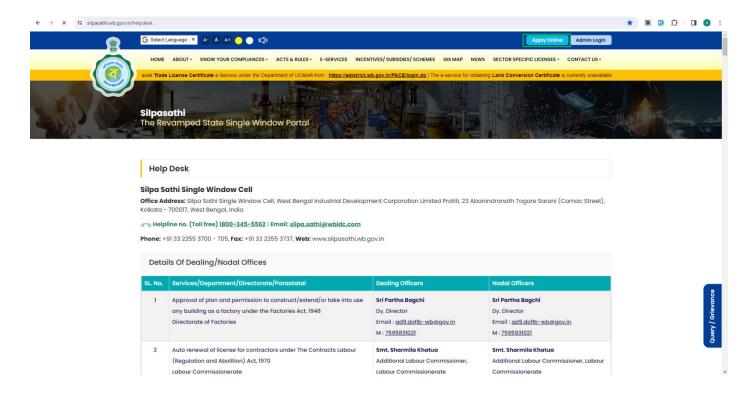
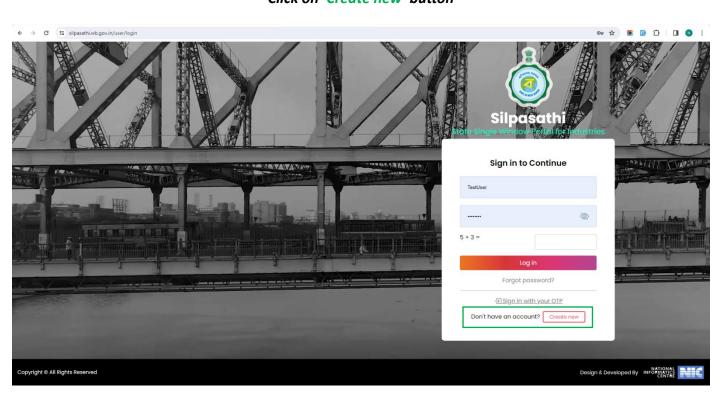
Ownership Change of Wood-based Industries

Provided as a service in
Online Single Window of the
State (SILPASATHI)

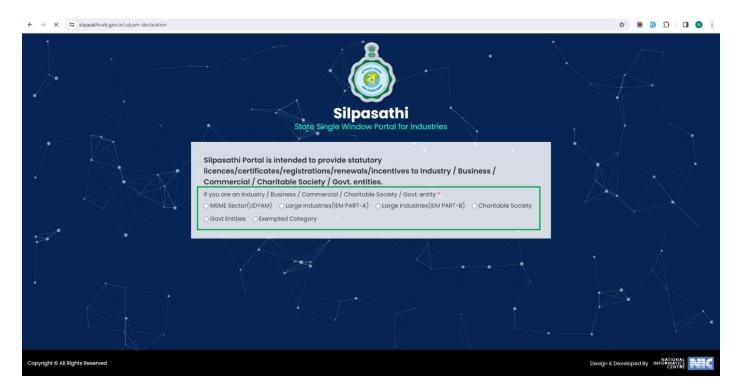
Log on to www.silpasathi.wb.gov.in and click on 'Apply Online' button.



