

GOVERNMENT OF ANDHRAPRADESH

Marriage Certificate User Manual

GVWV&VSWS DEPARTMENT Auto Nagar, Vijayawada

INDEX

I.	Marriage certificate application	3
II.	Municipal commissioner (Urban area) Profile update	11
III.	Marriage certificate Approval by Municipal commissioner (Urban area)	11
IV.	Panchayath secretary (Rural area) Profile update	16
v.	Marriage certificate Approval by Panchayath secretary (Rural area)	21

I. Marriage Certificate Application

Note: 1. Rural = can apply for marriage certificate within 60 days from the <u>Marriage date.</u> 2. Urban = can apply for marriage certificate within 90 days from the <u>Marriage date.</u>

(Rural and Urban w.r.t place of marriage only)

Digital Assistant/WEDS Login:-

Login into APSEVA portal and select Marriage Certificate Service from Registration and Stamps Department service.

Digital Assistant/WEDS can raise marriage certificate request from as per citizen requirement.

Service wise Screens:

Citizen Basic Details Form: Citizen details fetched with Aadhar No from Household Data.

← → C 🔒 uat.vswsonlin	e.ap.gov.in/#/registration/marriage-certificate			ie 🖈 🖨 😩		
🌀 AP เ้้าอ์ ส	ෘරූව			Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh		
 Profile Update Dashboard 	Hello, BANAVATHU SRIKANTH NAYA Panchayat Secretary Grade-VI (DA)	AK ~		3 October 2022 MON Log Out		
Reports	GSWS / Application Submission / Registration D	epartment / Marriage Certificate				
 View Iransaction Challan Payment 	Marriage Certificate Application Fo	rm				
> Request Tracking System	Basic	Details	А	Application Form		
List Of Services	Aadhaar Number: *	Citizen Name: *	Father/Husband Name: *	Gender: *		
✓ Application Submission	664080453344 Pre-Fill	Rahul	test father	Male		
+ Consumer Affairs, Food and Civil	Date of Birth: *	Caste: *	Religion: *	Qualification: "		
+ GSWS Services	16/10/1975	BC-A	✔ Buddhist	▼ M.TECH ▼		
+ Panchayat Raj and Rural	Marital Status: *	Mobile No: *	Email:			
Development	Married 🗸	9854332232				
+ Kevenue						

Permeant Address details would fetch from Household if applicant registered in household.

If Applicant not registered in household, then we need to enter the details manually.

Present and Permanent Address Details.

Present Address details need to add manually. If Present address is same as Permeant address then we need to mark the checkbox as mentioned below.

Profile Undate							
Dashboard	Permanent Address						
Reports	Door No & Street Name: *	District : *		Mandal/Municipality: *		Village/Ward/Secretariat: *	
View Transaction	2-123	NTR	~	A.KONDURU-R	•	A.KONDURU	•
Challan Payment	Pin Code: *	Postal Office:		Postal Village:			
Request Tracking System	532401	Select	~	Select	•		
t Of Services	Present Address is same as Perma	nent Address					
Application Submission	Present Address (Mailing Add	lress)					
onsumer Affairs, Food and Civil	Door No & Street Name: *	District: *		Mandal/Municipality: *		Village/Ward/Secretariat: *	
ıpplies	2-123	NTR	•	A.KONDURU-R	~	A.KONDURU	~
SWS Services	Pin Code: *	Postal Office:		Postal Villane:			
inchayat Raj and Rural evelopment	532401	Select	~	Select	~		
		Sect		occer			

🍥 ក្រស់-តាក្ដ៉ា សំងិតាម ************************************	าโบลีบบ สี อูฒสรูด			Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh
> Home	Permanent Address			
> Report	Door No: *	Street Name : *	District : *	Mandal/Municipality: *
 View Transaction 	2-123	2-123A	KRISHNA	✓ AVANIGADDA-R ✓
> Challan Payment	Village/Ward/Secretariat: *	Pin Code: *		
List Of Services	PULIGADDA 🗸	532401		
✓ Application Submission				
+ Civil Supplies Department - MAUD Department	 Present Address is same as Permanent A Present Address 	ddress		
1. Birth/Death Certificate	Door No: *	Street Name : *	District: *	Mandal/Municipality: *
2. Child Name Inclusion	2-123	2-123A	KRISHNA	✓ AVANIGADDA-R ✓
3. Corrections In Birth Certificate				
4. Corrections In Death Certificate	Village/Ward/Secrétariat: ^	Pin Code: ^		
5. Non Availability Birth Application	PULIGADDA V	532401		
6. Non Availability Death Application				
+ Pension Department				Activate Windows
- Revenue Department				- standard and s

Application Form: Post filling Basic Details we can proceed to Application Form Page.

