
HOW TO APPLY FOR UBIN

1. Search “eodb.arunachal.gov.in” by using any browser.
2. Click on ‘login’, Scroll & Click on ‘Register HERE’ to create new user account before applying for UBIN (Unique Business Identification Number).
3. Enter full name, valid e-mail ID, Mobile No., select state & create a password for further use.
4. Enter given captcha & ‘Submit’.
5. An OTP (one time password) will be generating with a ‘verification link’ to your registered email-ID & mobile no.
 - *Note the OTP carefully for single use which will be valid for 15 minutes only from the time of request.*
 - *Whereas, verification link will be valid for next 48 hours from the time of request; Note the OTP you received after 15 minutes, you can click verification link within 48hrs to activate your account.*
6. Enter OTP & click on ‘validate’.
7. Click & open the given link in your email-ID for verification of your email-ID.
8. New page will be opening through the link that be showing the successful completion of email verification.
9. Go back to ‘Services’ tab on website (eodb.arunachal.gov.in) & click on ‘Finance, Planning & Investment’ department tab.
10. See Requirements & Apply for UBIN application.
11. Enter your registered email ID & password.
12. Click on ‘I Agree” after carefully read the instructions of ‘Single Window Registration’.
13. Select the ‘legal entity of the business or constitution of businesses accordingly.
14. Save & Next.
15. Enter Mandatory Name of the Proprietor, Age, Gender, Caste & Nationality.
16. Save & Next.
17. Enter Name of the Enterprise, Business (either New or Existing) & date of commencement of business, PAN number and GSTIN number (if any).
18. Save & Next.
19. Enter Name of Applicant, Designation, Office Address, Mobile No., E-mail, Type of Land (Private or Government), Type of Area (Rural or Urban), Status of Land/Building/Premises (Owned or Lease).
20. Enter captcha & ‘Submit’.
21. Click Attach Annexure; (or you can go back through ‘edit’ if any changes or edits required as per needs then).
22. Enclose documents as file/reference (Identity proof, Residential proof, PAN card).
23. Save Annexure.
24. Submit.
25. Lastly, Please Note the ‘Application Reference Number’ that will be display on the screen after final submit for further uses and tracking your application status purpose. Download UBIN certificate after once it approved by the State Nodal Officer.
26. Download UBIN certificate after once it approved by the State Nodal Officer.
27. Go to ‘services’ in the website. Click on as per your required departments & apply for various services.