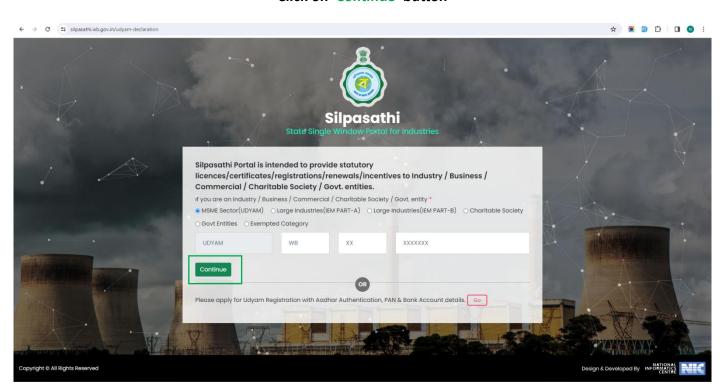
Click on 'Create new' button



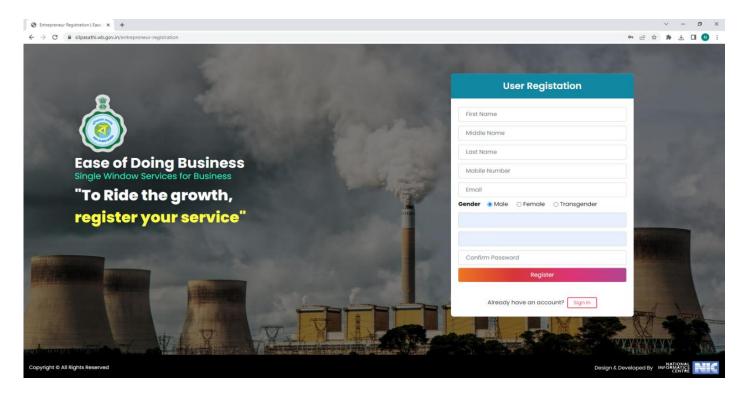
Select the specific industry/entity type



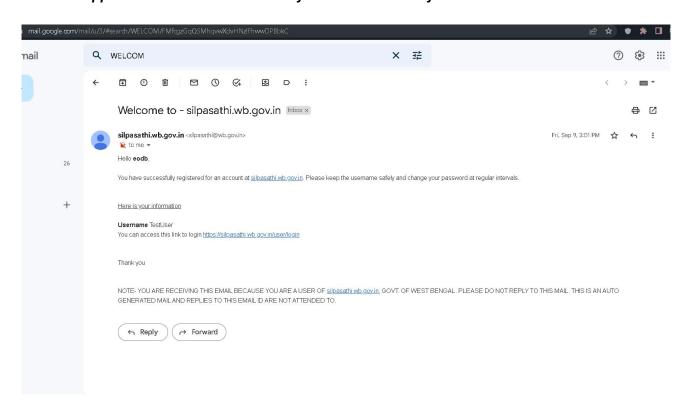
Click on 'Continue' button



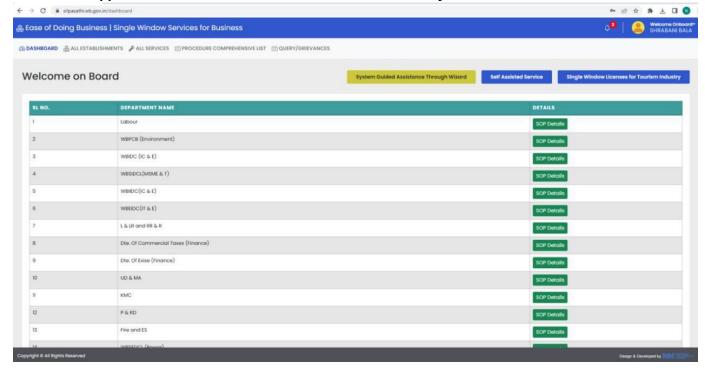
The <u>'User Registration'</u> window will appear with the relevant fields that the applicant need to fill accurately and click on <u>'Register'</u> as shown by the below screenshot. In case the applicant already have an account, click on the <u>'Sign In'</u> button and login using valid User ID, password and Captcha



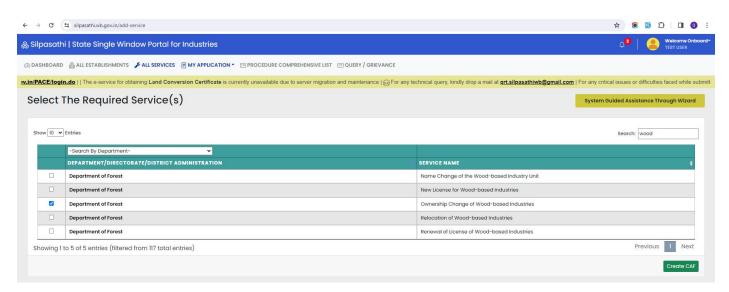
Applicants will receive email confirmation. Please refer to the screenshot below