1. Click on continue on basic details and it should navigate to Application form

2. In Application form enter all valid details in all mandatory fields

→ C i uat.vswsonlin	e.ap.gov.in/#/registration/marriage-certificate	아 🖻 🖈 🖬 😩		
🍈 AP సేప చ	ងក្លីត្	Sri YS Jagan Mohan Reddy Honbile Chief Minister of Andhra Pradesh		
Profile Update	Hello, BANAVATHU SRIKANTH NAYAK \sim	🤍 11:08:49 AM		
Dashboard	Panchayat Secretary Grade-VI (DA)	C 03 October 2022 MON C Log Out		
Reports	GSWS / Application Submission / Registration Department / Marriage Certificate			
View Transaction				
Challan Payment	Marriage Certificate Application Form			
Request Tracking System	Basic Details	Application Form		
t Of Services	Marriage Details			
t Of Services Application Submission	Marriage Details Date of Marriage: * Venue of Marriage: *			
t Of Services Application Submission onsumer Affairs, Food and Civil upplies	Marriage Details Date of Marriage: * 01/10/2022 Function Hall			
et Of Services Application Submission onsumer Affairs, Food and Civil upplies SWS Services	Marriage Details Date of Marriage: * 01/10/2022 Place of Marriage			
st Of Services Application Submission onsumer Affairs, Food and Civil upplies SWS Services anchayat Raj and Rural	Marriage Details Date of Marriage: * 01/10/2022 ITTEL Place of Marriage District: * Mandal/Municipality: *	Village/Ward/Secretariat.* Panchayat.*		

3. Enter valid Bride Aadhar number and OTP and then OTP Authenticate

← → C 🔒 uat.vswsonline.ap	.gov.in/#/registration/marriage-certificate			여 🖻 🖈 🖬 😩
🍥 AP ້ຳລ໌ ສຳຄັ	្តិ៍ខ			Sri YS Jagan Mohan Reddy Hontole Chief Minister of Andhra Pradesh
> Profile Update				
> Dashboard	Bride Details	ARONOORO	ARONDORO	
> Reports	Authentication Type:"			
> View Transaction	OTP(One Time Password) OBiometric			
> Challan Payment	Aadhaar Number: *	OTP (One Time Password): *		
> Request Tracking System	828360688098 Send OTP			
List Of Services	Name: *	Gender *	Date of Rinth: *	OTP Authenticate
✓ Application Submission	Aniali Dave	Female V	24/12/1993	
+ Consumer Affairs, Food and Civil Supplies	Religion: *	Age as on solemnization of marriage : "	Father's Name: "	Address: "
+ GSWS Services	Christian 🗸	28	test father	konduru
+ Panchayat Raj and Rural Development	Caste: *	Status at the time of marriage : *	Mobile No: *	Occupation : *
+ Revenue	BC-E 🗸	Unmarried 🗸	9887876765	PRIVATE SERVICE 🗸
	Handicapped: "			

💿 AP సేవ చెశిద్దల్	Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh
> Profile Update Bridegroom Details	
> Dashboard Authentication Type:"	
Reports OTP(One Time Password) Biometric	
Aadhaar Number: * OTP (One Time Password): *	
664080453344 Send OTP	
Challan rayment	OTP Authenticate
Request Tracking System Name: * Gender: * Date of Birth: *	Educational Qualification: *
List Of Services Rahul Sharma Male V 20/07/1989	M.TECH 🗸
Application Submission Religion: * Age as on solemnization of marriage : * Father's Name: *	Address: *
+ Consumer Affairs, Food and Civil Buddhist V 33 father testing	Hyderabad
+ GSWS Services Caste: " Status at the time of marriage : " Mobile No: "	Occupation : *
+ Panchayat Raj and Rural BC-C V Unmarried 8658769658	PRIVATE SERVICE
+ Revenue Handicapped: "	
O Yes No	

4. Enter valid Bridegroom Aadhar number and OTP, OTP Authenticate

5. Enter valid Witness 1 and Witness 2 details for Bride

C 🔒 uat.vswsonline	ap.gov.in/#/registration/marriage-certific	ate		아 🖻 🏚 🖨 🖪 😩
🌀 AP វ៉ាត់ ฮ	ទជ្ជីស្			Sri YS Jagan Mohan Reddy Horible Chief Minister of Andhra Pradesh
> Profile Update	Caste: "	status at the time of marriage : "		Uccupation :
	BC-C	✓ Unmarried	♥ 8658769658	PRIVATE SERVICE
 Dashboard 	Handicapped: *			
> Reports	🔿 Yes 🖲 No			
> View Transaction	Witness 1 Details for Bride			
> Challan Payment	Aadhaar Number: *	Name: *	Father/Husband Name: *	Address: *
	810396357004 Pre-Fi	II UJAVALA RESHMA	rajesh test	2-28/a,A.KONDURU,A.KONDURU,NTR
Request Tracking System	Age: *	Occupation : *	Relation : *	Passport Size photo (Upload Only jpg/jpeg
List Of Services	24	FISHERMAN	✓ Brother	<pre>format)*</pre>
✓ Application Submission				images.jpg Browse X
 Consumer Affairs, Food and Civil Supplies 	Witness 2 Details for Bride			
GSWS Services	Aadhaar Number: *	Name: *	Father/Husband Name: *	Address: *
 Panchayat Raj and Rural Development 	588557713358 Pre-Fi	BINOD	ravi test	1-129,KOLIGAM,ICHCHAPURAM,SRIKAKL
+ Revenue	Age: *	Occupation : *	Relation : *	Passport Size photo (Upload Only jpg/jpeg
	28	GOVT. SERVICE	✓ Sister	V Tormatj
				ABC.jpg Browse X

