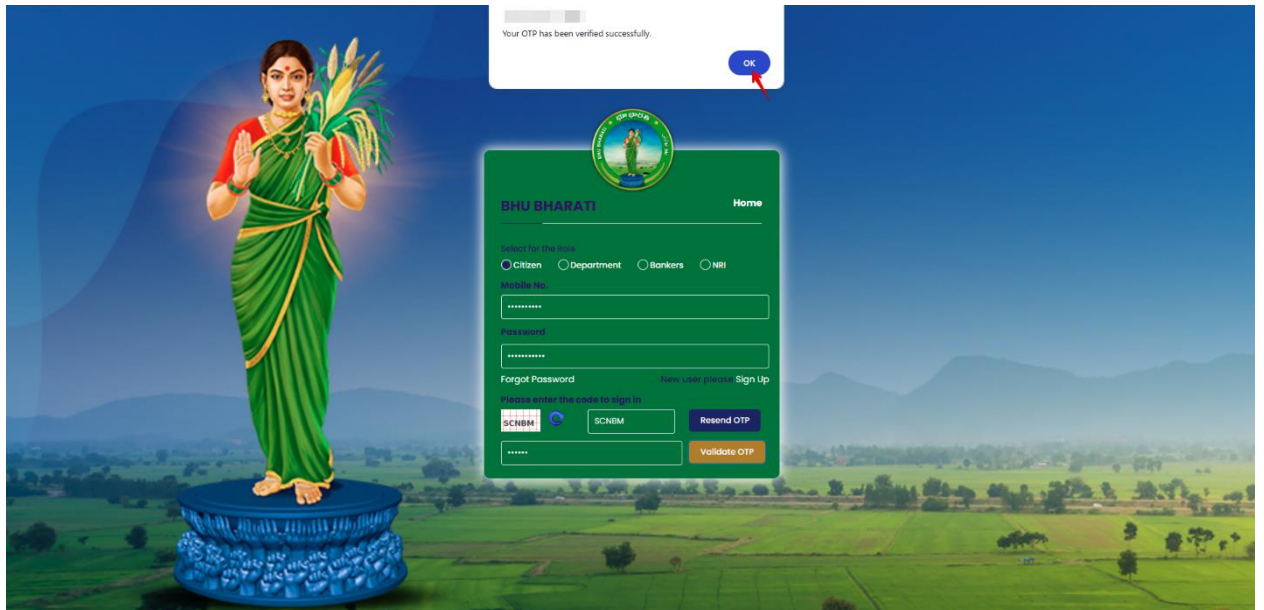
- 4) OTP has been successfully sent to the registered mobile number. Click on the OK button.



5) Enter OTP and click on the Validate OTP button.



6) OTP has been verified successfully. Click on the OTP button.



7) Citizen Dashboard is now open for using any service.