Applicants will be directed to the user dashboard. Refer to the screenshot below

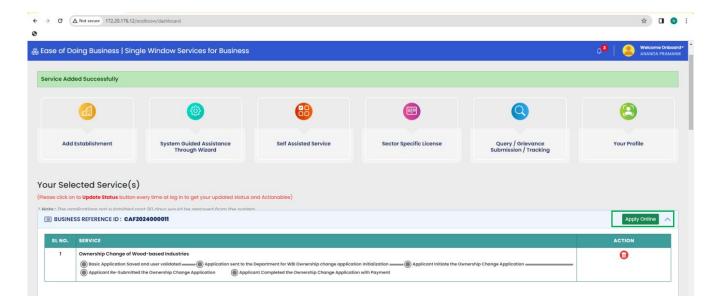


Click on 'All services' button and select the service 'Ownership Change of Wood-based Industries '

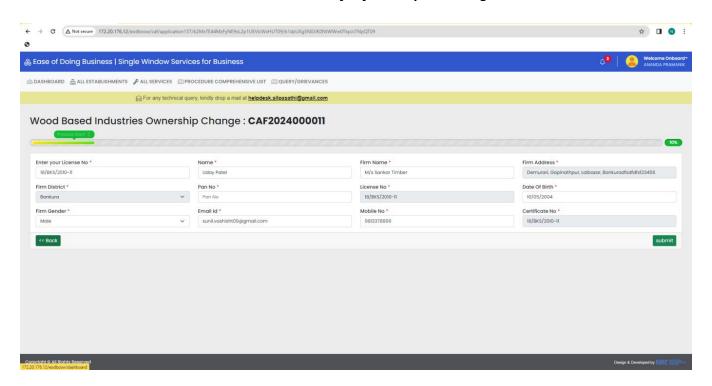


The concerned service will be added to the user dashboard successfully and an unique CAF ID will be generated

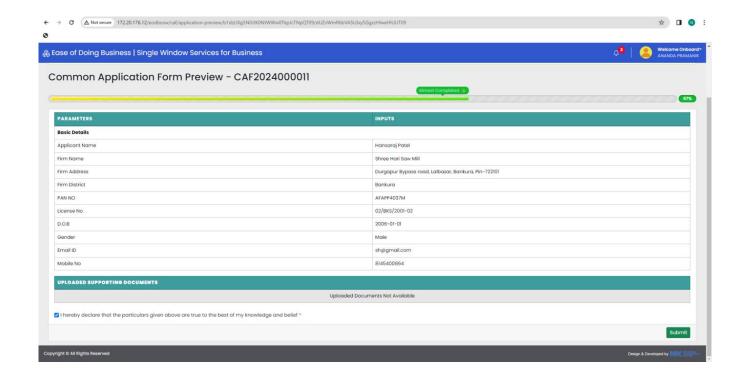
Click on 'Apply Online'



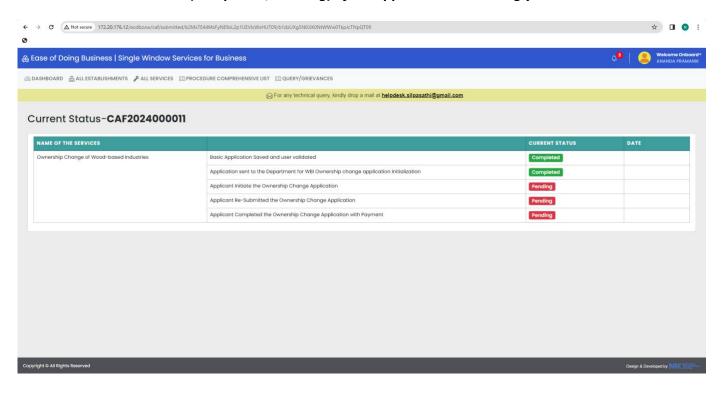
Once done, applicant needs to fill in the necessary details as mentioned in the application and click on 'Save & Continue' for further proceedings