6.Enter valid Witness 1 and Witness 2 details for Bridegroom

C 🔒 uat.vswsonline.ap.gov.in/#/registration/marriage-certificate					
🍥 AP ້ຳລ໌ ฮ	වර්ත			Sri YS Jagan Mohan Reddy Horible Chief Minister of Andhra Pradesh	
> Profile Update	Witness 1 Details for Bridegroom				
> Dashboard	Aadhaar Number: *	Name: *	Father/Husband Name: *	Address: *	
> Reports	837073444997 Pre-Fill	VANAPARLA BAMAYYA	Arjun	1-31B,A.KONDURU,A.KONDURU,NTR	
> View Transaction	Age: *	Occupation : *	Relation : *	Passport Size photo (Upload Only jpg/jpeg	
> Challan Payment	41	MONEY LENDER 🗸	Uncle	format)*	
> Request Tracking System				ABC.jpg Browse	
List Of Services	Witness 2 Details for Bridegroom				
✓ Application Submission	Aadhaar Number: *	Name: *	Father/Husband Name: *	Address: *	
+ Consumer Affairs, Food and Civil	683115170502 Pre-Fill	SAYAD SHABHANA	Hyder	4-2,A.KONDURU,A.KONDURU,NTR	
+ GSWS Services	Age: *	Occupation : *	Relation : *	Passport Size photo (Upload Only jpg/jpeg format)*	
+ Panchayat Raj and Rural	40	TEACHER	Nephew	XYZ.jpg Browse X	
+ Revenue					

7. Enter valid document list

	p.gov.in/#/registration/marriage-certificate		on Sri VS Ja	n 🖻 🖈 🌲	
			Hon'ble C	hief Minister of Andhi	ra Pradesh
> Dashboard	Document List Note: All Upload Documents are in Pdf Format Only. Maximu	um Upload Size Per File is 1MB.			
> Reports	Marriage photo (Upload Only jpg/jpeg format) "		Marriage Invitation Card *		
View Transaction	images.jpg	Browse ×	Marriage Invitation Card.pdf	Browse	×
> Challan Payment	Proof Of Age For Bride (Aadhar Card) *		Proof Of Age For Bridegroom (Aadhar Card) *		
> Request Tracking System	Proof Of Age bride.pdf	Browse ×	Proof Of Age Groom.pdf	Browse	×
	Divorce Certificate		Death Certificate of Deceased Spouse		
List Of Services	Q, No File choosen	Browse	Q. No File choosen	Brow	se
 Application Submission 	Notary Affidavit		Proof Of Residence (Rice Card/Telephone Bill/Electricity Bill/Aadhar Can	d/Voter	
 Consumer Affairs, Food and Civil Supplies 	Q No File choosen	Browse	ID/Passport/Driving License/MGNREGS Job Card) *		
GSWS Services			Proof res.pdf	Browse	×
Panchayat Raj and Rural Development	 I (Applicant) agree that the information/documents s 	submitted is with my consent and can I	pe verified."		
+ Revenue	I (Verify Authority), hereby, declare that the particula of facts and will be liable for punitive action."	ars given above are correct and comple	te. I will be responsible for any misrepresentation		
				Show Payme	nt

8. After entering all valid details click on Show payment.

9. After clicking on show payment it is navigating to payment gateway page

Scenario 1 – Payment charges will be 150 in case of marriage date is within 30 days from application

Scenario2 - Payment charges will be 250 in case of marriage date is over 30 days from application

\leftrightarrow \rightarrow C \square uat.vswsonlin	e.ap.gov.in/#/payment-gateway?id=MC2210	003149678&department=RS&	type=MarriageCertificate		• 🖻 🛧	* 🗉 😩	:
🍥 AP ້ຳລ໌ ສ	ងប្តីស				Sri YS Jagan Mohan Re Hon'ble Chief Minister of A	eddy Andhra Pradesh	
> Profile Update			PAYMENT GATEWAY				
> Dashboard		Payment Details					
> Reports		Reference No : MC22100314	9678				
> View Transaction		Amount To Pay	₹50.00)			
> Challan Payment		Surcharge Amount	₹0.00				
> Request Tracking System		Convenience Fee NEFT	₹100.0	0			
List Of Services		Total Amount	7150/	0			
✓ Application Submission		Iotal Amount	<150.0	0			
+ Consumer Affairs, Food and Civil Supplies		🔒 Se	cure Checkout by BillDesk				
+ GSWS Services			0				
+ Panchayat Raj and Rural Development		Select Payment Method	 BillDesk Online Paytm Online Cash 				
+ Revenue			Continue Payment				
		-	Cancel Payment				
			Cancer rayment				



