



Chhattisgarh Unified Industrial Portal

Government of Chhattisgarh

User Manual

For

Stamp Duty Exemption

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1. Overview

As part of Chhattisgarh's overarching promise of "Business Made Easy," OneClick is the state's new single-window portal that brings speed, simplicity, and transparency to the business environment. From approvals and clearances to bill payments, land allotment, and compliance — everything an entrepreneur or investor needs is now just one click away.

Purpose: This document gives easy, step-by-step instructions for industrial users to apply for **Stamp Duty Exemption** incentive through the Department of Commerce and Industries using the **Single Window Portal**. It helps authorized users understand how to use the right links and sections.

2. How to Get Started

Enter the application URL (<https://oneclick.cgstate.gov.in>) in the browser and the page navigates to the Home page of the SWS application.

3. How to login

The user to login with the credentials into the application in the home and login page as a **Figure 3.1 & 3.2**.



Figure 3.1: Homepage Screen



Single Window System (<https://oneclick.cgstate.gov.in>)



Figure 3.2: Login Screen (A)

The Login page (as shown in **Fig. 3.3**) offers two login methods: **Login with Password** or **Login with OTP**. Choose your preferred option, then enter either your password or the OTP number to proceed.

Figure 3.3: Login Screen (B)

4. Dashboard

After a successful login, the page navigates to the Investor Dashboard (refer to **Fig. 4.1**), which displays all your units and includes an option to add new unit details at the end.

Now, click on the **Proceed** option to apply for **incentives**.



Single Window System (<https://oneclick.cgstate.gov.in>)



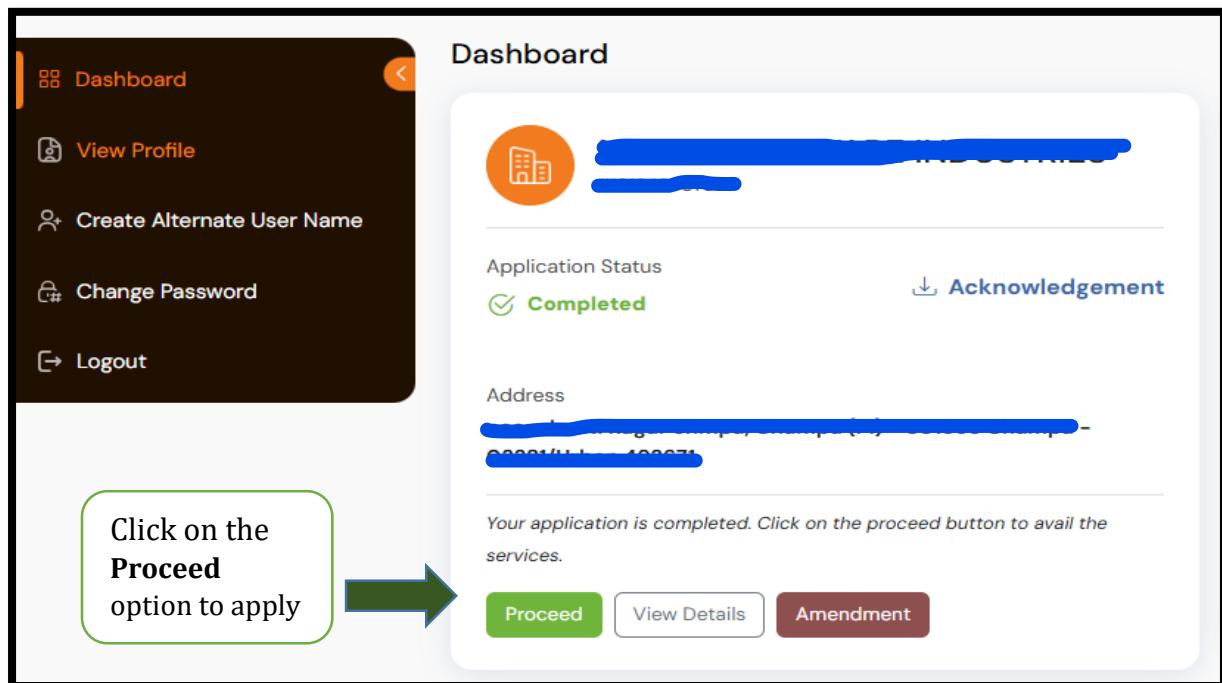


Figure 4.1: Dashboard

5. Apply for Incentives

Now, you will see a list of Incentives. Click on **Apply** at the right of **Stamp Duty Exemption** option (see Fig. 5.1).