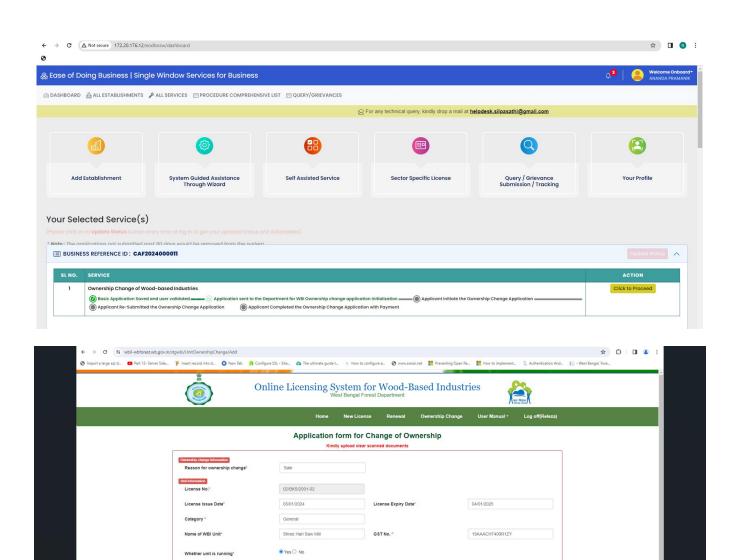
Once done, applicant will be directed to the preview page. After checking all the details, applicant can submit the application by clicking on the 'Submit' button as mentioned in the screenshot below:

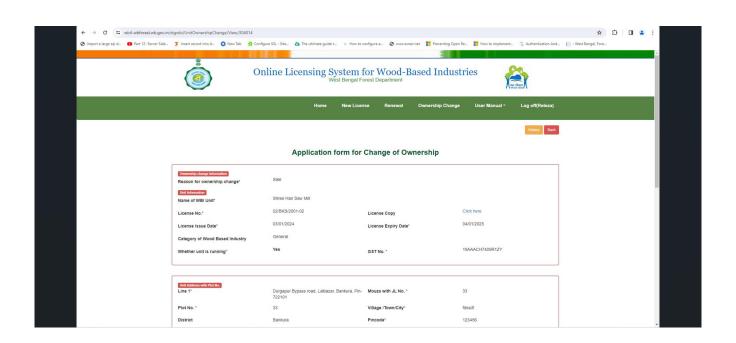


Applicant will be redirected to the 'Check status' page where he will be able to view the updated status (Completed/Pending) of his application accordingly



The application is successfully initiated at the department's end. However, in case applicant is instructed to do certain correction again in the application and have to resubmit, the same will be visible in the dashboard and eventually has to be done by the applicant for further process. Kindly refer to the below mentioned screenshots:





Last Renewal slip document

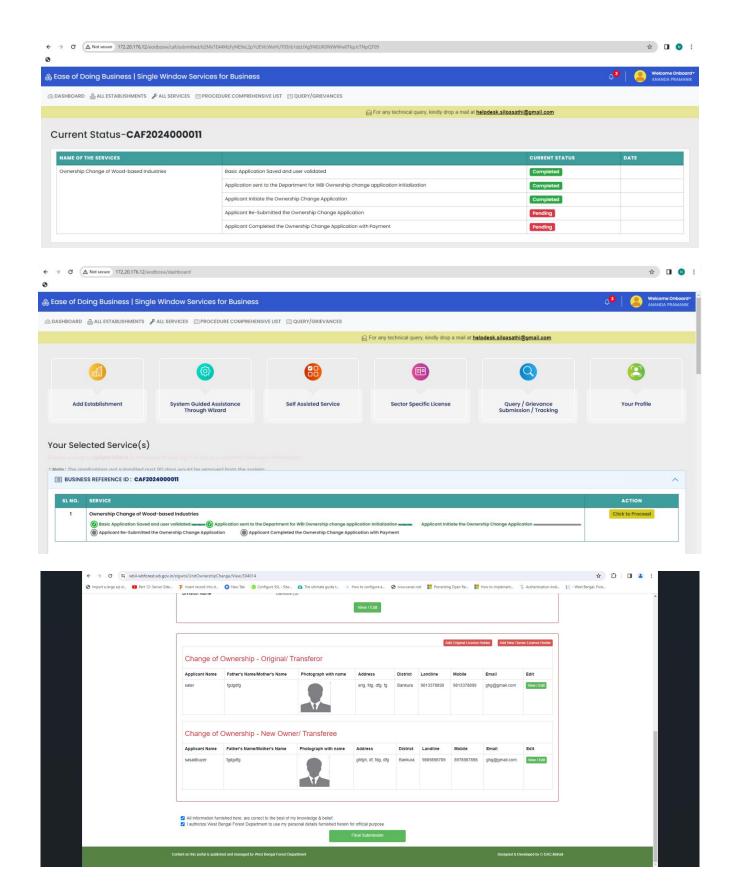
Choose file passdport.jpg
.PDF,JPEG,JPG,PNG upto 1MB size