10. Select any payment method and click on continue payment.

11. Payment receipt generated

Urban payment receipt



Payment Receipt

Date : 08/10/2022 10:30:12 AM

Secretariat Name :	Sarojininagar	Secretariat ID :	U21013030-WEDS@apgsws.onmicrosoft.com
Application Number :	MC221008149705	Transaction ID:	TMC221008149706
Service Name :	Marriage Certificate	Department Name:	Registration and Stamp Department
Applicant Name :	Anjali	Father/Husband Name :	Certification Test
District :	Ysr Kadapa	Mandal:	Kadapa-u
Amount Paid :	150 /-	Amount In Words :	One Hundred Fifty Rupees Only
Payment Mode :	Cash	SLA :	30 DAYS
Transaction Date :	08/10/2022 10:30:12 AM		
Note :			

Once Application is submitted from DA/WEDS login-

- 1. It will go to MC login in case of Urban area
- 2. It will go to PS login in case of Rural area

II.Muncipal commisoner(Urban area) Profile update

- 1. Login with MC and go to Profile update tab in case of first time login in APSEVA portal and follow below steps.
- 2. Edit details in profile tab and submit request.
- 3. After request submitted successfully, then request will go to JCREV login for approval.
- 4. In JCREV login go to profile update tab and edit/approve request
- 5. Click on approve button and profile will be updated successfully.

III.Marriage certificate Approval by Muncipal commisoner (Urban area)

Select the request as mentioned below and action the request approve/reject.

C	auat.vswsonline.ap.gov	v.in/#/home				4	3 ★ 🗯 🗖
) AF	^{>} វ៉ាំត៍ ដិវិក្តិ៍	ย์				Sri YS Jagan Hon'ble Chief I	Mohan Reddy Vinister of Andhra Prades
Total	6	Open Within SLA	Dopen Beyon	d SLA	4 Closed Within SLA	O Closed Beyon	
Request	t List - Total Requests	5			Sea	arch Transaction	
S.No	Request ID	Service Name	Service Category	Department Name	Citizen Name	Applied Date	Status
1	HSAF220811149168	HousingSiteApplication-URBAN	RV	RV	BATNA ANANTHA RAO	11/08/2022	Pending
2	MC221003149683	MarriageCertificate	RS	RS	rahul	03/10/2022	Pending
Requests p	ber page: 10 🗸					«« «	1 > >>
							_
Pequest	+ ID-MC221002149683)					

← → C 🏻 at.vswsonline.ap.gov.in/#/home

🍥 AP វ៉ំត ដាំប្ពីల័



.

Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra

Request ID:MC221003149683								
Basic Details								
Aadhaar Number:	664080453344	Date of Birth:	15/10/1987	Marital Status:	Unmarried			
Citizen Name:	rahul	Caste:	BC-C	Mobile No:	9912352506			
Father / Husband Name:	test	Religion:	Hindu	Email:	-			
Gender:	Male	Qualification:	Diploma					
- Door No & Street Name:	2-123		Door No & Street Name:	2-123				
Door No & Street Name:	2-123		Door No & Street Name:	2-123				
Village / Ward / Secretariat:	APPIKATLA		Village / Ward / Secretariat:	APPIKATLA				
Mandal / Municipality:	BAPATLA-R		Mandal / Municipality:	BAPATLA-F	2			
District:	BAPATLA		District:	BAPATLA				
Pin Code:	532401		Pin Code:	532401				
Postal Office:	-		Postal Office:	-				
of the officer								

🖻 ★ 🖨 🖬 😩 : . 🍥 AP సేవ చెశిర్జల్ G Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh Marriage Details Bride Details Aadhaar Number: 833893755718 Address: NA,vaddamanu,TULLURU,Guntur Citizen Name: Chinnam Niharika Religion: Christian BC-C Father Name: Siva Senkar Caste: Date of Birth: 1996-06-28T12:00:00Z Qualification: Diploma FISHERMAN 26 Age: Occupation: Gender: 8243243242 Mobile Number: Bridegroom Details Aadhaar Number: 664080453344 Address: Nanda Nagar,null,Indore,Indore Rahul Sharma Citizen Name: Religion: Buddhist Father Name: Ram Prakash Sharma BC-C Caste: Date of Birth: 1989-07-20T12:00:00Z Qualification: BSC 33 EX-NRI Age: Occupation: Gender: 9932434324 Mobile Number:

←	\rightarrow	С		uat.vswsonline.ap.gov.in/#/home
---	---------------	---	--	---------------------------------

🖻 ★ 🛊 🖬 😩 :

