



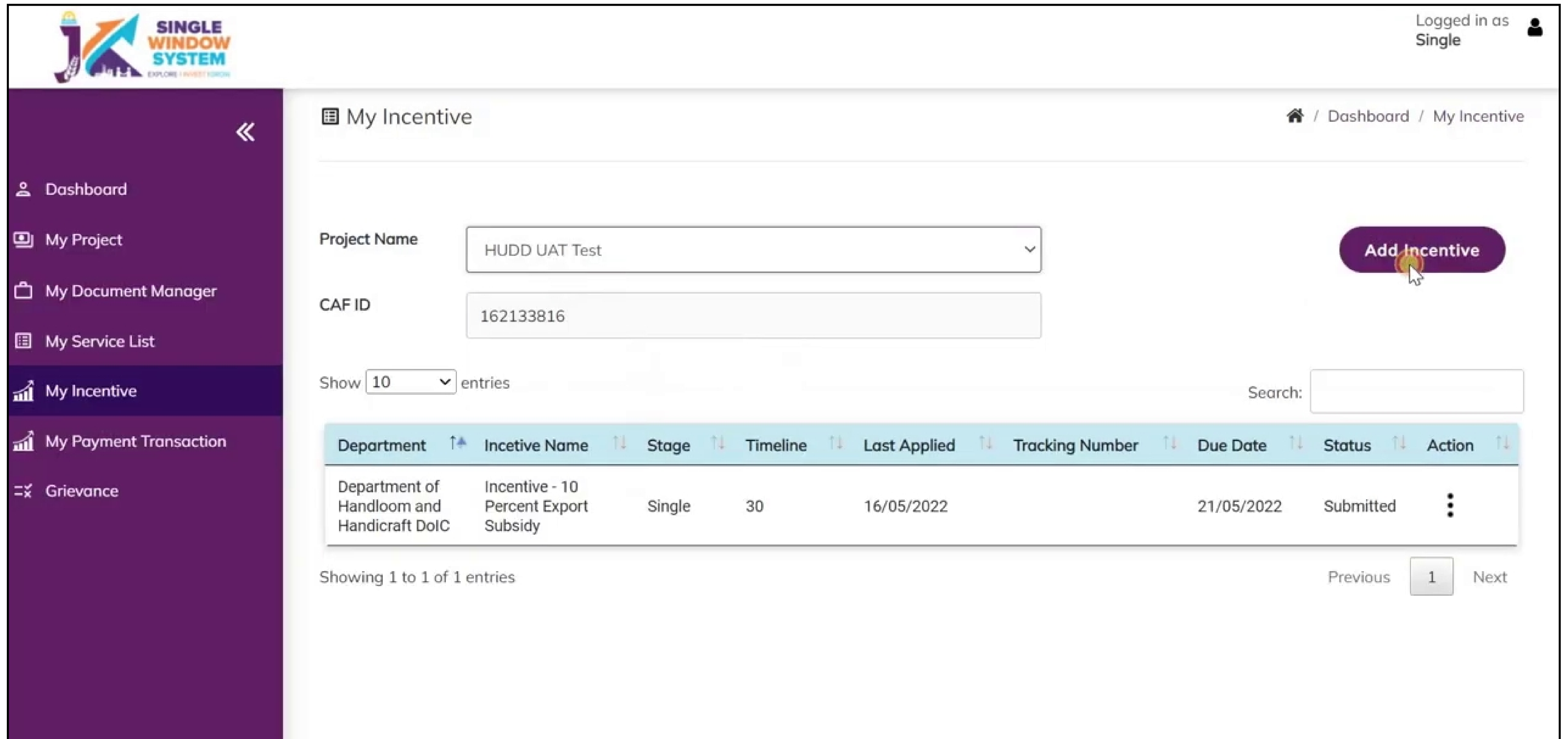
[singlewindow.jk.gov.in](http://singlewindow.jk.gov.in)