Note: If your industry type is 'Existing', you must first get a **Production Certificate** to apply for the **Stamp Duty Exemption**.

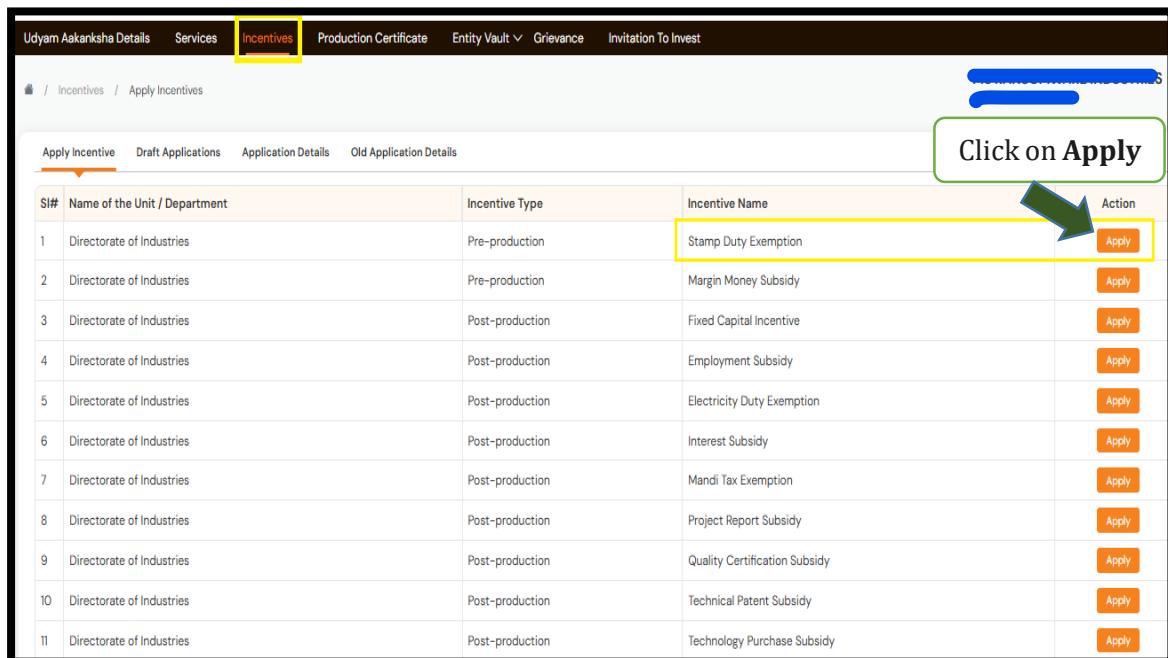


Figure 5.1: Apply Incentives Screen

5.1. Checklist for Application

Before proceed, please update documents in **entity vault** if any document is expired or not uploaded.

Application Type:

- **Land**

1. MOU / II (*If applicable*)
2. Project Report
3. Copy of Agreement with B1, P2 and Map (*Bhunaksha*)
4. Land Allotment Letter
5. Proof of Organization (MoA, AoA, Certificate of Incorporation/Partnership Deed with Firm Registration Certificate)
6. POA/Board Resolution (If applicable)

- **Loan**

1. MOU / II (*If applicable*)
2. Project Report
3. Loan Sanction Letter
4. Proof of Organization (MoA, AoA, Certificate of Incorporation/Partnership Deed with Firm Registration Certificate)
5. POA/Board Resolution (If applicable)

Now, select on **I Agree** and click on **Proceed** button

Application For Stamp Duty
Checklist for Application

Application Type: Land Loan

1. MOU / II (*If applicable*)
 2. Project Report
 3. Copy of Agreement with B1, P2 and Map (*Bhunaksha*)
 4. Land Allotment Letter
 5. Proof of Organization (MoA, AoA, Certificate of Incorporation/Partnership Deed with Firm Registration Certificate)
 6. POA/Board Resolution (If applicable)

Note: All data entered during Udyam Aakanksha will be considered for this application. If you want any changes, please amend your Udyam Aakanksha details. Click here to [Amend Udyam Aakanksha](#).

⚠ It is certified that the Khasra mentioned in the application has not been exempted from stamp duty earlier. (In case of purchase / lease of land)
 The following documents will be auto-fetched from entity vault. Please update documents in entity vault if any document is expired or not uploaded.