💿 AP సేవ చెశిర్టల్	ī		Sri YS Jagan Mohan Reddy Honible Chief Minister of Andhra Pradesh
Marriage Address			
Door No & Street Name:			
Village/Ward:	SAROJININAGAR		
Mandal/Municipality:	KADAPA-U		
District:	YSR KADAPA		
PinCode:			
Bride Witness One Details		Bride Witness Two Details	
AadhaarNumber:	810396357004	AadhaarNumber:	588557713358
Name:	UJAVALA RESHMA	Name:	BINOD
Father/HusbandName:	dfsfdfsd	Father/HusbandName:	dsffd
Address:	2-28/a,A.KONDURU,A.KONDURU,NTR	Address:	1-129,KOLIGAM,ICHCHAPURAM,SRIKAKULAM
Age:	16	Age:	28
Relation:	Father-in-law	Relation:	Friend
Bridegroom Witness One Details		Bridegroom Witness Two Details	5
AadhaarNumber:	837073444997	AadhaarNumber:	683115170502
Name:	VANAPARLA BAMAYYA	Name:	SAYAD SHABHANA
Father/HusbandName:	nnlklk	Father/HusbandName:	dfsdfsdfd
Address:	1-31B,A.KONDURU,A.KONDURU,NTR	Address:	4-2,A.KONDURU,A.KONDURU,NTR

List of Documents								
1 Bride Witness One Photo:		images.jpg 📩						
2 Bride Witness Two Photo:		test.jpg 坐	test.jpg 🐇					
Bridegroom Witness One Photo:		test.jpg 坐						
4 Bridegroom Witness One Photo:		test.jpg 坐	test.jpg 坐					
5 Marriage Photo:		test.jpg 🖄						
6 Marriage Invitation Card:		Family Member_FMC220228000009.pdf 🖄						
7 Age Proof Of Bride:		ROR_1B.pdf 📩	ROR_1B.pdf					
8 Age Proof of Bridegroom:		Family Member_FMC220916149423.pdf 🐇	Family Member_FMC220916149423.pdf 😃					
9 Proof Of Residence:		Caste Certificate_CGC220518053181.pdf 📩						
Verification Document	Remarks."							
No File Choosen	Browse Select	~						

If we select recommended then approve the certificate as mentioned below,

) AP సేవ వెశిర్టల్		Sri YS Jagan Mohan Reddy Horble Chief Minister of Andhra Pradesh					
List of Documents							
1 Bride Witness One Photo:	images.jpg 📩						
2 Bride Witness Two Photo:	test.jpg 😃						
Bridegroom Witness One Photo:	test.jpg 🖕						
4 Bridegroom Witness One Photo:	test.jpg 坐						
5 Marriage Photo:	test.jpg 坐	test.jpg 🖄					
6 Marriage Invitation Card:	Family Member_FMC220228000009.pdf 🖕	Family Member_FMC220228000009.pdf 🖕					
7 Age Proof Of Bride:	ROR_1B.pdf 📩	ROR_1B.pdf 📩					
8 Age Proof of Bridegroom:	Family Member_FMC220916149423.pdf 🐇	Family Member_FMC220916149423.pdf 📩					
9 Proof Of Residence:	Caste Certificate_CGC220518053181.pdf 👌						
Verification Document	Remarks."						
No File Choosen Browse	Recommended V						
eby, declare that the particulars given above are correct and	mplete. I will be responsible for any misrepresentation of facts and will be liable for punitive active	en.					

e Photo: o Photo:	im	ages.jpg 🖑	
ess One Photo: ess One Photo:	Digital Signature		×
on Card:	Tokens : *	Microsoft Windows Store	•
egroom:	Certificates : *	Test26	•
.c.	Password : *		
		Sign and Approve	
	Recommended	`	

cation Document		Remarks:*			
o File Choosen	Browse	Recommended	~		

I, hereby, declare that the particulars given above are correct and complete. I will be responsible for any misrepresentation of facts and will be liable for punitive action.



Sample Urban certificate

GOVERNMENT OF ANDHRA PRADESH

Municipal Administration and Urban Development

[See Section 12 of Andhra Pradesh Compulsory Registration of Marriage Act, 2002]



Date : 08/10/2022 13:24:44

CERTIFICATE OF MARRIAGE

I, KUMARI hereby certify that I have registered the marriage of bridegroom ADITYA TRIVEDI son of Sri TEST FATHER GROOM with bride ANJALI DAVE daughter of Sri TEST FATHER NAME on this 21st day of September,2022 in pursuance of the memorandum dated the 8th day of October,2022 received by me from the parties and the same has been entered in the Register of Marriages maintained by me.

The marriage has been solemnized on 21/09/2022 at KADAPA(Municipality/Corporation), YSR KADAPA (District).

Marriage Officer & Municipal Commissioner



KADAPA Municipality/Corporation YSR KADAPA District

IV.Panchayath secretary (Rural area) Profile update 1.Login with PS DDO (User name will be = DDO code panchayt-PSDDO@apgsws.onmicrost.com)

Example : Panchayat DDO code is '5142202032', then the user ID will be " 5142202032-PSDDO@apgsws.onmicrosoft.com "

2. Enter valid Username and password then click on sign in

\leftarrow \rightarrow C \textcircled{D} https://login.microsoftonline.com/27f010d0-	96ad-4ca4-b62d-ae78a4a2a430/oauth2/v2.0/authorize?client_id=9358b	c12-0b65-43b9-a4d7 🖉 A 🏠 🗲 🔂 📳
and the second	💿 AP រឹរត ដារាប្លួយ	
	Sign in	
	U5142202032-PSDDO@apgsws.onmicrosoft.com	
	Can't access your account?	
	Back Next	
	🖓 Sign-in options	