# **Marketing Support for Registration of Crafts on e-platform**

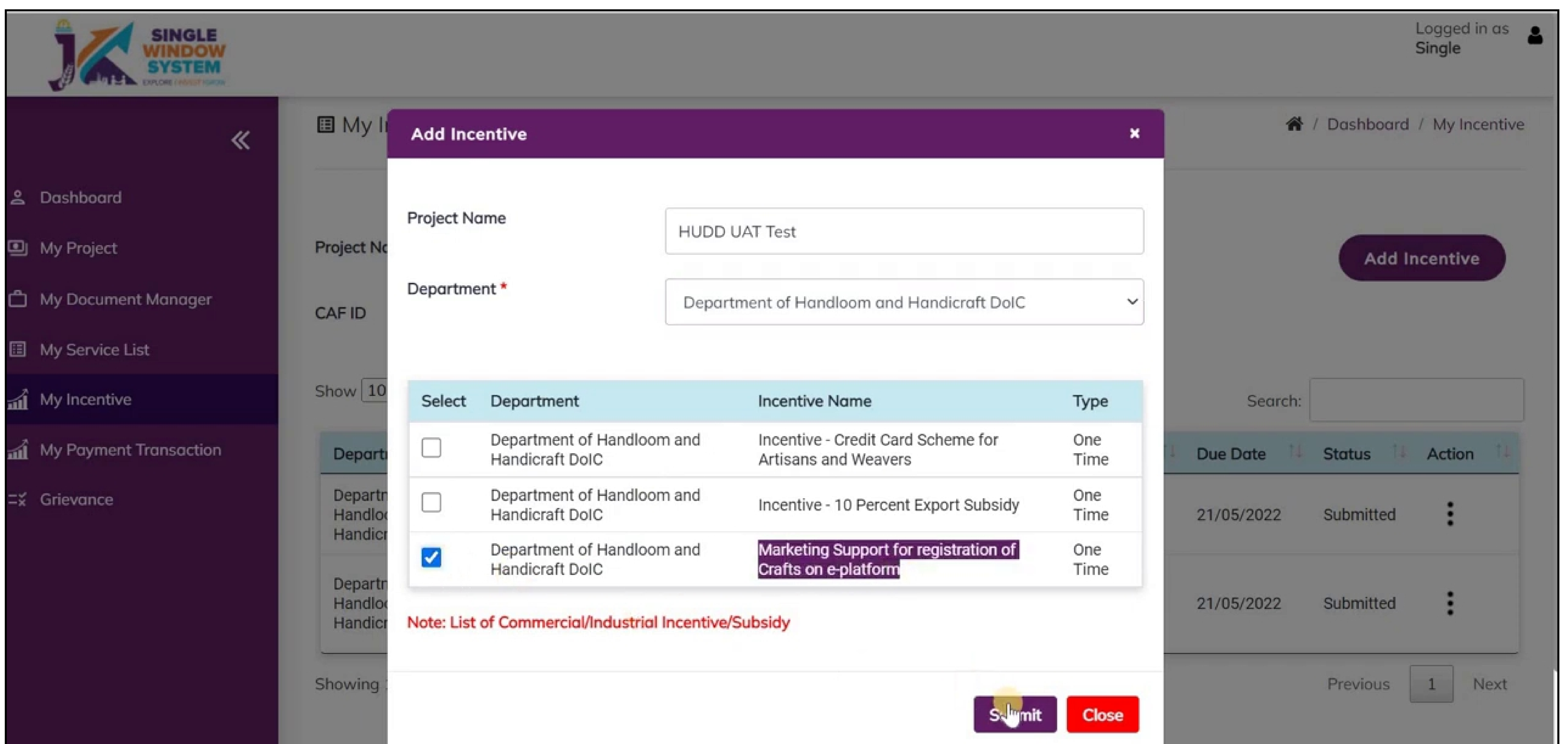
Single Window System - J & K

# Marketing Support for Registration of Crafts on e-platform

After login, select **My Incentive** from the left side menu. Click on **Add Incentive**.

