Website: http://www.bslta.in/revenue/

Dear Customers,

Kindly follow the step by step guidelines to download Estate bills and do the payment online.

- 1. Paste the URL <u>http://www.bslta.in/revenue/</u> in your browser.
- 2. Click on the Bills tab to do the login.



3. Use your SAP Code and default password (i.e. 123456789) to login.

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4. After login, if **E-mail id and mobile number** is not updated in the system, kindly download "The Format" and visit in-person to Room no-24, Nagar Seva Bhavan and submit all the asked details.

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Dear Customer, Revenue section does not have your E Mail id and Phone number. Kindly provide the same by visiting in person in the below mentioned format in Room no-24. Near Seva bhavan.		
प्रिय ग्राहक, राज्सव अनुभाग में आपका - ईमेल (Ensil id) एवं मोबाइल नंबर (Mobile number) की जानकारी उपलब्ध नहीं है। कृपपा - उपरोक्त जानकारी संलप्त प्रारूप में जल्द से जल्द नगर सेवा भवन के कमरा संख्या - 24 में जामा करें ।		
Email : tarevenue@bslta.in Phone :+91-8986875008		
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 After login, if E-mail id and mobile number is updated in the system, You must required to reset the password. To do the reset, you must require entering the SAP Code, mail id and then clicking onto <u>Send Reset Link.</u>

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 A mail regarding password resetting will appeared in your registered E-mail id inbox. Kindly open the mail and click the link to reset the password. After that enter your desired password and click onto **Reset Password** Button.

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 Once the password got reset, go to the Revenue portal directly through URL or can click the Login hyperlink appearing on the screen.

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8. Again enter your SAP code and newly created password and then click the **log in** button.

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9. In case you forget password, you can click on **Forget password** button to reset the password again.

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10. After login in Step 8, now you can see your bill, take a print out or pay the bill payment through the payment link given below in the screen.

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Note: You can clearly see the **Proceed To Pay** button in the bottom to do the payment.

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## To Enter Online Meter Readings

 Click onto the meter reading tab appearing in the top left hand side of the ribbon.



2. Use the drop down button in **meter status** and select your current meter status. For example if your Energy meter is working fine then select the option **OK**.

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 Then enter the meter reading into the given box. Suppose if some ones Energy meter reading contains decimal, enter the next higher digit. For example if your meter reading is 54657.8 then enter 54658(in round figure only).

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4. After entering the meter reading, click onto the **Submit** button.

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Thanks for using the TA-Revenue Portal. For further assistance, you may contact to the number appearing in Website.