🎯 AP సేవ	ు చెచిద్దల్
← u5142202032-	psddo@apgsws.onmicrosoft.com
Enter passv	vord
Forgot my password	
	Sign in

3. Go to Profile update tab (in Case first time login in APSEVA portal)

\rightarrow	C 🔒 uat	t.vswsonline.a	ap.gov.in/#/si	gnature-upload	1							c	* @ ☆ \$	
0) AP តី	ා ් ත්	රූන්									Sri Y Hon	/S Jagan Mohan Re ble Chief Minister of A	ddy Indhra Pra
	Hello, Jayt Panchayat Se	est 〜 cretary DDO										2 03:04:02 F 04 October 2	OZZ TUE	Out
.dd/	Edit Panchay	yat Secreta	гу										Home	
s	Name	District Name	Mandal Name	Secretariat Name	Panchayat Name	Designation	UID	Mobile Number	Digital Signature Serial Number	Role	Status	Fascimile Signature	Profile Update Status	Action
NO														

4.Click on Edit profile

Edit Profile		×
	Name :*	
	NEW PSDDO test	
	Aadhar Number :*	
	837073444997	
	Mobile Number :*	
	7374298749	
	Digital Signature Serial No :*	
	Enter Digital Signature Serial No	
	Digital Signature Serial No is required	
	Role :*	
	Regular	
	Status :*	

5.Update details and click on update button.

Edit Profile

Panchayat DDO			
Aadhar Number :*			
837073444997			
Mobile Number :*			
7374298749			
Digital Signature Serial No :*			
3253345			
Role :*			
Regular	~		
Status *			

6.Alert message will be display for successfully update as mentioned below.

\leftrightarrow \rightarrow	C 🔒 ua	it.vswsonline.	ap.gov.in/#/s	ignature-upload	1							c	• @ ☆ *	
Ģ) AP å	්ති නි	រិប្តីត្		Alert							Sri Y Hon	/S Jagan Mohan Re ble Chief Minister of A	
	Hello, Jay Panchayat Se	test → ecretary DDO			Profile Upd	ated Successf	ully					2 03:06:10 P 04 October 2		
Add	/Edit Pancha	iyat Secreta	ıry		_				Ok				Home	
S NO	Name	District Name	Mandal Name	Secretariat Name	Panchayat Name	Designation	UID	Mobile Number	Digital Signature Serial Number	Role	Status	Fascimile Signature	Profile Update Status	Action
1	Panchayat DDO		-		KAMBHAMPADU	PSDDO	XXXXXXX4997	7374298749	No Digital Signature Serial Number	Regular	Active	No Fascimile Signature	Pending	Edit

After updating profile then request will go to MPDO login for approval.

×

7.LogIn With MPDO

	ightarrow C	🖯 ht	tps://uat.vsws	online.ap.gov.in/#	/signature-u	pload						/	4" 20	€ @	
	ΑΡ	ົ້ ລົລ ເ	ෘෘති	i								Sr Ha	i YS Jagan M o on'ble Chief Mir	ohan Reddy hister of Andhra	Prades
	Hello, P Mandal Pa	VS NAGE arishad Devi	SWARA RA	O ~ ers								03:12:59 04 Octobe	PM r 2022 TUE	Log Out	
\dd rofile	MPDO/Ed	lit MPDO	/WEA										Home		
Penc	ding			~											
Penc S NO	ding Name	District Name	Mandal Name	✓ Secretariat Name	Panchayat Name	Designation	UID	Mobile Number	Digital Signature Serial Number	Role	Status	Fascimile Signature	Profile Update Status	Action	
S NO	Name Narayana	District Name NTR	Mandal Name A.KONDURU- R	Secretariat Name	Panchayat Name	Designation Mandal Parishad Development Officers	UID X0000000000789	Mobile Number 2345678934	Digital Signature Serial Number NIR567	Role	Status Active	Fascimile Signature	Profile Update Status Pending	Action Edit	
Penc S NO 1	Name Narayana Sunitha kumarirey	District Name NTR	Mandal Name A.KONDURU- R	Secretariat Name AKONDURU	Panchayat Name -	Designation Mandal Parishad Development Officers DA	UID X00000000789 X0000000(9999	Mobile Number 2345678934 2345678906	Digital Signature Serial Number NIR567 No Digital Signature Serial Number	Role Regular Incharge	Status Active Active	Fascimile Signature	Profile Update Status Pending Pending	Action Edit Edit & Approve	

8.Click on edit/Approve button.

