

User Manual for New Applicant Registration

INTRODUCTION

This manual is prepared to guide citizens and registered users in using the Online Property Registration Application. It is especially designed for new users who are registering for the first time.

The following are the steps to be followed:

Step1. Visit the Property Registration Application Site

- Open your preferred web browser (e.g., Chrome, Firefox, Safari).
- Enter the official URL of the in the address bar i.e. <https://registry.sikkim.gov.in>.

Step2. New user Login

If the user or citizen does not already have an account, they can create one by clicking on '**Register Now**' and entering the required details to complete the registration as illustrated below.



(Fig 1.1)

- To register, first create a **username**, then enter your **first name, last name, email address, and mobile number**. Next, set a **password** and type it again in the confirm password box to make sure it matches. Enter the **captcha code** shown on the screen to verify you are human, and then click the **Register** button to complete the process. If you already have an account, just click **Back to Login** instead as illustrated in figure 1.2.

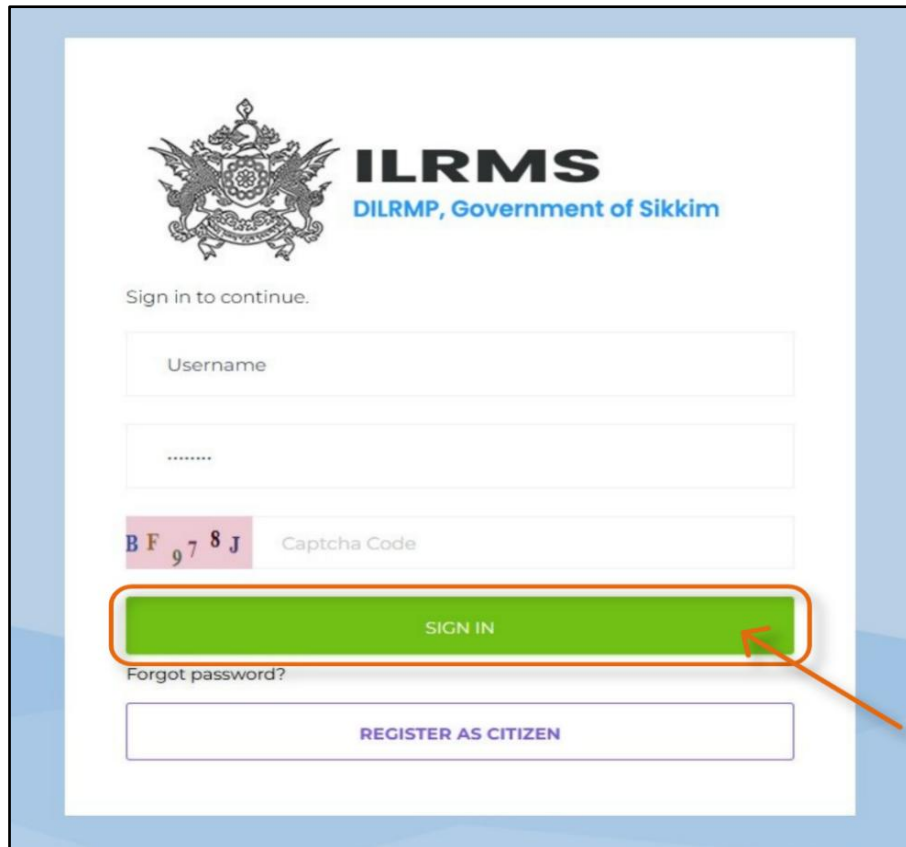
The image shows a web form titled "ILRMS DILRMP, Government of Sikkim" with the heading "Register as Citizen." The form contains several input fields: "Username", "First Name", "Last Name", "Email Address", "Mobile No", "Password", and "Confirm Password". Below these is a "Captcha Code" field with a visual captcha showing the characters "F4FC L". At the bottom of the form is a large blue "REGISTER" button. A green arrow points to the "Back To Login" link located just below the "REGISTER" button.

(Fig.1.2)

Once you are successfully registered, you will receive a **verification link** to your **email** on your **registered email ID**.

Step3. Login to the Portal

- Enter your registered **username** and **password** in the appropriate fields.
- Click the '**Sign In**' button to access your account, as illustrated in figure 1.3.



The image shows a login form for the ILRMS (Immigration and Local Registration Management System) of the Government of Sikkim. The form is titled "ILRMS" and "DILRMP, Government of Sikkim". It includes a logo of the Government of Sikkim. The form has a "Sign in to continue." instruction. There are input fields for "Username", a password field (indicated by dots), and a "Captcha Code" field. The captcha code is "BF 9 7 8 J". Below the captcha field is a green "SIGN IN" button, which is highlighted with an orange border and an orange arrow. Below the "SIGN IN" button is a link for "Forgot password?". At the bottom of the form is a button labeled "REGISTER AS CITIZEN".

 **ILRMS**
DILRMP, Government of Sikkim

Sign in to continue.

Username

B F 9 7 8 J Captcha Code

SIGN IN

[Forgot password?](#)

REGISTER AS CITIZEN

(Fig.1.3)

THANK YOU