I Agree I Don't Agree

Click on Proceed

Figure 5.2: Checklist for Application Screen



Single Window System (<https://oneclick.cgstate.gov.in>)



5.2. Application for Stamp Duty Exemption

Please fill the required fields and click on **Save**.

1. Basic Information:

Please select:

- **Stamp Duty Exemptions Required For:**
 - Bank Loan or
 - Purchase of Land/Lease of Land/Shed/Building
- **Land Type:**
 - Industrial Area/ Industrial Park
 - NRDA (New Raipur Development Authority)
 - RDA (Raipur Development Authority)
 - Land in Private Industrial Area
 - Private Land
 - Land Bank
- **Industrial Policy:** 2024-30
- **Proposed Production Date:** 28-Jul-2025
- **Whether Purchase of Existing Unit?** Yes/No
- **Purchase of existing unit:**
 - Sick & Close Unit
 - Purchased through NCLT or SARFAESI Act or IBC
- **Document related to Purchased through NCLT or SARFAESI or IBC:** please select and upload

Basic Information

Udyam Aakanksha Number 11101842607979	Name of Unit MS RANSOMWARE INDUSTRIES	Industry Type New
Category of Enterprise Micro	Type of Organization Society	Industrial Policy 2024-30
Stamp Duty Exemptions Required For *	Land Type *	Purchase of existing unit *
<input type="text" value="Purchase of Land/Lease of Land/Shed/Building"/>	<input type="text" value="Land Bank"/>	<input type="text" value="Purchased through NCLT or SARFAESI Act or IBC"/>
Proposed Production Date *	Whether Purchase of Existing Unit?	
<input type="text" value="28-Jul-2025"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Document related to Purchased through NCLT or SARFAESI or IBC *		
<input type="text" value="No File Chosen"/>		
<i>(File type allowed is pdf, jpg, png, Max Size 2 MB)</i>		

Figure 5.3: Basic Information section



Single Window System (<https://oneclick.cgstate.gov.in>)



2. Details of the Land:

Please enter:

- Land area
- Unit:
 - Acre
 - Hectare
 - Square Metre
- District
- Block
- ULB
- Khasra No.
- Land Allotment Order Doc: please select and upload

Figure 5.3: Details of the Land section

3. Stamp Duty Exemption Preview:

Now, you will see an application preview for:

- Basic Information
- Project Information
- Land and Utility Requirement
- Application for Stamp Duty

Please review all your details on preview, if you find any errors, please click on edit and update. Once all details are corrected.

please select on, **I/We, hereby solemnly affirm and declare that:**

and click on **Submit** button (see Figure 5.4)



Single Window System (<https://oneclick.cgstate.gov.in>)



Application for Stamp Duty Exemption

Basic Information

Project Information

Land and Utility Requirement

Application for Stamp Duty

I/we hereby solemnly affirm and declare that:

1. The information provided in the application form is complete and accurate to the best of my knowledge, and no facts have been concealed.
2. The application form is being submitted in accordance with the information related to Stamp Duty Exemption mentioned above.
3. That, for a period of 5 years from the date of commencement of commercial production of the unit or till the date of final grant sanction, whichever is later, minimum 100%, 70% and 40% employment in unskilled, skilled and managerial/administrative categories respectively will continue to be given to the native residents of the state while the unit is in production.
4. In the case of micro and small industries or micro and small service enterprises, the Exemption Certificate from Stamp Duty must be issued within 3 years from the date of execution of the sale deed/lease agreement/land allotment/land conversion, whichever is later. • For medium industries/service enterprises – within 4 years • For large industries – within 5 years from the commencement of commercial production or service activities.
5. of final grant sanction, whichever is later, minimum 100%, 70% and 40% employment in unskilled, skilled and managerial/administrative categories respectively will continue to be given to the native residents of the state while the unit is in production.
6. A minimum of 5% of the margin money for the project will be arranged from own sources.
7. It is also solemnly declared that the industrial unit shall provide employment to the domiciles of the state in the industry – 100% in unskilled, 70% in skilled, and 40% in managerial categories – for a period of five years from the date of commencement of minimum production.
8. The land parcel/bank amount obtained through stamp duty exemption shall be used strictly for the same purpose for which the Stamp Duty Exemption Certificate is issued.
9. The b
10. The concerned authority for the industrial/service enterprise.

Click on Submit

Submit **Edit** **Cancel**

Figure 5.4: Application Preview page

3. Stamp Duty Exemption application no:

After submitting your application, you will see an application no.