	>
Name :*	
Panchayat DDO	
Aadhar Number :*	
837073444997	
Mobile Number :*	
7374298749	
Digital Signature Serial No :*	
Enter Digital Signature Serial No	
Role :*	
Regular 🗸	
Status :*	
Active 🗸	

8. Click on approve button and profile updated successfully

\leftarrow \rightarrow C \triangle https://uat.vswsonline.ap.gov.in/#/sign	ature-upload	A to to to
🍥 AP సేవ చెశిర్జల్	Alert	Sri YS Jagan Mohan Reddy Honible Chief Minister of Andhra Pradesh
Hello, PVS NAGESWARA RAO ~ Mandal Parishad Development Officers	Profile Updated Successfully	03:20:12 PM 04 October 2022 TUE Log Out
Add MPDO/Edit MPDO/WEA Profile Update Status:	Ok	Home
Pending		
S Name District Mandal Secretariat Name Same	Panchayat Designation UID Mobile Digital Signature Re	ele Status Fascimile Signature Profile Update Action Status

9. Profile approved successfully

	\rightarrow C \bigcirc	https://uat.vs		gov.in/#/signature	-upload							A» ۲	ĕ € @	
) AP เ ้งส	් ත්බර්ල්	บ้									Sri YS Hon'bl	Jagan Mohan Redo e Chief Minister of And	dy Ihra Prade
	Hello, PVS NA Mandal Parishad (AGESWARA R Development Of	RAO ∼ fficers								2	03:21:00 PN 04 October 202	2 TUE	rt
Add Profile	MPDO/Edit MPI	DO/WEA											Home	
Арр	roved		~											
S NO	Name	District Name	Mandal Name	Secretariat Name	Panchayat Name	Designation	UID	Mobile Number	Digital Signature Serial Number	Role	Status	Fascimile Signature	Profile Update Status	Action
1	Sunkara Seetha Sandhya Rani	-	-	A.KONDURU	-	WEA	XXXXXXXXX0789	9849903967	No Digital Signature Serial Number	Regular	Active	No Fascimile Signature	Approved	

V.Marriage certificate Approval by Panchayath secretary <u>(Rural area)</u> login with PS DDO select marriage certificate request and approve/reject it.

← → C aut.vswsonline.ap.gov.in/#	ŧ/home				Ê	* 🖬 🕈 🗆 😩
్ Grama - Ward Sach 🔮 Grama - Ward Sach					Sri YS Jaga Hon'ble Chi	an Mohan Reddy ef Minister of Andhra Pradesh
Hello, ∼ Panchayat Secretary DDO					01:36:17 PM 03 October 2022 MON	Log Out
Redirect to Meeseva Request Track	ing System Hosue Sites eKYC	Status Updation Reports				
1 Total Service Requests	1 Open Within SLA		O eyond SLA	O Closed Within SLA	Closed Bey	ond SLA
Request List - Total Requests					Search Transaction	
S.No Request ID	Service Name	Service Category	Department Name	Citizen Name	Applied Date	Status
1 MC221003149682	MarriageCertificate	RS	RS	Anantha Rao	03/10/2022	Pending
Requests per page: 10 🗸						< 1 2 22

Request ID:MC2210031	49682				
Basic Details					
Aadhaar Number:	589236048482	Date of Birth:	16/03/2006	Marital Status:	Married
Citizen Name:	Anantha Rao	Caste:	BC-D	Mobile No:	9912352506
Father / Husband Name:	Batna Anantha Rao	Religion:	Hindu	Email:	-
Gender:	Male	Qualification:	MBBS		
Present Address (Mailing	Address)		Permanent Address	2,123	
Village / Ward / Secretariat:			Village / Ward / Secretariat		211
Mandal / Municipality:	A.KONDURU-	R	Mandal / Municipality:	A.KONDU	RU-R
District:	NTR		District:	NTR	
Pin Code:	532401		Pin Code:	532401	
Postal Office:			Postal Office:		
De etel Ville ere			B		

Marriage Details

Bride Details			
Aadhaar Number:	833893755718	Address:	NA,vaddamanu,TULLURU,Guntur
Citizen Name:	Chinnam Niharika	Religion:	Hindu
Father Name:	Siva Senkar	Caste:	BC-D
Date of Birth:	1996-06-28T12:00:00Z	Qualification:	MBA
Age:	26	Occupation:	FISHERMAN
Gender:			
Mobile Number:	980000000		
Bridegroom Details			
Aadhaar Number:	589236048482	Address:	NA, null, Peerampalle, K.v. Rangareddy
Citizen Name:	Bandhanola Harishwar Keddy	Religion:	Hindu
Father Name:	Bandhanola Sudhakar Reddy	Caste:	BC-D
Date of Birth:	1992-05-06T12:00:00Z	Qualification:	МСА
Age:	30	Occupation:	FACTORY OWNER/ INDUSTRIALIST
Bridegroom Details			
Aadhaar Number:	589236048482	Address:	NA,null,Peerampalle,K.v. Rangareddy
Citizen Name:	Bandhanola Harishwar Reddy	Religion:	Hindu
Father Name:	Bandhanola Sudhakar Reddy	Caste:	BC-D
Date of Birth:	1992-05-06T12:00:00Z	Qualification:	MCA
Age:	30	Occupation:	FACTORY OWNER/ INDUSTRIALIST
Gender:			
Mobile Number:	9800000000		
Marriage Address			
Door No & Street Name:			
Village/Ward:	KHAMBHAMPADU1		
Mandal/Municipality:	A.KONDURU-R		
District:	NTR		
PinCode:			
	•		