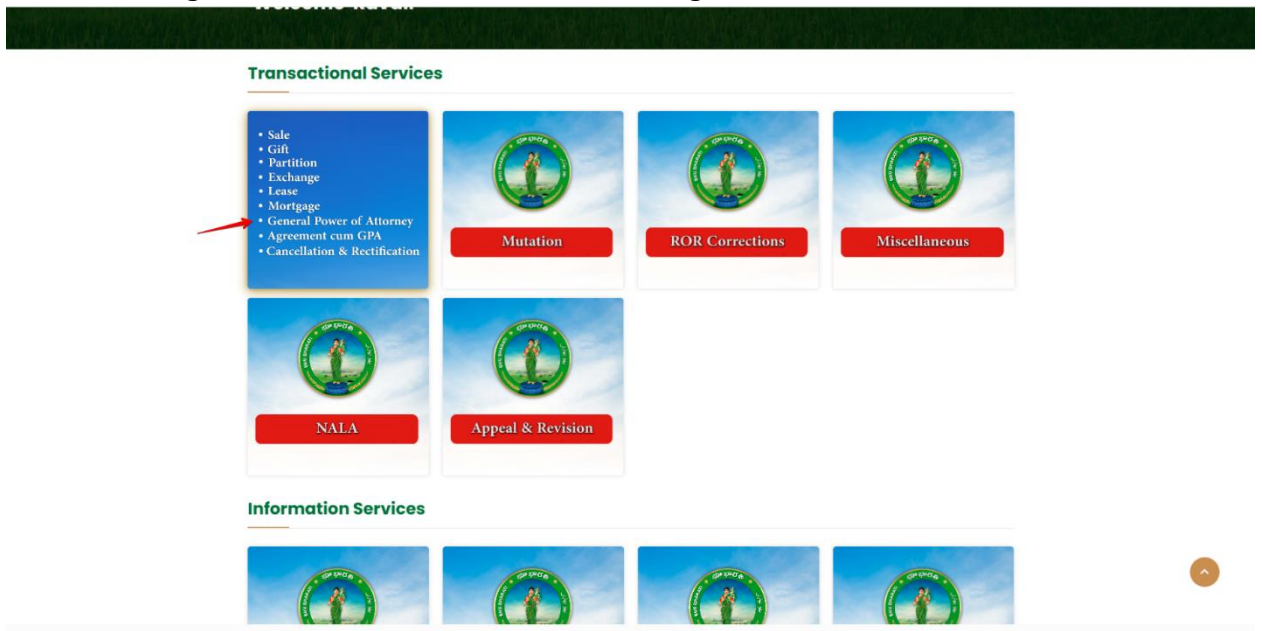


#### Transactional Services

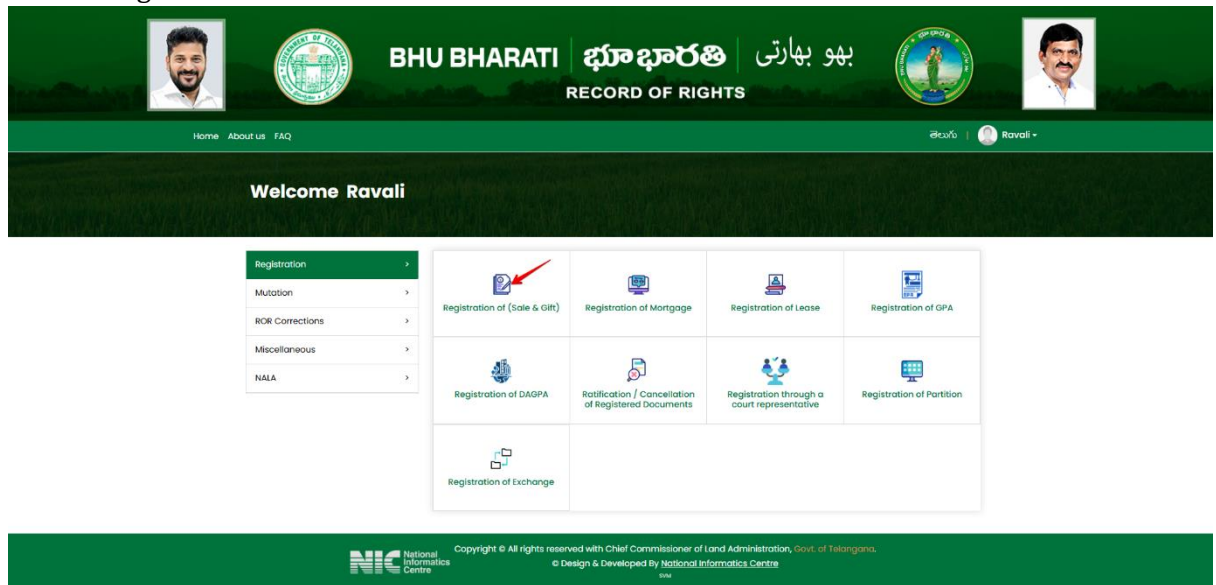


## Registration of Sale & Gift

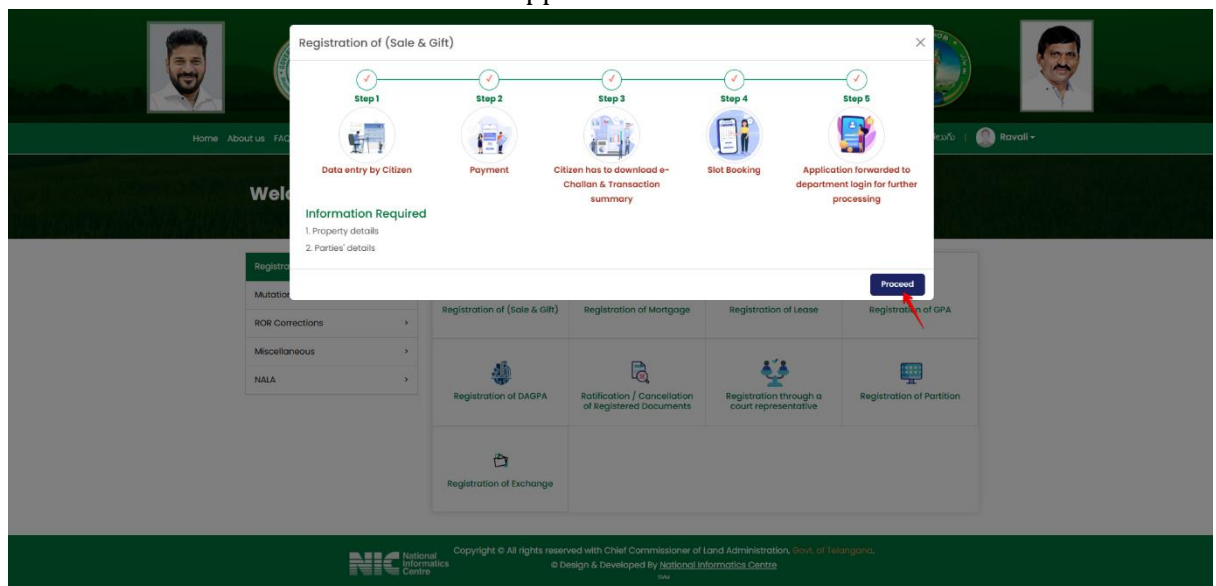
1. To avail the Registration for GPA service, hover over Registration Modules and click on it.



