



NAGALAND INNER LINE PERMIT
Government of Nagaland

USER MANUAL for ILP Applicants

Version 1.0



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Nagaland Inner Line Permit
Government of Nagaland

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1. ABBREVIATION& SYNONYM:-

Application ID.	: Refers to the ILP Application Number, generated by the system. Users can use the Application ID to track status and make payment.
ILP Number	: Refers to the ILP issued by the system as per the category. ILP number is always unique.
Email	: Refers to the end-user email ID. <i>Note: make sure to provide a valid email for further communication. All communication and notification will be done via email only.</i>
Phone Number	: Refers to the end user phone number.



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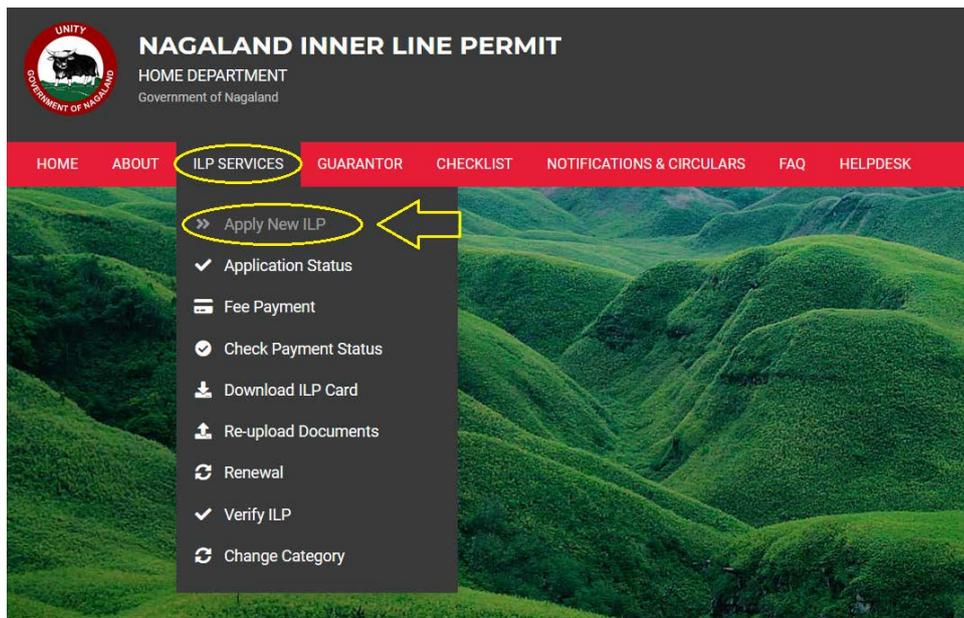
2. INTRODUCTION

The purpose of this document is to give step by step instructions for the Inner Line Permit (ILP) applicant users to Apply New ILP, Check ILP Application Status, Make Online Fee Payment, Check Payment Status, Download ILP Card, Renew ILP, Re-upload Document, Verify ILP and Change ILP Category.

3. APPLY NEW ILP

3.1. STEP-1: Apply New ILP

Go to ILP Portal <https://ilp.nagaland.gov.in/>> ILP Services > Apply New ILP.





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3.2. STEP-2: Select Category

Select appropriate category

APPLY NEW ILP

Please verify your phone number to proceed with ILP Application. You will have a maximum of 5 OTP attempts before a waiting period of 5 minutes

CATEGORY

Select Category

- Select Category
- Domestic Tourist
- Foreign Tourist
- Labourer
- Priest
- Student
- Teacher
- Trader

Enter your phone number, click on **SEND OTP** and enter the OTP received in your phone number and click on **SUBMIT** button.

Note: make sure to enter valid phone number for OTP authentication.

CATEGORY

Domestic Tourist

PHONE NUMBER

8575075142

Enter 10 digits phone number

SEND OTP

ENTER OTP

12345

SUBMIT

Once the phone number is successfully authenticated, it will redirect you to the form.



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3.3. STEP-3: Form & Upload Supporting Documents

Fill in the form accordingly with all the mandatory fields. Please note that the form will be different for respective categories. Refer the sample form below.