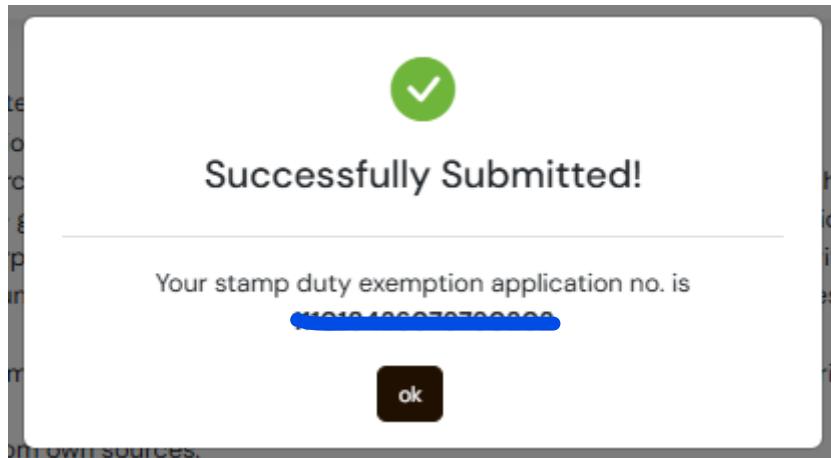


Figure 5.5: Successfully Submitted! message

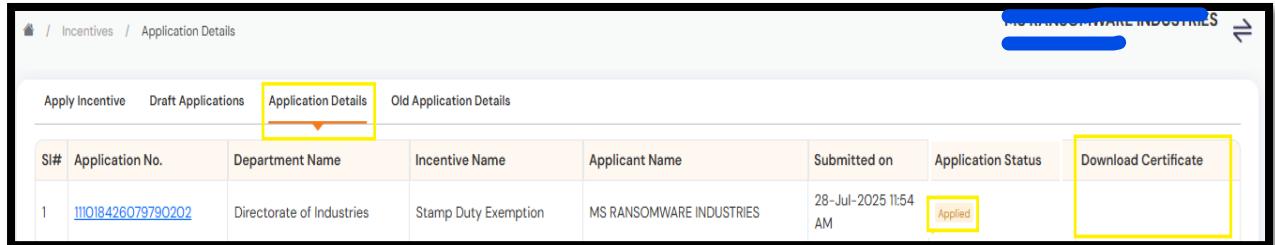


Single Window System (<https://oneclick.cgstate.gov.in>)



5.3. Download Certificate for Stamp Duty Exemption

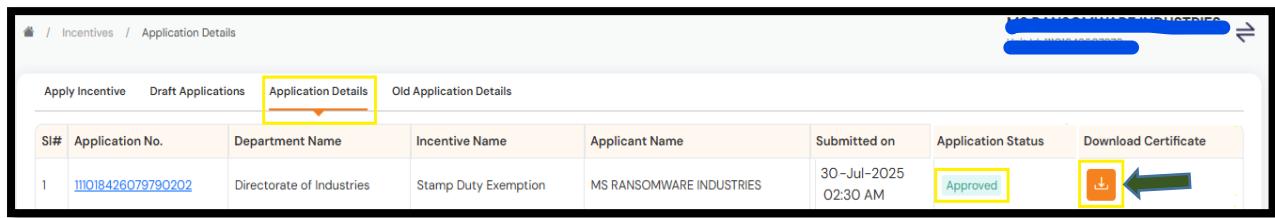
After submitting your application, click on **Application Details**. The application status will initially show as **Applied**. Once your application is **Approved** (within 30 days), you will be able to download the certificate for Stamp Duty Exemption (see Fig. 5.6 & Fig. 5.7).



The screenshot shows a table with the following data:

SI#	Application No.	Department Name	Incentive Name	Applicant Name	Submitted on	Application Status	Download Certificate
1	111018426079790202	Directorate of Industries	Stamp Duty Exemption	MS RANSOMWARE INDUSTRIES	28-Jul-2025 11:54 AM	Applied	Download Certificate

Figure 5.6: Application Details section



The screenshot shows a table with the following data:

SI#	Application No.	Department Name	Incentive Name	Applicant Name	Submitted on	Application Status	Download Certificate
1	111018426079790202	Directorate of Industries	Stamp Duty Exemption	MS RANSOMWARE INDUSTRIES	30-Jul-2025 02:30 AM	Approved	Download Certificate

Figure 5.7: Download Certificate section