- Choose Registration of Sale & Gift.



- You can check all the citizen side flows involved in the application and click on the Proceed button to move further into the application.



- Select Nature of deed, Nature of Sub deed, PPB no. if you have selected Yes and click on Fetch button.



- Enter GPA/SPA id or Document number if you have selected do you want to transact with GPA/SPA. Select the checkbox corresponding to the extent of land. Enter the extent



of land for which transaction is required and consideration value. Click on the Proceed button.

Home Welcome Ravali (CITIZEN)

Nature of Deed \*  Nature of Sub Deed \*

Do you have PPB number in Telangana State? \*  Yes  No

PPB Number\*

Do you want to transact with GPA/SPA? \*  Yes  No

Property Details

District	Mandal	Village	Khata No.	Pattadar Name	Father/ Husband's Name
Vikarabad	Pargi				

Select	S.No.	Survey No./ Sub.Division No.	Extent Owned (Ac.Gts)	Transacted Extent (Ac. Gts)	Consideration Value (Rs.)	Market Value (Rs.)
<input type="checkbox"/>	1		0.0008			
<input checked="" type="checkbox"/>	2		0.0600	0.0600	456466	750
<input type="checkbox"/>	3		0.0700			
<b>Total</b>			0.1308	0.0600	456466	750

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6. Please select boundary details and click on proceed.

Home Welcome Ravali (CITIZEN)

Do you want to transact with GPA/SPA? \*  Yes  No

Property Details

District	Mandal	Village	Khata No.	Pattadar Name	Father/ Husband's Name
Vikarabad	Pargi				

Select	S.No.	Survey No./ Sub.Division No.	Extent Owned (Ac.Gts)	Transacted Extent (Ac. Gts)	Consideration Value (Rs.)	Market Value (Rs.)
<input type="checkbox"/>	1		0.0008			
<input checked="" type="checkbox"/>	2		0.0600	0.0600	456466	750
<input type="checkbox"/>	3		0.0700			
<b>Total</b>			0.1308	0.0600	456466	750

Four Boundary Details

Survey No./ Sub.Division No.	North	South	East	West
	<input type="text" value="Road"/>	<input type="text" value="Road"/>	<input type="text" value="Road"/>	<input type="text" value="Survey Number"/>

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- Property schedule summary will be displayed. If you want to add more properties, click on Add More property or click on the continue button.

The screenshot shows the 'Property Details' page for Application Txn No: 240000906. The 'Property Schedule Summary' table is as follows:

S.No.	District	Tahsildar & J. Sub Registrar Office	Village	Passbook No.	Sy. No. / Sub Sy. No.	Khata No.	Total extent (Ac.Cts)	Transacted Extent (Ac. Cts)	Edit	Delete
1	Vikarabad	Fargi					0.0500	0.0500		

Below the table are two buttons: 'Add More Property' and 'Continue'. A red arrow points to the 'Add More Property' button.

- Add Seller Details i.e., Personal details and communication address. Click on save and continue button.

The screenshot shows the 'Seller Details' form. The 'Communication Address Details' section is highlighted. The fields are as follows:

- House No.:
- Locality:
- State: TELANGANA (తెలంగాణ)
- District: VIKARABAD (వికారాబాద్)
- Mandal: Fargi (ఫర్గి)
- Village/City/Town: Fargi (ఫర్గి)
- Pin Code:
- Mobile No.:

At the bottom, there is a 'Save And Continue' button with a red arrow pointing to it. A note below the button says: "Please enter & re-verify address and mobile number."

- Add Seller family member details. Click on save and continue

The screenshot shows the 'Family Information' page for Application Txn No: 240000906. The 'Seller Family Member Details' table is as follows:

S.No.	Aadhaar Number	Name	Age	Mobile No.	Relationship	Action
1					SON (పిల్ల)	

Below the table is a 'Save And Continue' button with a red arrow pointing to it.