NEW ILP APPLICATION FORM (DOMESTIC TOURIST ONLY)

PERSONAL INFORMATION

FIRST NAME *	<input type="text"/>	MIDDLE NAME	<input type="text"/>
LAST NAME	<input type="text"/>	FATHER FIRST NAME *	<input type="text"/>
FATHER MIDDLE NAME	<input type="text"/>	FATHER LAST NAME	<input type="text"/>
DOB (DD-MM-YYYY) *	<input type="text" value="dd-mm-yyyy"/>	GENDER *	<input type="text" value="Select Gender"/>
IDENTIFICATION MARK *	<input type="text"/>		
OCCUPATION	<input type="text"/>		
RELIGION *	<input type="text" value="Select Religion"/>		
EMAIL *	<input type="text"/>	CONFIRM EMAIL *	<input type="text"/>
PHONE NO	<input type="text" value="7005840686"/>	ALTERNATE PHONE NO	<input type="text"/>
AADHAAR NO	<input type="text"/>		

PRESENT ADDRESS

Address Line *	<input type="text"/>		
POST OFFICE *	<input type="text"/>	POLICE STATION *	<input type="text"/>
STATE *	<input type="text" value="Select State"/>	DISTRICT *	<input type="text" value="Select District"/>
PIN CODE *	<input type="text"/>		

PERMANENT ADDRESS

SAME AS PRESENT ADDRESS

ADDRESS LINE *	<input type="text"/>		
POST OFFICE *	<input type="text"/>	POLICE STATION *	<input type="text"/>
STATE *	<input type="text" value="Select State"/>	DISTRICT *	<input type="text" value="Select District"/>
PIN CODE *	<input type="text"/>		



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PERMIT DETAILS

PURPOSE OF VISIT *

DISTRICTS TO VISIT * DIMAPUR KIPHIRE KOHIMA LONGLENG
 MOKOKCHUNG MON NOKLAK PEREN
 PHEK TUENSANG WOKHA ZUNHEBOTO

VISIT FROM * VISIT TO *

DOCUMENTS

IDENTITY PROOF * ID NUMBER *

Student ID is applicable only if age is below 10 years

PASSPORT PHOTO *
Allowed file type JPG, PNG. Maximum size 200KB (Please upload Recent "Colour" Passport Photo only.)

GOVERNMENT APPROVED ID (FRONT) *
Allowed file type JPG, PNG, PDF (Maximum size is 300KB). For ID proofs which has a validity date: Please ensure that the validity period is clearly visible in the uploaded content. The document should have a photo with address.

AADHAAR CARD (FRONT)
Allowed file type JPG, PNG (Maximum size is 300KB).

AADHAAR CARD (BACK)
Allowed file type JPG, PNG (Maximum size is 300KB).

LOCAL CONTACT / TRAVEL AGENCY / PLACE OF STAY.

NAME * PHONE NO *

ADDRESS *

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage, my application shall be liable to cancellation / termination without notice or any compensation in lieu thereof.

Once all the mandatory fields and documents are uploaded, enter the Captcha and submit the form.



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On successful submission a confirmation message with application ID will be received in your phone number and email. Refer the confirmation message below:-

The screenshot shows a green confirmation message at the top: "Ilp application successfully submitted. Your application ID is 21110005" with a red arrow pointing to the ID. Below it is a form titled "CHECK ILP APPLICATION STATUS". The form has three input fields: "CATEGORY" with a dropdown menu showing "Select Category", "APPLICATION ID *" with a text box containing "Enter ILP Application ID", and "DATE OF BIRTH (DD-MM-YYYY) *" with a text box containing "dd-mm-yyyy".

4. CHECK ILP APPLICATION STATUS & DOWNLOAD FORM

ILP Application Status

ILP Status	Description
Under Process	It means the ILP application is under process for verification and approval by the concerned authority. This is the default status when an application is successfully submitted.
Approved	It means the ILP application has been approved by the concerned authority.
Canceled	It means the ILP application has been canceled by the concerned authority.
Rejected	It means the ILP application has been rejected by the concerned authority.
Revoked	It means the ILP application has been revoked by the concerned authority.

