



USER MANUAL FOR THE E-REGISTRY

BOARD OF REVENUE
GOVERNMENT OF KHYBER PAKHTUNKHWA



Preface

This E-Registry User Manual has been developed to provide clear, concise, and practical guidance to officers and staff of Sub-Registrar Offices in Khyber Pakhtunkhwa for the effective operation of the Electronic Registration (E-Registry) System. The manual outlines the complete electronic registration workflow, system functionalities, and prescribed procedures to ensure uniform implementation across the province. Its primary objective is to facilitate smooth transition from manual to electronic registration, enhance transparency, improve service delivery, and strengthen governance in land registration processes.

| Version No. | Date | Description | Developed By |
|-------------|------------|------------------------|--|
| 1.0 | 15-12-2025 | E-Registry User Manual | E-Stamp Team, Board of Revenue, Government of Khyber Pakhtunkhwa |

Message from the Project Director

The launch of the E-Registry System represents a major reform initiative aimed at modernizing land registration services in Khyber Pakhtunkhwa. By introducing a secure, technology-enabled, and standardized electronic process, the system significantly reduces processing time, minimizes human intervention, enhances record authenticity, and promotes transparency and accountability.

This User Manual has been prepared to ensure consistent and effective implementation of the E-Registry System in Sub-Registrar Offices. I appreciate the efforts of the E-Stamp Team in developing this manual and the E-Registry framework. All concerned officers and staff are expected to follow the procedures outlined herein to ensure efficient service delivery, legal compliance, and increased public confidence in the land registration system.

**Mr. Atta ur Rehman
Project Director, E-Stamp
Board of Revenue,
Government of Khyber
Pakhtunkhwa**

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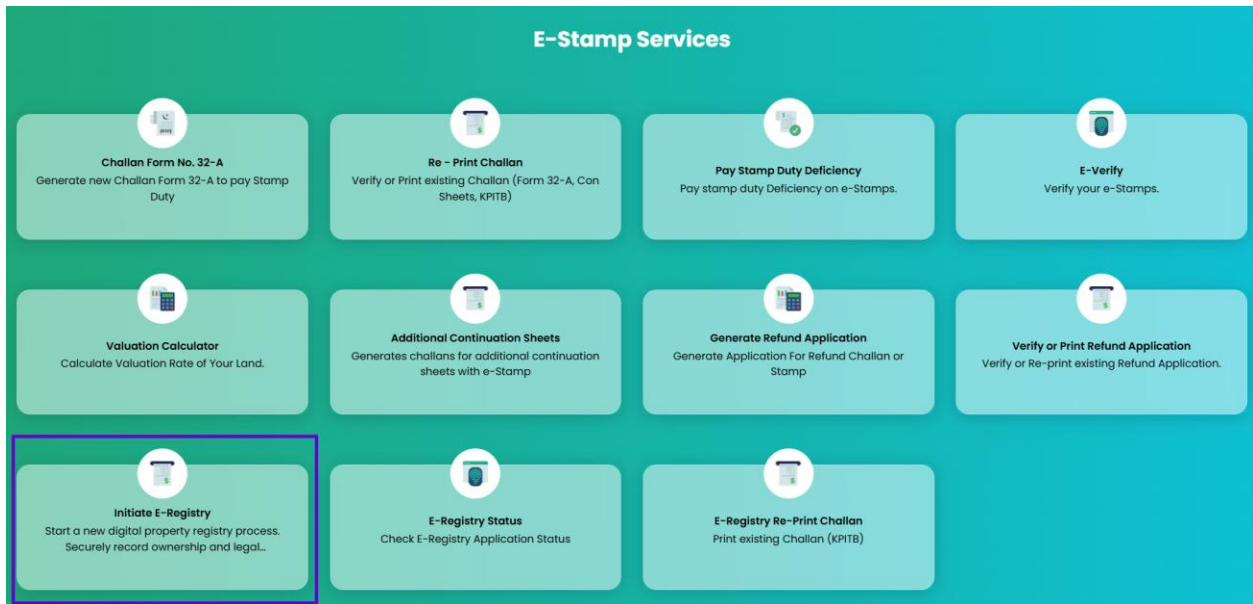
E-Stamping / E-Registration Home Page

Citizen can access the online E-Stamping portal hosted at <https://www.estamping.kp.gov.pk>. The homepage provides an overview of the key functionalities and services available to users, as illustrated below:

- A. Challan Form No. 32-A
- B. Verify or Re-Print Challan
- C. Pay Stamp Duty Deficiency
- D. E-Verify
- E. Valuation Calculator
- F. Additional Continuation Sheets
- G. Generate Refund Application
- H. Verify or Print Refund Application
- I. Initiate E-Registry
- J. E-Registry Status
- K. E-Registration Print Challan



Initiate E-Registry



The system displays a user-friendly, structured form containing multiple fields that enable users to enter all required information accurately and efficiently.