10. Add buyer details i.e., Personal details and Communication address details. Click on Save and Continue.

Do you have PPB number in Telangana State?  Yes  No

Applicant Type\*  Aadhaar No.\*\*\*\*

Name(In Telugu)\*  Father/Husband's Name(In Telugu)\*

Social Status\*  Gender\*

Name (in English)\*  Father/Husband's Name(In English)\*

Age\*  Occupation\*

Pan Card Available  PAN No.\*  Form-60/61 Submitted\*

Communication Address Details

House No.\*  Locality\*

State\*  District\*

Mandal\*  Village/City/Town\*

Pin Code\*  Mobile No.\*

Email Id

[Save And Continue](#)

Please enter & re-verify address and mobile number.

11. Add Buyer Family details and click on save and continue.

Family Information Application Txn No:2400000907

Buyer Details

PPB No.  Aadhaar Number\*

Name (in English)\*  Name In Telugu\*

Buyer Family Member Details [Add More](#)

S.No.	Aadhaar Number	Name	Age	Mobile No.	Relationship	Action
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	BROTHER   భ్రాతృ	<input type="text"/>

[Save And Continue](#)

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12. Summary details will be displayed. If you want to add more buyer details click on Yes.

Land Record Details Application Txn No:2400000907

Summary Details

Sr No.	Applicant Type	Name	Age	Relation	Relation Name	Address	Aadhaar No.	Edit	Delete
1	INDIVIDUAL	<input type="text"/>	<input type="text"/>	W/O	<input type="text"/>	<input type="text"/>	XXXXXXXX	<input type="text"/>	<input type="text"/>

Do you want to add more Buyer? [Yes](#) [No](#)

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13. Share declaration will be displayed. Enter extent and click on continue.