Bride Witness One Details		Bride Witness Two Details	
AadhaarNumber:	314987395689	AadhaarNumber:	810396357004
Name:	BATNA ANANTHA RAO	Name:	UJAVALA RESHMA
Father/HusbandName:	Batna	Father/HusbandName:	Batna
Address:	2-123, KHAJIPETA, SRIKAKULAM, SRIKAKULAM	Address:	2-28/a,A.KONDURU,A.KONDURU,NTR
Age:	46	Age:	16
Relation:	Friend	Relation:	Friend
Bridegroom Witness One Details		Bridegroom Witness Two Details	
Bridegroom Witness One Details AadhaarNumber:	588557713358	Bridegroom Witness Two Details AadhaarNumber:	837073444997
Bridegroom Witness One Details AadhaarNumber: Name:	588557713358 BINOD	Bridegroom Witness Two Details AadhaarNumber: Name:	837073444997 VANAPARLA BAMAYYA
Bridegroom Witness One Details AadhaarNumber: Name: Father/HusbandName:	588557713358 BINOD Batna	Bridegroom Witness Two Details AadhaarNumber: Name: Father/HusbandName:	837073444997 VANAPARLA BAMAYYA Batna
Bridegroom Witness One Details AadhaarNumber: Name: Father/HusbandName: Address:	588557713358 BINOD Batna 1-129,KOLIGAM,ICHCHAPURAM,SRIKAKULAM	Bridegroom Witness Two Details AadhaarNumber: Name: Father/HusbandName: Address:	837073444997 VANAFARLA BAMAYYA Betna 1-318,A.KONDURU,A.KONDURU,NTR
Bridegroom Witness One Details AadhaarNumber: Name: Father/HusbandName: Address: Age:	588557713358 BINOD Batna 1-129.KOLIGAM,ICHCHAPURAM,SRIKAKULAM 28	Bridegroom Witness Two Details AadhaarNumber: Name: Father/HusbandName: Address: Age:	837073444997 VANAFARLA BAMAYYA Batna 1-318,A.KONDURU,A.KONDURU,NTR 41
Bridegroom Witness One Details AadhaarNumber: Name: Father/HusbandName: Address: Age: Relation:	588557713358 BINOD Batna 1-129,KOLIGAM,ICHCHAPURAM,SRIKAKULAM 28 Friend	Bridegroom Witness Two Details AadhaarNumber: Name: Father/HusbandName: Address: Age: Relation:	837073444997 VANAPARLA BAMAYYA Batna 1-318,A.KONDURU,A.KONDURU,NTR 41 Friend

Bride Witness One Photo:	Embridge version update error (1).JPG 🖕
2 Bride Witness Two Photo:	Embridge version update error (1).JPG 🖕
Bridegroom Witness One Photo:	Embridge version update error (1).JPG 🖕
Bridegroom Witness One Photo:	Embridge version update error (1).JPG 🖕
Marriage Photo:	Embridge version update error (1).JPG 🖕
Marriage Invitation Card:	Caste Certificate_ECGC220912149391.pdf 🐇
7 Age Proof Of Bride:	Caste Certificate_ECGC220912149391.pdf 🐇
8) Proof Of Residence:	Caste Certificate_ECGC220912149391.pdf 🐇
Age Proof of Bridegroom:	Caste Certificate ECGC220912149391.pdf 🛓

I, hereby, declare that the particulars given above are correct and complete. I will be responsible for any misrepresentation of facts and will be liable for punitive action.

Photo: Photo:	in	nages.jpg 坐	
ss One Photo: ss One Photo:	Digital Signature		×
Card:	Tokens : *	Microsoft Windows Store	•
: groom:	Certificates : *	Test26	~
	Password : *		
		Sign and Approve	
	Browse Recommended	`	

ication Document		Remarks:*		
o File Choosen	Browse	Recommended	~	

Get Certificate

Sample Marriage Certificate for RURAL

GOVERNMENT OF ANDHRA PRADESH

Panchayat Raj Department

[See Section 12 of Andhra Pradesh Compulsory Registration of Marriage Act, 2002]



CERTIFICATE OF MARRIAGE

I, <u>MEENAKSHIFHFH</u> hereby certify that I have registered the marriage of bridegroom <u>ADITYA TRIVEDI</u> son of Sri <u>TEST NEW DEATILS</u> with bride <u>ANJALI DAVE</u> daughter of Sri <u>ABCDEFGHIJL</u> on this <u>16th</u> day of <u>September,2022</u> in pursuance of the memorandum dated the <u>8th</u> day of <u>October,2022</u> received by me from the parties and the same has been entered in the Register of Marriages maintained by me.

The marriage has been solemnized on <u>16/09/2022</u> at <u>KAMBHAMPADU(Gram Panchayat)</u>, <u>A.KONDURU(Mandal)</u>.

Marriage Officer & Panchayat Secretary



Meenakshifhfh KAMBHAMPADU Gram Panchayat A.KONDURU Mandal NTR District

THANK YOU