- a) Enter E-Stamp Paper ID
- b) Choose District

If a valid and registerable Stamp Paper number is entered, the user will be redirected to the next screen.

Overview Details

1

Details

Overview Details

2

Parties & Witness

3

Waseeqa

4

File Uploads

Stamp Details

Stamp Number

KP-PSW-102025ZCJUSANZYXS

Stamp Status

Issued

Total Stamp Amount (Rs)

7,040

Total Paid Amount

7,040

| CHALLAN NUMBER | TYPE | BRANCH CODE | PAYMENT REFERENCE | PAYMENT DATE | STAMP AMOUNT | STAMP S.NO |
|------------------|----------|------------------------|-------------------|--------------|--------------|------------|
| 32A102025HEJTUDJ | Original | 5013 - IBB Saddar Road | TT252946W6CB | 21-10-2025 | 7,040 | 047899 |

Deed Detail

Stamp Paper Type

Non-Judicial

Deed Type

CONVEYANCE - 23(b)

Challan Amount Paid By

Purchaser

Challan Information

District

Peshawar

Tehsil

Mattani

Applicant Information

Name

Kashif Ullah

CNIC

17301-1324508-5

Contact

0314-9002396

Email

Valuation Rate

Land Type

rural

Tehsil

Mattani

District

Peshawar

Revenue Circle / Muzaa

Suleman Khel

Town / City

Nashoo

Location

Off Road

Classification

Residential

Covered Area

0

Land Area

11

Structure Rate

0

Valuation Rate

63,587

Structure Rate (Valuation Rate)

0

Land Value (Valuation Rate)

699,857

Structure Rate (User Provided)

0

Land Value (User Provided)

704,000

< Previous

Next >

The user can verify the details of the E-Stamp Paper, and if the information is correct and valid, they may proceed by clicking the **Next** button.

Parties Information

1

Details

2

Parties & Witness

3

Waseeqa

4



File Uploads

Parties Information

Seller

FIRST PARTY



+ Add Seller

| TYPE | NAME / COMPANY NAME | CNIC / NTN | CONTACT # | PICTURE | FINGER | USE ON FORM | UPLOADS |
|------------|---------------------|-----------------|--------------|---|---|-------------|---------------|
| Individual | Shehryar | 17301-7928268-3 | 0000-0000000 |  |  | Yes | <div>+ </div> |

Purchaser

SECOND PARTY





+ Add Purchaser

| TYPE | NAME / COMPANY NAME | CNIC / NTN | CONTACT # | PICTURE | FINGER | USE ON FORM | ACTIONS |
|------------|---------------------|-----------------|--------------|---|---|-------------|---------------|
| Individual | Kainat | 17301-6423875-6 | 0000-0000000 |  |  | Yes | <div>+ </div> |

Witness Informations

WITNESSES

+ Add Witness

| TYPE | NAME / COMPANY NAME | CNIC / NTN | CONTACT # | PICTURE | FINGER | ACTIONS |
|------------|---------------------|-----------------|-------------|---|---|-----------------------------------|
| Individual | Ahsan Ali | 14897-6312849-6 | 03229142165 |  |  | <div>Edit</div> <div>Remove</div> |
| Individual | Ishfaq Ahmed | 14897-6312849-6 | 03229142165 |  |  | <div>Edit</div> <div>Remove</div> |

Previous

Next

The user can review and verify the parties listed in the deed, and add any missing party that was not included during challan generation. Additionally, the system requires the entry of **two mandatory witnesses** in order to proceed with the E-Registry process.