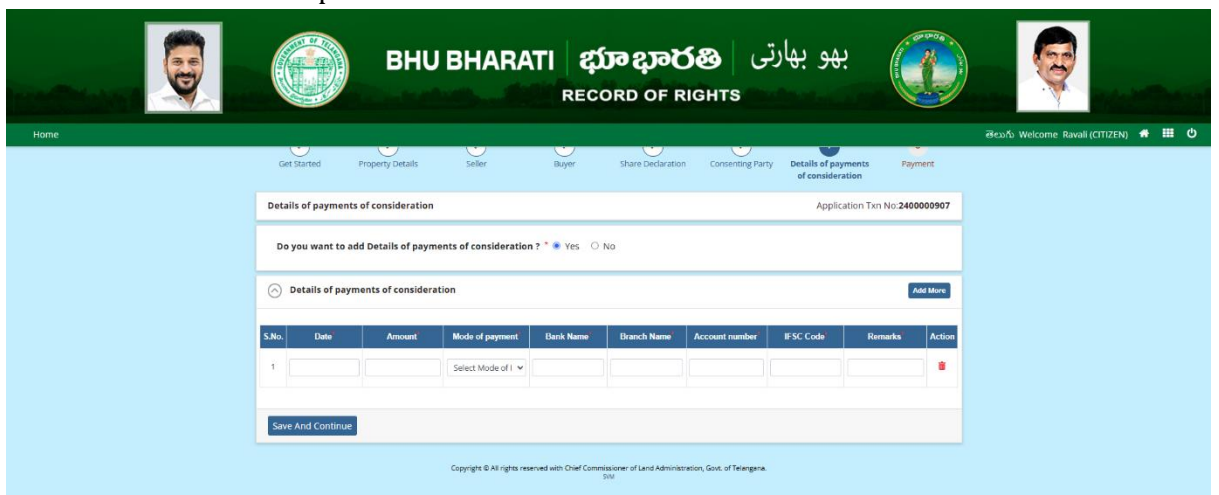




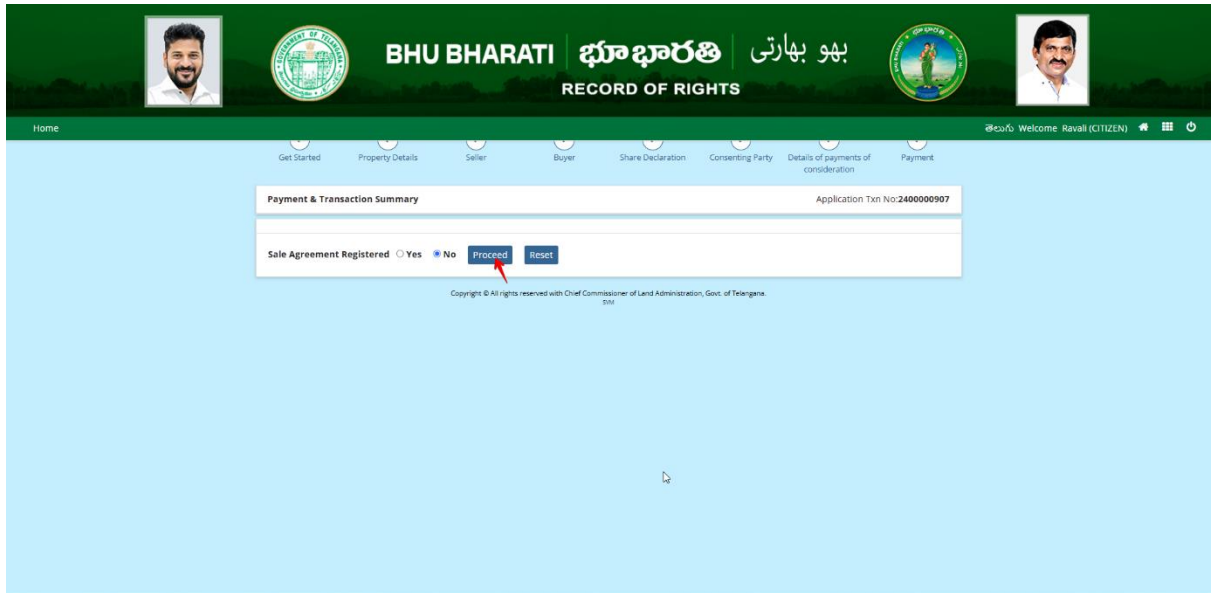
14. If you want to add consenting party details, choose 'Yes' radio button for Do you want to add consenting party details? Else select 'No' and you will be redirected to the next step.



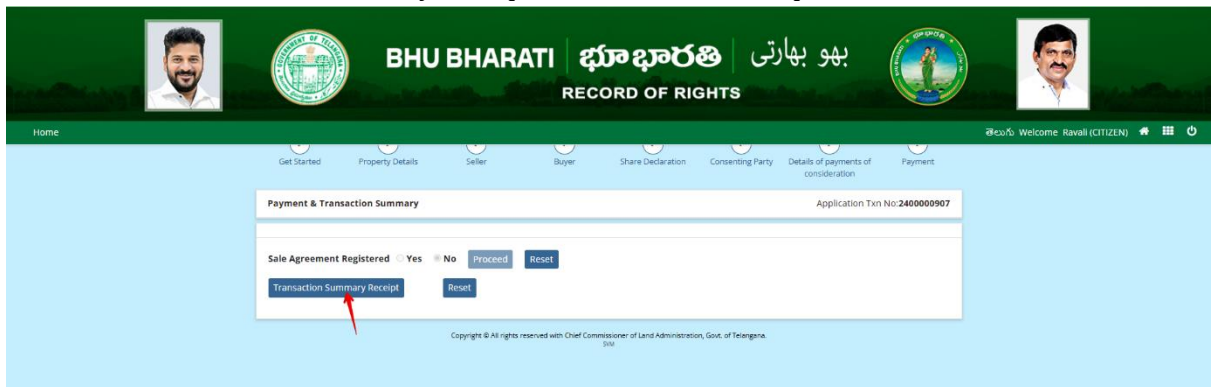
15. If you want to add payments of consideration details, choose 'Yes' radio button for Do you want to details of payments of consideration? Else select 'No' and you will be redirected to the next step.



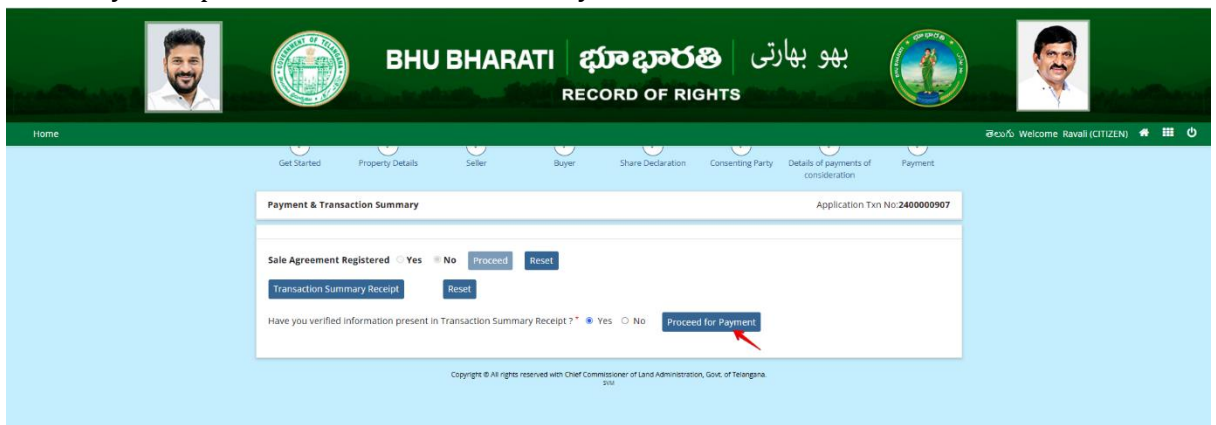
16. Sale agreement registered select Yes/No and Click on proceed.