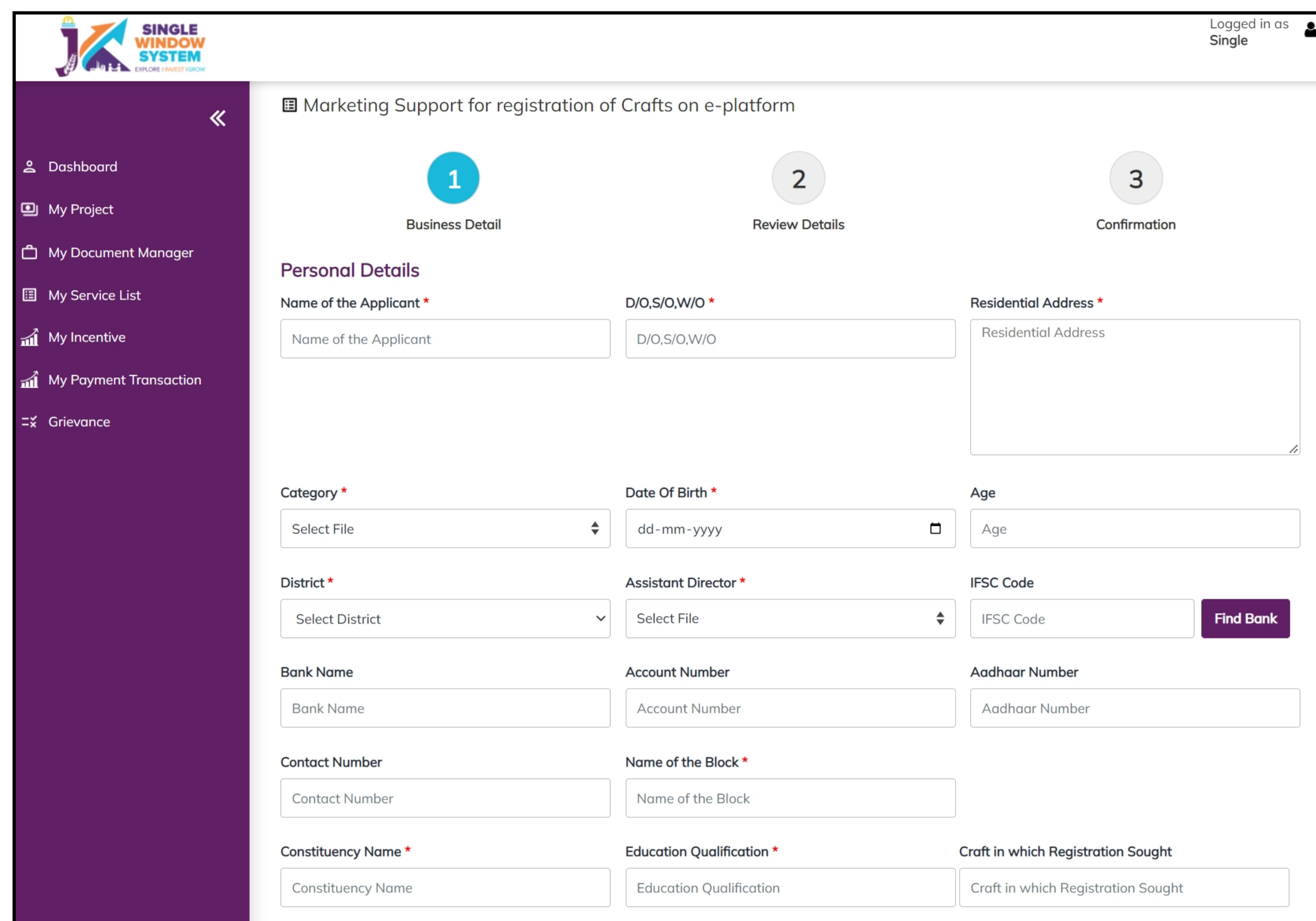


After clicking on **Add Incentive**, **Add Incentive** pop-up will appear.



Select Department of Handloom and Handicraft DoIC in **Department** field and on Incentive Name, check the **Marketing Support for Registration of Crafts on e-platform** and click on the **Submit** button.

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



**Name of Applicant** - Enter the name of the applicant here.

**D/O, S/O, W/O** - Mention here the Daughter of/ Son of/ Wife of Name.

**Residential Address** - Enter the Applicant's address here.

**Category** - Select the category of the applicant whether he/she is SC, ST, OBC or General.

**Date of Birth**- Enter the Date of Birth here.

**Age**- Enter your age here.

**District**- Select the district.

**Assistant Director**- Select here the assistant director.

**IFSC Code**- Enter the IFSC code of bank. In case you don't know the IFSC Code for your bank, click on the Find Bank button to fetch the IFSC Code.

**Bank Name**- Enter the bank name here.

**Account Number**- Enter here your Bank's Account Number.

**Aadhaar Number**- Enter the aadhaar number.

**Contact Number**- Enter the contact number here.

**Name of the Block**- Enter here the name of the block.

**Constituency Name**- Enter here the constituency name.

**Education Qualification** - Enter here the educational qualification.

**Craft in which Registration Sought-** Enter the craft in which registration sought.

<b>Name of Craft</b>	<b>Craft Description</b>	<b>Quantity in No. or Quintals</b>
<input type="text" value="Name of Craft"/>	<input type="text" value="Craft Description"/>	<input type="text" value="Quantity in No. or Quintals"/>
<b>Craft Cost in Rs.</b>	<b>GST Number</b>	
<input type="text" value="Craft Cost in Rs."/>	<input type="text" value="GST Number"/>	
<b>PAN Number</b>	<b>HSN Code</b>	
<input type="text" value="PAN Number"/>	<input type="text" value="HSN Code"/>	
<b>Attachments</b>		
<b>Photographs of Crafts *</b>	<b>Registration number of cooperative/Artisan/Weave *</b>	
<input type="text" value="Select File"/>	<input type="text" value="Select File"/>	
<b>PAN *</b>	<b>Aadhaar</b>	
<input type="text" value="Select File"/>	<input type="text" value="Select File"/>	
<input type="button" value="Submit"/>		

**Name of Craft-** Enter the name of craft.

**Craft Description-** Enter the craft's description.

**Quantity in No. or Quintals-** Enter the quantity in numbers or quintals.

**Craft Cost in Rs.-** Enter the cost of craft in rupees.

**GST Number-** Enter the GST number.

**PAN Number-** Enter the PAN number.

**HSN Code-** Enter the HSN code here

**Attachments :**

In the Attachment section select the documents from the drop down menu. Select all the documents accordingly. If the document is not in the dropdown then you can add that document in document manager and your document will be then showing under the dropdown menu. After filling all the required fields, 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, marketing support for registration on e-platform is successfully added.