



Welcome to NDMC

**This is a step wise guide
for Online Birth Certificate -
Name Inclusion Service**

Visit the following link

<https://eservices.ndmc.gov.in/nameinclusion/>

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DISCLAIMER

- 1) Online name inclusion can only be done by parents.
- 2) Aadhaar verification of Mother/Father will be done with Digi Locker application.
- 3) Name inclusion of up to 365 days is free through this portal.
- 4) Name inclusion of above 365 days, will be charged a amount of Rs.10.
- 5) Name inclusion of above 365 days : Name shall be included in Birth Certificate only after successful receiving of payment.
- 6) Applicant will be redirected to Digi Locker. You have to successfully login with DigiLocker and accept consent to share data with NDMC.
- 7) Child name once entered shall be charged only at CFC Centers.

PREREQUISITE

- 1) In this process you are required to Login to DigiLocker. So you are advised to Sign Up the DigiLocker (if you are not signed up yet).
- 2) Sign up to DigiLocker with your same mobile number which is linked with Aadhaar.

Search your Application

Online Birth Certificate - Name Inclusion Service

ऑनलाइन जन्म प्रमाणपत्र -नाम समावेशन सेवा

Application No.(आवेदन सं) *

Application Number (आवेदन संख्या)

OR (अथवा)

Registration Number(पंजीकरण संख्या) *

Registration Number(पंजीकरण संख्या)

Date Of Birth (जन्म तिथि) *

DD-MM-YYYY

OR (अथवा)

(Atleast Two Fields Should be Filled For Below Search)

Date Of Birth (जन्म तिथि)

DD-MM-YYYY

Gender (लिंग)

-- Select Gender --

Father's Name (पिता का नाम)

FATHER'S NAME (FIRST 3 CHARACTERS)

Mother's Name (माता का नाम)

MOTHER'S NAME (FIRST 3 CHARACTERS)

Place Of Birth (जन्म स्थान)

-- Select Birth Place --



Enter Captcha

CAPTCHA CODE

3

Click to Search

2

Enter Captcha

1

You can search your application with any of these three combination

Search

Reset

Back

Select your Application

Online Birth Certificate - Name Inclusion Service ऑनलाइन जन्म प्रमाणपत्र -नाम समावेशन सेवा

Show 10 entries

Search:

| S.No. | Child Name | Father Name | Mother Name | Stage |
|-------|------------|-------------|-----------------------------------|--------|
| 1 | | test | <input type="text" value="Name"/> | Select |

Showing 1 to 1 of 1 entries

Previous 1 Next

1 Check and Select your application from here to continue.

Reset

Search your Application

Online Birth Certificate - Name Inclusion Service

ऑनलाइन जन्म प्रमाणपत्र - नाम समावेशन सेवा

Mobile(मोबाइल नंबर)

Applicant Mobile

SMS

1

Enter your
mobile number
here

2

Click here

Validate your Application

Online Birth Certificate - Name Inclusion Service

ऑनलाइन जन्म प्रमाणपत्र - नाम समावेशन सेवा

Mobile(मोबाइल नंबर)

9310068604

909046

RE-SEND

Relation With Child (बच्चे के साथ रिश्ता)

Father

Father's Name (पिता का नाम)

पिता का नाम

Father's Aadhar No (पिता का आधार नंबर)

पिता का आधार नंबर

2

Enter
Aadhaar
Number of
Father

1

Enter
Father's
Name

3

Enter
Captcha

CAPTCHA

Validate

Back

Important Note:

1. After clicking on Validate you will be redirected to Digi Locker. You have to Login and accept the consent.

4

Click to
Validate

Login to Digi Locker

Meri Pehchaan NATIONAL SINGLE SIGN-ON

G20 INDIA 2023

Sign In to your account via DigiLocker

Mobile Username Others

Mobile*

PIN*

[Forgot security PIN?](#)

I consent to MeriPehchaan [terms of use.](#)

Sign In

New user? [Sign up for Meri Pehchaan](#)

OR

Continue with

ई-प्रमाण e-Pramaan जन आरिचय

Sign in with your same mobile number which is linked with your Aadhaar number.

Enter OTP

The screenshot displays the 'Verify OTP' interface. At the top, it features the logos for 'Meri Pehchaan NATIONAL SINGLE SIGN-ON' and 'G20 INDIA'. The main heading is 'Verify OTP'. Below this, a message states: 'DigiLocker has sent you an OTP to your registered mobile (xxxxxx8604). OTP will be valid for 10 Minutes.' There is an input field labeled 'Enter OTP*' and a 'Resend OTP in 00:55' timer. A prominent green 'Sign In' button is located at the bottom of the form.

1

Enter
OTP

2

Click
here to
Sign In

Consent to Share Aadhaar

NDMCUIDAIAPP



You are providing your consent to share your Digilocker document with NDMCUIDAIAPP.