17. Click on the Transaction Summary Receipt button and the receipt will be downloaded.



18. Choose Yes or No radio button for Have you verified information present in Transaction Summary Receipt? Click on the Proceed for Payment button.



## Payment

19. Payment can be made by either Seller or Buyer. By default, Buyer is selected. Click on the Generate Challan button.

Home Generate eChallan

Amount Paid By\*  Seller  Buyer

Party Details

Paid By	Party type	Party Name	Address	Mobile No.
Buyer	Buyer			

Payment Details

Stamp Duty (INR)*	Registration Fee (INR)*	Transfer Duty (INR)*	Haritha Nidhi (INR)
25630	2330	6990	50
PPB Charges (Including Courier Charges) (INR)	Mutation Charges (INR)	Total Payable Amount (INR)*	
300	375	35675	

Generate eChallan

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20. Check the checkbox for accepting terms and conditions and click on the Proceed button.

Home Payment Details

Application No.	Service Name	Total Amount (in INR)	Payment Date & Time	Remitter Name	Payment Status	e-Challan No.	Pass code
240000907	Registration	35675	15-04-2025 05:25 PM				

Accept terms & conditions of payment. [Click Here](#) to read terms & conditions.

Proceed

Disclaimer :-  
1. If payment is successful, Please proceed to "My Applications" under "Dashboard" for Slot Booking.  
2. If payment is failed, Please proceed to "My Applications" under "Dashboard" for Re-payment.  
3. If amount is debited from account and payment is not processed: Please wait for some time for Payment Status.

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21. You will be redirected to the payment gateway and pay the fee.



## Generate Document

22. Go to the Dashboard.

The screenshot shows the user interface of the BHU Bharati Record of Rights system. The top navigation bar contains the BHU Bharati logo and name in Telugu and English. A user profile 'Ravali' is visible in the top right corner. A dropdown menu is open, showing options: Dashboard, Slots, Applications, Payments, and Logout. The main content area is titled 'Welcome Ravali' and 'Transactional Services'. Below this, there are six service tiles: Registration, Mutation, ROR Corrections, Miscellaneous, N/A, and Appeal & Revision.

23. Click on the Generate Document button for that application.

The screenshot shows the user interface of the BHU Bharati Record of Rights system. The header includes the BHU Bharati logo and name in Telugu and English. A user profile 'Ravali' is shown in the top right. The main content area is titled 'Welcome Ravali'. Below this, there is a table of applications. The 'Generate Document' button for the application with ID 240000907 is highlighted with a red arrow.

ID	Process	Description	Date	Action 1	Action 2
240000904	REGISTRATION PROCESS	DEVELOPMENT AGREEMENT CUM GPA	15/04/2025	Pre Registration	Download Receipts
240000905	REGISTRATION PROCESS	DEVELOPMENT AGREEMENT CUM GPA	15/04/2025	Slot Booked	Download Receipts
240000906	REGISTRATION PROCESS	SALE	15/04/2025	Pre Registration	Download Receipts
240000907	REGISTRATION PROCESS	SALE	15/04/2025	Generate Document	Download Receipts

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24. Click on the Generate Document button. You can also download eChallan, Transaction Summary receipts, and under taking from Transferer and Transferee.

The screenshot shows the 'Pre Registration' page for Application Txn No: 2400000907. It features two tables:

Transaction Receipt Details		
S.No.	Document Type	Action
1	eChallan	<a href="#">Download</a>
2	Transaction Summary	<a href="#">Download</a>

Document Details		
S. No.	Name	Draft Document
1	Undertaking by Transferor	<a href="#">Download</a>
2	Undertaking by Transferee	<a href="#">Download</a>

Below the tables, there is a checkbox labeled 'We have read and verified the undertaking.' which is checked. A red arrow points to the 'Generate Document' button.

Disclaimer: 1. User can bring system generated deed document to Tahsildar & Jt. Sub Registrar office or user can prepare his/her own Deed Document.

