



# SINGLE WINDOW SYSTEM EXPLORE I INVESTIGROW

# singlewindow.jk.gov.in

## Letter for Distance from

Forest

## Single Window System - J & K







### Please Create Project before applying for any services

After login into the website, select My Project from the side menu. Then following page will appear. Click on the Create New Project to create your project.



	4	sandeep27	No	View Land Application	Pay I and Allotment	Add CAE

### Please Add CAF to Start Applying for Services

After login, select **My Project** from the side menu and click on **Add CAF** action button from the project list. Note: Add CAF button will not come if land requisition payment is incomplete.

					Logged in as shaifali
*	My Projects			*	Dashboord / My Projects
2 Dashboard					
My Project				Cr	eate New Project +
My Document Manager	SL. No.	Project Name	Land Status	Action	
My Service List	1	Project2	No	Land Regulsition	



For more details on how to create project and add CAF, visit the folowing link: https://singlewindow.jk.gov.in/user\_mannual





## Letter for Distance from Forest

### After login, select My Service List from the left side menu. Click on Add New Service.

SINGLE WINDOW SYSTEM		Logged in as jk
≪	My Service List	倄 / Dashboard / My Services List
<u>ය</u> Dashboard		
My Project	Project Name	Add new service
My Document Manager	CAF ID 174092293	
My Service List		
My Incentive	Show 10  v entries	Search:
My Payment Transaction	Service Name 🏦 Department 🗍 Stage 🚺 Timeline 🚺 Applied On 🚺 Tracking Number	Due Date 1 Status 1 Action 1
<b>=</b> ¥ Grievance	No data available in table	
	Showing 0 to 0 of 0 entries	Previous Next

### After clicking on Add new service, My Service List pop-up will appear.



Bashboard

My Project

My Incentive

⊒¥ Grievance



A / Dashboard / My Services List

Add new service

Status

Action

🖽 My My Service List X \* Project Name Department \$ Forest Project N Service My Document Manager Letter for Distance from Forest× CAF ID 2 My Service List **Tree Transit Permission Application** Show 10 Search: Service Type Application for licence of wood-based industry Registration of Timber Sale Depot My Payment Transaction Due Pre-establishment Servio Date Approvals **Certificate of Non-Forest land** Letter for Distance from Forest Advanc Registr



### Select Forest in department field and on services, check the Letter for Distance from Forest and click on the Add to My Service List button.





### Now, the My Service List page will appear as follow:

									Logged in as <b>jks</b>	\$
		Estate)								
0	Complete and the second sec	Certificate of Non- Forest land	Forest	Pre- establishment Approvals	30	22/03/2022	FN-237260	Draft	:	
٩	Dashboara	Change in Leastian	Industrias	Dro	10					
D	My Project	Change in Location	muustnes	establishment Approvals	10				:	
۵	My Document Manager	Initial / EM-1 Registration	Industries	Pre- establishment	30				:	
⊞	My Service List			Approvals						
т Ш	My Incentive	Letter for Distance from Forest	Forest	Pre- establishment	30				•	
тÎ	My Payment Transaction			Appiovais				Appin		
ĭ×	Grievance	NoC for Water Abstraction from CGWA/Relevant Authority	PHE - Jal Shakti	Pre- establishment Approvals	45				:	
		Registration of Timber Sale Depot	Forest	Pre- establishment Approvals	30				:	
		Showing 1 to 9 of 9 entries						Previous	1 Next	

Now, click on Apply from action next to the service name Letter for Distance from Forest. After clicking on apply, Letter for Distance from Forest Instructions page will appear. Read the instructions carefully and then click on the continue button.

🙎 Dashboard

My Project

My Document Manager

«

My Service List

My Incentive

My Payment Transaction

**Ξ**<sup>∗</sup> Grievance

#### Application for Letter for Distance from Forest A / Dashboard / My Service List / Application For Letter For Distance From Forest / Form

#### Instructions for Application for Letter for Distance from Forest

1. Before proceeding ahead for filling the Application, you need to upload following scanned copies to Document Manager (Click here to upload documents to Document Manager)

- Photo Id Proof PAN Card / Driving License / Aadhaar Card / Voter Id
- Address Proof
- Passport Size Photograph
- Signature of Authorized Person
- Map (Duly Attested Site Plan)









#### Now, the following form will open which you have to fill to proceed:



My Payment Transaction	Last Name	O Transgender
Grievance	Date of Birth *	Email Id *
	dd-mm-yyyy	Email Id
	Phone No *	Full Permanent Address *
	Phone No	Full Permanent Address
	Permanent Address District *	PIN Code *
	Select District	PIN Code

#### First Name - Enter here the first name.

#### Middle Name - Enter here the middle name.

Last Name - Enter here the last name.

**Gender -** Select the gender whether it is male, female or other.

Date of Birth - Enter the date of birth here.

**Email ID** - Enter here the Email ID.

**Phone No. -** Enter here the phone number.

Full Permanent Address - Enter here the full permanent address.

**District -** Select your district here.

**PIN Code -** Enter the PIN code here.

![](_page_4_Picture_15.jpeg)

![](_page_5_Picture_0.jpeg)

Property Details				
Select Circle *	Select Division *			
Select Circle	Select Division			
Select Range *	District *			
Select Range	Select District			
Tehsil *	Block *			
Select	Select			
Village *	Survey Number *			
Village	Survey Number			
Landmark *	Police Station *			
Landmark	Police Station			
PIN Code *	Purpose of Application *			
PIN Code	Purpose of Application			

**Circle -** Select the circle.

**Division -** Select the division.

Range - Select the range.

**District -** Select the district.

**Tehsil -** Select the tehsil.

Supporting Documents

Photo Id Proof - PAN Card / Driving License / Aadhaar Card / Voter Id *		Address Proof *	
Select File	•	Select File	\$
Passport Size Photograph *		Signature of Authorized Person *	
Select File	\$	Select File	\$
Map (Site Plan) *			
Select File	\$		
Declaration (I hereby declare that the above details are true to the	best of I	ny knowledge)	
			Submit

#### **Block -** Select the block.

Village - Enter the name of your village.

**Survey Number -** Enter here the survey number.

### Landmark - Enter here your property's landmark.

Police Station - Enter here the details of police station near the property.

#### PIN Code - Enter here the PIN Code.

Purpose of Application - Enter here the purpose of application.

Select all the **Supporting Documents** of propoerty. Select **Photo ID Proof**, **Address Proof**, **Passport Size Photograph**, **Signature of Authorized Person**, **Map(Site Plan)** in the respective field.

After filling all the mandatory fields, **click on the checkbox for Declaration** (I hereby declare that the above details are true to the best of my knowledge) and click on the **Submit** button to proceed.

Now, you can view all the filled details. To change/modify any details click on the

Edit button, else click on the Continue button. Now, Letter for Distance from Forest is completed.

![](_page_5_Picture_21.jpeg)