

# Applicant User Manual

<https://postlottery1.mhada.gov.in/>

## Applicant Login:

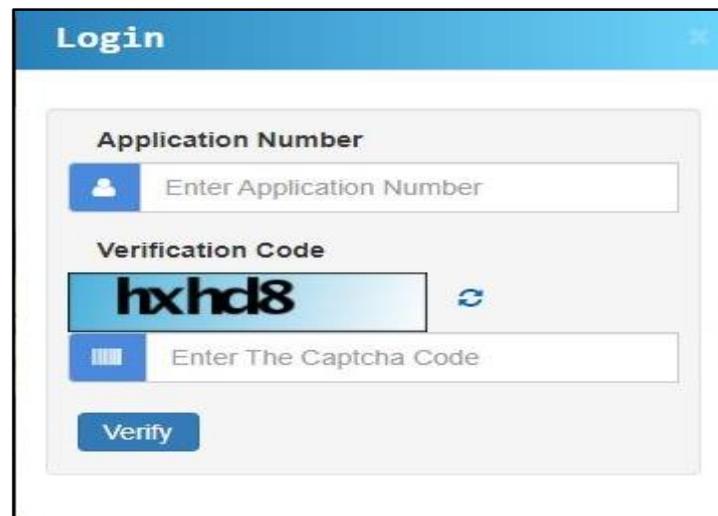
The applicant can check the status of his application, submit relevant documents; appeal Against ineligibility; apply for certain services such as NOC, surrender of property etc.

### 1. Login

**Step 1:** Click on “LOGIN” Button to login on post lottery application.



**Step 2:** -Enter Your Application Number and then Verification Code and click on Verify button.

The image shows a login form titled 'Login' in a blue header. The form has a light gray background and contains the following elements: a section titled 'Application Number' with a blue user icon and a text input field containing 'Enter Application Number'; a section titled 'Verification Code' with a blue input field containing 'hxhd8' and a blue refresh icon; a section with a blue captcha icon and a text input field containing 'Enter The Captcha Code'; and a blue 'Verify' button at the bottom.

**Note-**When you login for the first time you will get OTP on your registered mobile no and then you can set password. (Password contains At least one capital letter, one small letter, one special character and one number and password should be at least 8 characters)

**Set Password**

**Password**

Enter Password

**Confirm Password**

Enter Password

Save Password → Back

- ✗ At least one capital letter
- ✗ At least one small letter
- ✗ At least one Special Character
- ✗ At least one number
- ✗ Should be at least 8 characters
- ✓ Confirm Password should match with password

**Step 3:** After successful login you have to fill the Application Form Part(A+B).

In part A Lottery information will be displayed, you can edit “first name, Middle name, last name, Spouse name, Address, Email-id, Mobile no and Photo if required.

In part B you have to enter the details of source of income from agriculture land, source of income from own business, source of income from Service, other income source if any and then fill details of Regulation 19 (Nominee details).

**Note:** All (\*) fields are mandatory.

After filling all details click on Submit button.

Application Form (Part A & B)

Part A

1) Application No. 221xxxxxxxx	2) Income Group Lxx	 <a href="#">Change Document</a>
3) UID (Aadhaar No) 65xxxxxxxx	4) Scheme Code 27xx	
5) Scheme Name viraxxxx	6) Tenement (Building, Wing, Floor, Flat) 1x, x, x, 1xx	
7) Category Code xx	8) Marital Status Marxxx	9) Draw Status Drawxxxx
10) Priority 4xx	11) PAN BXKPD0978C	12) Gender fexxx
13) Title MXX	14) First Name * naxxx	15) Middle Name xyz
16) Last Name * xyz	17) DOB 1x/0x/19xx	18) Spouse Name * xyz
19) Address xyz		
20) Mobilenumber * 91xxxxxxxx	21) Email.Id * abc@gmail.com	

Part B

If you have source of income from agriculture land, fill the details

Survey No	Area In Acres	Village	Taluka	District	State	As Owner or As Tenant

If you have source of income from your own business, fill the Nature and Details of Business