25. The document is generated and downloaded. Click on the Confirm Document button.

This screenshot is similar to the previous one, but the 'Generate Document' button is now disabled (greyed out). A red arrow points to the 'Confirm Document' button.

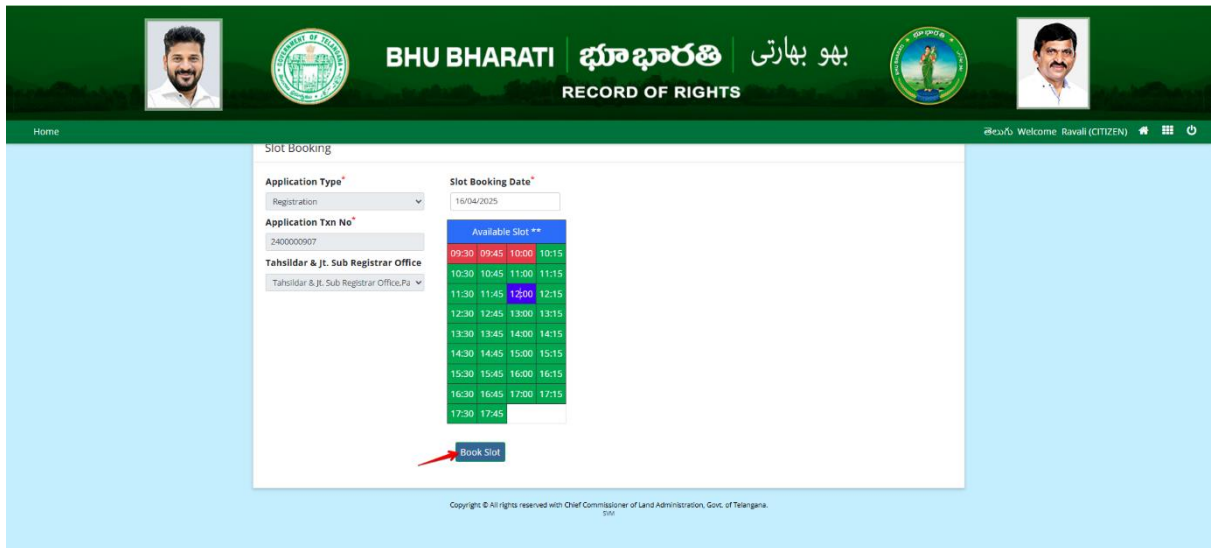
26. Click on Proceed for Slot booking button.

This screenshot is similar to the previous ones, but the 'Confirm Document' button is now disabled. A red arrow points to the 'Proceed for Slot Booking' button.



## Slot Booking

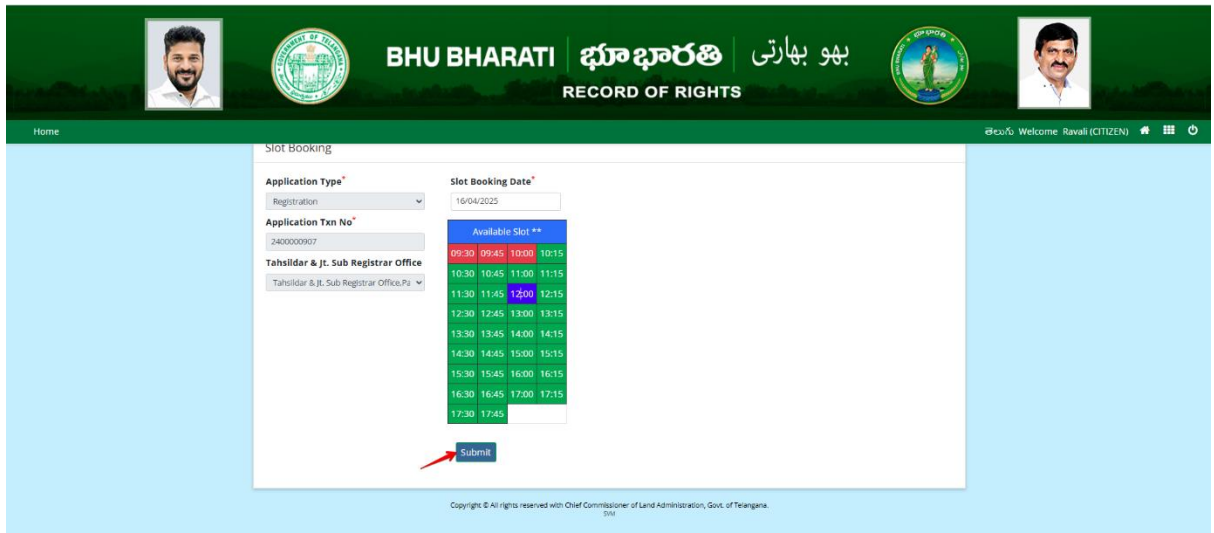
27. Select a date and time for slot booking. Click on Book Slot button.