Parties Shares Distribution

Parties Shares Distribution
Distribute land area among sellers and buyers

Total Land Area
TOTAL LAND AREA (MARLA)
11.00

TOTAL LAND AREA (SQUARE FEET)
2992.00

This is the total land area to be distributed among all parties

Seller Shares 1 SELLER

| SELLER NAME | MARLA | SQUARE FEET | SHARE % |
|-------------|-------|-------------|---------|
| Shehryar | 11.00 | 2992.00 | 100.00% |

Seller Total Marla
11.00

Seller Total Sqft
2992.00

Remaining Marla
0.00

Remaining Sqft
0.00

Status
✓ COMPLETED

Buyer Shares 1 BUYER

| BUYER NAME | MARLA | SQUARE FEET | SHARE % |
|------------|-------|-------------|---------|
| Kainat | 11.00 | 2992.00 | 100.00% |

Buyer Total Marla
11.00

Buyer Total Sqft
2992.00

Remaining Marla
0.00

Remaining Sqft
0.00

Status
✓ COMPLETED

Cancel

Save & Next

After pressing the Next button, the user will enter the parties' shares, specifying either partial or full shares in the registry.

8 | Page

Deed Writing / Waseeqa Naweess

1

Details

Overview Details

2

Parties & Witness

3

Witnesses

4

File Uploads

Property Deed Registration

Complete your property boundary and deed information

Property Boundaries

Enter the boundary details for your property

NORTH BOUNDARY

Enter north boundary details

EAST BOUNDARY

Enter east boundary details

SOUTH BOUNDARY

Enter south boundary details

WEST BOUNDARY

Enter west boundary details

Provide complete deed text below

Deed Documentation

Enter or paste your complete deed text

INSERT DEED SAMPLE

Sans SerifNormalBBIUOLX¹X₂H₄H₂¶¶•≡≡≡≡†%&£

Type Something...

The user will enter the east, west, south, and north details of the property if it is located within the city area. Additionally, the citizen can enter the desired deed content (waseeqa) in this text area, save it, and proceed further. Sample deeds have also been provided for the citizen's convenience.

[illegible]

File Uploads

1 Details
Overview Details

2 Parties & Witness

3 Waseeqa

4 File Uploads

You can upload multiple files here

Note: Only PDF, JPG, PNG files are allowed. Max 4MB each.

Drop files here or click to upload

Supported files: PDF, JPG, PNG (Max 4MB each)

< Previous

Submit

Citizens can support their E-Registry submissions using the file upload option, for example: Fard, court decree orders, etc.

Disclaimer



Are you sure?



Once KPITB Challan Paid you will not be able to upload or edit files for this registry. Please ensure everything is correct.

Yes — submit and lock


Cancel

Once the citizen fills in all the details, the above disclaimer is displayed to confirm the E-Registry information. The E-Registry will then be locked for payment of the KPITB service charges, after which it will be available for the concerned Sub-Registrar to search and complete the registration.

KPITB E-Registry Challan

CHALLAN KPITB
Bank of Khyber Copy UNPAID
 CHALLAN OF CASH/TRANSFER/CLEARING PAID INTO THE
 Peshawar, Mattani


ITB1220250JPUPOW

| Parties Information | | Bank Details | | | |
|--|--|--|--------------------|--|--|
| Applicant Information | First Party Information | Second Party Information | Amount (In Rupees) | Account Number | Order of the Bank |
| Name: Kashif Ullah CNIC: 17301-1324508-5 Contact: 0314-9002396 | Purchaser Name: Kainat WO Shehryar & others CNIC/NTN: 17301-6423875-6 Address: Peshawar | CONVEYANCE - 23(b) Total Amount: 704,000 Seller Name: Shehryar SO Ameer Khan Through power of attorney CNIC/NTN: 17301-7928268-3 Address: Peshawar | 200 | Ac Title: Khyber Pakhtunkhwa Information Technology Ac Number: 00832000693033 | Created on: 21-10-2025 Valid Till: 30-10-2025 |
| Signature: _____ | | | 200 | | |

Amount in Words: Two Hundred

Disclaimer: Created on the basis of information provided by applicant. Only one set of copies is acceptable for depositing the Challan. No photocopy or extra prints will be acceptable. Payments submitted against multiple copies will be responsibility of depositor and will have no liability on any Government Department or Bank under any circumstances

A duplicate challan will be generated for the citizen, who can pay it at nominated/authorized Bank of Khyber branches or online via KPITB's Paymir payment solution.

Submission of E-Registry

After payment, the citizen may visit the concerned Sub-Registrar office along with witnesses to submit the E-Registry.