22) Name and Address of the Establishment

If you have source of income from service, fill the details of service

23) Name and Address of the Employer

If you have source of income from other income sources fill the details

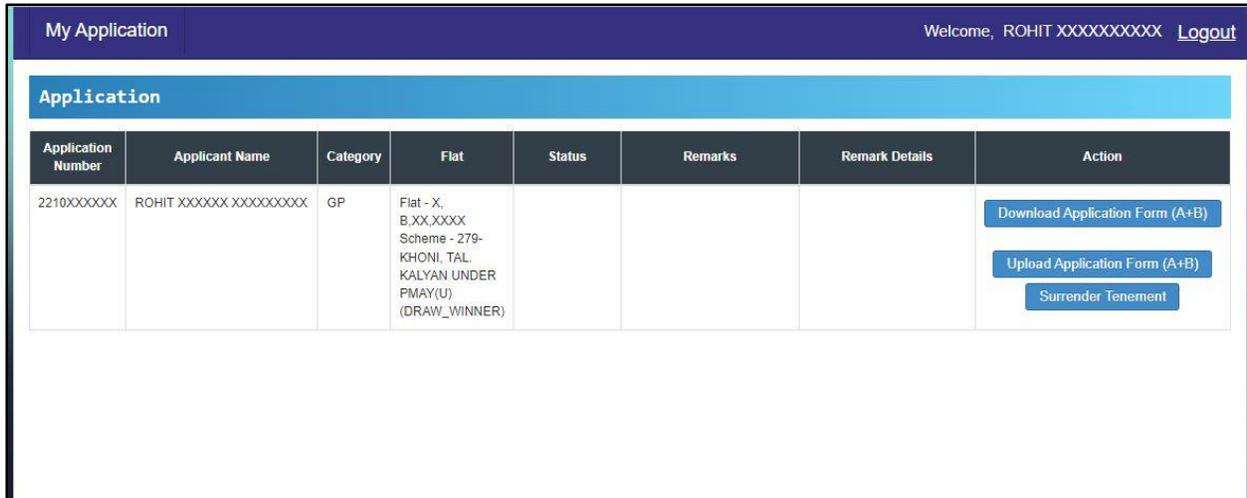
24) Details about other income source

Please Fill the Following vide Regulation No. 19 \*

Name of person staying with Applicant	DOB	Exact relationship with Applicant	If employed, details	Employed since (with present employer)	Total Monthly Earnings	Ration Card No.	Ration Card - Date of Issue	Full Residential Address	Action

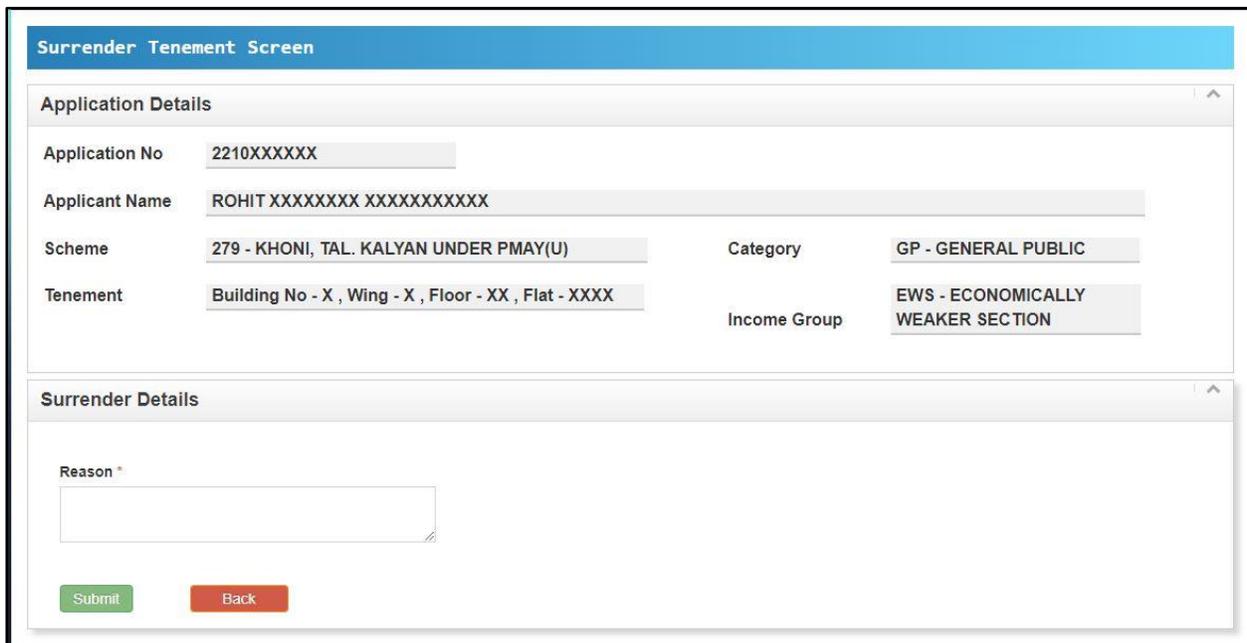
## Surrender Tenement:

**Step 1:** click on “My Application” and then click on “Surrender Tenement” button.



The screenshot shows a web interface titled "My Application". At the top right, it says "Welcome, ROHIT XXXXXXXXXXXX Logout". Below this is a section titled "Application" containing a table with the following columns: Application Number, Applicant Name, Category, Flat, Status, Remarks, Remark Details, and Action. A single row is visible with the following data: Application Number: 2210XXXXXX, Applicant Name: ROHIT XXXXXX XXXXXXXXXXXX, Category: GP, Flat: Flat - X, B.XX,XXXX Scheme - 279- KHONI, TAL. KALYAN UNDER PMAY(U) (DRAW\_WINNER). In the Action column, there are three buttons: "Download Application Form (A+B)", "Upload Application Form (A+B)", and "Surrender Tenement".

**Step 2:** Below Screen will appear then enter your surrender reason (Reason is Mandatory) and then click on the “Submit” button.



The screenshot shows a web interface titled "Surrender Tenement Screen". It is divided into two sections: "Application Details" and "Surrender Details". The "Application Details" section contains the following information: Application No: 2210XXXXXX, Applicant Name: ROHIT XXXXXXXXXXXX XXXXXXXXXXXX, Scheme: 279 - KHONI, TAL. KALYAN UNDER PMAY(U), Category: GP - GENERAL PUBLIC, Tenement: Building No - X , Wing - X , Floor - XX , Flat - XXXX, and Income Group: EWS - ECONOMICALLY WEAKER SECTION. The "Surrender Details" section contains a form with a "Reason" label and a text input field. Below the input field are two buttons: "Submit" and "Back".

**Step 3:** After submitting download the Surrender Tenement Application and take print and it submit it to Konkan Board Marketing Department.

## Appeal Against Ineligibility:

**Step 1:** Click on Appeal button to Appeal Against Ineligibility.

**Step 2:** Below window will appear



The screenshot displays the MHADA Post Lottery Portal interface. At the top, the MHADA logo and name are visible alongside the text 'MAHARASHTRA HOUSING AND AREA DEVELOPMENT AUTHORITY' and 'Post Lottery Portal'. Below this, there are navigation links for 'My Application' and 'Appeal', and a user greeting 'Welcome, DHARMA XXXXXXXXXXXX' with a 'Logout' link. The main content area is titled 'Print Appeal Letter' and contains a form with the following fields:

Application No.	2210XXXXXX
Application Name	DHARMA XXXXX XXXXXXXXXXXX
Remarks *	<input type="text"/>

At the bottom of the form is a blue 'Submit' button.

**Step 3:** You will see your application number and your name

**Step 4:** Enter your remark for appeal and then click on Submit button

**Step 5:** After submitting the Appeal letter will generate, download the letter and then submit documents along with this letter to MHADA office.

**Thank You.....!!!!!!**