The screenshot shows the 'Slot Booking' form on the BHU Bharati website. The form includes fields for 'Application Type' (Registration), 'Application Txn No' (2400009907), and 'Tahsildar & Jt. Sub Registrar Office' (Tahsildar & Jt. Sub Registrar Office, Pa.). The 'Slot Booking Date' is set to 16/04/2025. A table of available slots is displayed, with the 12:00-12:15 slot highlighted in green. A red arrow points to the 'Book Slot' button at the bottom of the form.

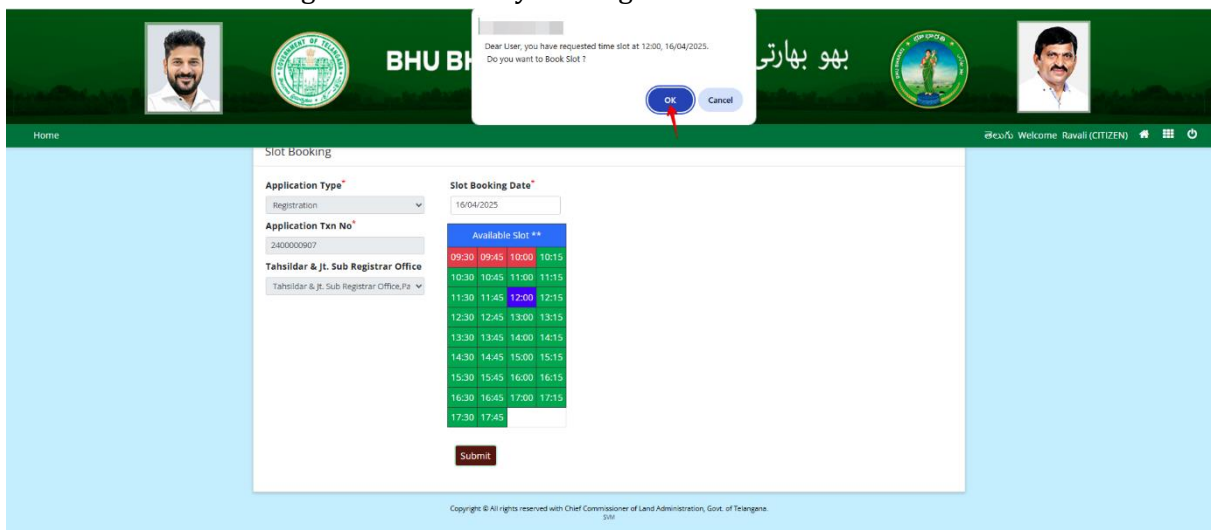
Available Slot **	
09:30	09:45
10:00	10:15
10:30	10:45
11:00	11:15
11:30	11:45
12:00	12:15
12:30	12:45
13:00	13:15
13:30	13:45
14:00	14:15
14:30	14:45
15:00	15:15
15:30	15:45
16:00	16:15
16:30	16:45
17:00	17:15
17:30	17:45

28. Click on the Submit button.



The screenshot shows the 'Slot Booking' form with the 'Submit' button highlighted by a red arrow. The form fields and slot table are identical to the previous screenshot.

29. Confirm the slot booking date and time by clicking on the OK button.



The screenshot shows a confirmation dialog box overlaid on the 'Slot Booking' form. The dialog box contains the text: 'Dear User, you have requested time slot at 12:00, 16/04/2025. Do you want to Book Slot?'. There are two buttons: 'OK' and 'Cancel'. A red arrow points to the 'OK' button. The form fields and slot table are visible in the background.





30. Slot is booked. Click on the Slot Receipt button to download the receipt. The application is forwarded to the Operator for capturing of photo and biometrics. Visit concerned Tahsildar office for further process on the date of slot booked.



The screenshot shows the user interface of the BHU BHARATI Record of Rights portal. At the top, there is a green header with the text "BHU BHARATI ಭೂ ಭಾರತಿ بهو بهارتی" and "RECORD OF RIGHTS". Below the header, a white box displays a congratulatory message: "Congratulations !! Your appointment has been booked." Below this message is a table with the following data:

Deed Name	Sub Deed	Tahsildar & JI Sub Registrar Office	Application Tin No	Slot Transaction No.	Appointment Date	Appointment Time
SALE	SALE DEED	Pargi	2400000907	9217	16/04/2025	12:00 PM

Below the table, there is a blue button labeled "Slot Receipt" with a red arrow pointing to it.