Choose file sam.jpg
.PDF,JPEG,JPG,PNG upto 1MB size

Copy of License document

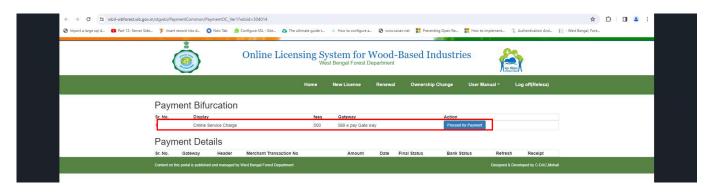
Gift Deed / Affidavit / Sale Deed document

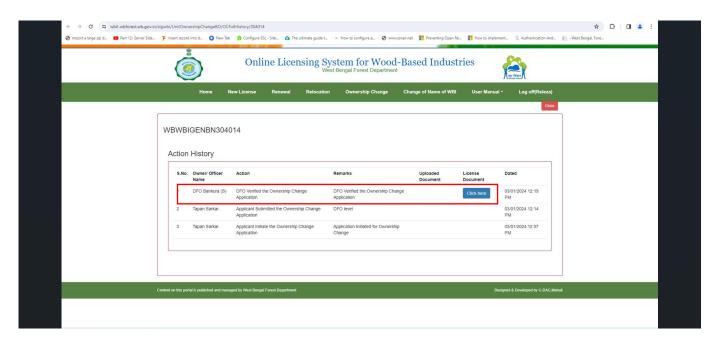
Choose file sam.jpg
.PDF,JPEG,JPG,PNG upto 1MB size



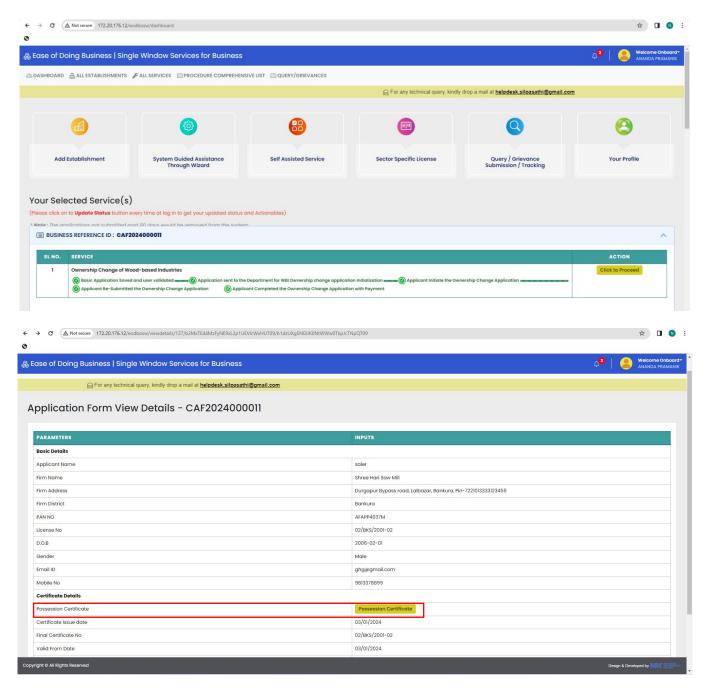


Once done, applicant will be directed for the payment process which he can proceed through his dashboard. Please refer to the screenshots below.





Once the application is approved, the same is reflected in the dashboard and applicant can download the approved certificate. Please refer to the screenshots below:



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