Allow

Deny

Click here to
allow your
consent

Name Inclusion

Name Inclusion
before 365 days

Online Birth Certificate - Name Inclusion Service

ऑनलाइन जन्म प्रमाणपत्र - नाम समावेशन सेवा

| | |
|-------------------------------------|----------------------|
| Registration No. (पंजीकरण संख्या) | 123567 |
| Application No. (आवेदन संख्या) | MMMMB0000153/2023 |
| Name of Child (बच्चे के नाम) | |
| Date of Birth (जन्म तिथि) | 01-May-2023 02:19 PM |
| Father's Name (पिता का नाम) | test |
| Mother's Name (माता का नाम) | Suzuka |
| Place of Birth (जन्म स्थान) | bangluru |
| Permanent Address (स्थायी पता) | Mayuer vihar phase 1 |

| | | |
|---|---|-------------------|
| Child Name (बच्चे का नाम) | <input type="text" value="Child Name"/> | Applicant's Image |
| Confirm Child Name (बच्चे का नाम) | <input type="text" value="Confirm Child Name"/> | |
| Applicant Name (आवेदक का नाम) | <input type="text" value="TEST"/> | |
| Applicant's Aadhar (आवेदक का आधार नंबर) | <input type="text" value="XXXXXXXX1234"/> | |
| Applicant Address (आवेदक का पता) | <input type="text" value="NDMC"/> | |
| Email-ID (ईमेल) | <input type="text" value="Applicant Email-ID"/> | |
| Mobile(मोबाइल नंबर) | <input type="text" value="9310068604"/> | |

[Submit](#) [Home](#)

Applicant's Name Should be mached with Father/Mother name

1

Please note that if you applied for name inclusion within 365 days, then after submission (Step-3), the process is completed and the required certificate will be generated which you can download/print.

2

Fill up the required details

3

Click here to submit and proceed

Name Inclusion

Name Inclusion
after 365 days

Online Birth Certificate - Name Inclusion Service

ऑनलाइन जन्म प्रमाणपत्र - नाम समावेशन सेवा

| | |
|-------------------------------------|----------------------|
| Registration No. (पंजीकरण संख्या) | 5236 |
| Application No. (आवेदन संख्या) | MMMM0000154/2023 |
| Name of Child (बच्चे के नाम) | |
| Date of Birth (जन्म तिथि) | 01-May-2018 02:26 PM |
| Father's Name (पिता का नाम) | testingfather |
| Mother's Name (माता का नाम) | surbhi |
| Place of Birth (जन्म स्थान) | bangluru |
| Permanent Address (स्थायी पता) | Mayur Vihar phaser-1 |

| | | |
|---|---|-------------------|
| Child Name (बच्चे का नाम) | <input type="text" value="Child Name"/> | Applicant's Image |
| Confirm Child Name (बच्चे का नाम) | <input type="text" value="Confirm Child Name"/> | |
| Applicant Name (आवेदक का नाम) | <input type="text" value="TEST"/> | |
| Applicant's Aadhar (आवेदक का आधार नंबर) | <input type="text" value="XXXXXXXX1234"/> | |
| Applicant Address (आवेदक का पता) | <input type="text" value="NDMC"/> | |
| Email-ID (ईमेल) | <input type="text" value="Applicant Email-ID"/> | |
| Mobile(मोबाइल नंबर) | <input type="text" value="9310068604"/> | |

1 Fill up the required details

2 Click here to make payment

Make Payment Home

Applicant's Name Should be mached with Father/Mother name

Payment Information

Name Inclusion
after 365 days

Online Birth Certificate - Name Inclusion Service ऑनलाइन जन्म प्रमाणपत्र -नाम समावेशन सेवा

Payment Information (भुगतान की जानकारी)

Reference Number (प्राप्तकर्ता का नाम)*

649746

Payee Name (प्राप्तकर्ता का नाम)*

TEST

Mobile (मोबाइल नंबर)*

9310068604

Full Address (पूरा पता)*

NDMC

Transaction's Remark (लेन-देन टिप्पणी)*

Birth Name Inclusion Above 365 Day

Name Inclusion Chareg(नाम समावेशन शुल्क)*

10.00

Total Payable Amount(कुल देय राशि)*

10.00

Email (ईमेल)*

test@gm.com

Adhar No (Last 4 Digit)(आधार संख्या (अंतिम 4 अंक))

1234

Submit

Click here to
confirm your
payment
information
and proceed
further.

Index

Online Birth Certificate - Name Inclusion Service

ऑनलाइन जन्म प्रमाणपत्र -नाम समावेशन सेवा

Success!

Your Challan Number for Name Inclusion Payment Has Been Successfully Generated. Your Challan Number Is : **303718977**. This Challan is Valid Till : **09-May-2023**. You can pay your challan by clicking on button or go to NDMC official website and make challan payment. Name Inclusion will be done only after successful receiving of payment.

[Click To Challan Payment](#)

Click here
to pay the
challan

Verify Challan & Pay

Name Inclusion
after 365 days

Challan No.

Captcha Image

Enter Captcha

1

Please note that if you applied for name inclusion after 365 days, then after submission (Step-3), pay the challan amount and the process is will be completed. Thereafter the required certificate will be generated which you can download/print.

3 Click here to pay the challan.

2 Enter Captcha



Thank-you