Document Status

Document Status	Description
Pending	The document is under verification.
Rejected	The document has been rejected by the concerned authority.
Approved	Document has been approved by the concerned authority.



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STEP-1: Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP SERVICES > Application Status



STEP-2: Select your category, DOB, enter your application ID and Captcha.

CHECK ILP APPLICATION STATUS

CATEGORY
Domestic Tourist

APPLICATION ID *
21110005

DATE OF BIRTH (DD-MM-YYYY) *
19-04-1987

59926 59926

Click on the captcha image to generate a new captcha.

SEARCH

STEP-3: Application Status Result

ILP APPLICATION DETAILS ← BACK TO SEARCH

APPLICATION STATUS	Under Process
DOCUMENT STATUS	Pending
APPLICATION ID	21110005
NAME	TEST
DOB	19-04-1987

DOWNLOAD APPLICATION FORM

User can also download the application form in PDF as shown in the above screenshot.



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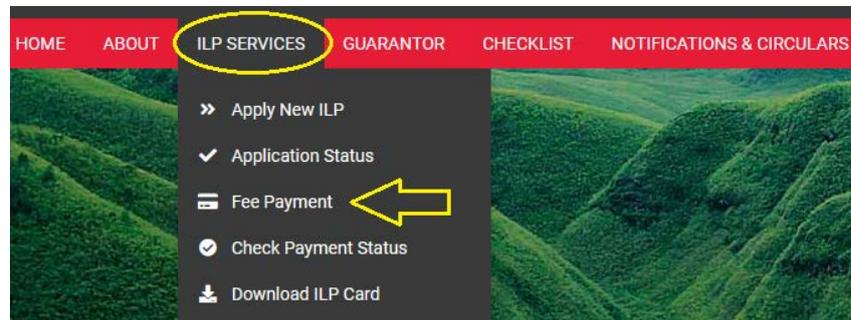
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5. FEE PAYMENT

Payment Status

Payment Status	Description
YES	Payment is successful and completed.
NO	Payment is pending from the applicant end.

STEP-1: Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Fee Payment



STEP-2: Select appropriate category, enter application ID and DOB.

ONLINE ILP FEE PAYMENT

CATEGORY
Domestic Tourist

APPLICATION ID *
21110004

DATE OF BIRTH (DD-MM-YYYY) *
23-10-1986

95946 95946

SEARCH

NOTE: Payment can only be done when the ILP application is approved by the concerned authority.



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STEP-3: Click on MAKE PAYMENT

YOUR ILP DETAILS		← BACK TO SEARCH
APPLICATION ID	21110004	
STATUS	Approved	
APPLICANT NAME	DANI	
AMOUNT	₹50.00	
VISIT DAYS	14	

MAKE PAYMENT

The system will redirect to payment gateway, enter all the necessary payment information such as Debit Card, Credit Card, Internet Banking, UPI etc. details and proceed with the payment. Please note that the interface of payment may differ from bank to bank.

PAY ₹50.00

9436273942 | DANI@GMAIL.COM [Show Details](#)

Payment Option : Cards (Credit/Debit)

Credit / Debit Card Number

Expiry (MM/YY) CVV

Name on Card

Pay Now

We just launched ► **LAZYPAY** a brand new Credit Product from PayU. Visit Lazypay.in

Verified by VISA MasterCard SecureCode GeoTrust PayU



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Once Payment is Successful, the system will redirect to the ILP Portal with a confirmation message. Refer the image below:-

STATUS	success
ILP NO.	NLILPDM211100002
VALIDITY	15
ILP FEE AMOUNT (NET)	100.00
GROSS AMOUNT	102.04
TRANSACTION ID	16359156922467
BANK REFERENCE NO.	386334554035808
PAYMENT DATE	Wed, Nov 3, 2021 9:35 AM

In case if Payment Failed, refer the screenshot below:-

REASON	E000
--------	------



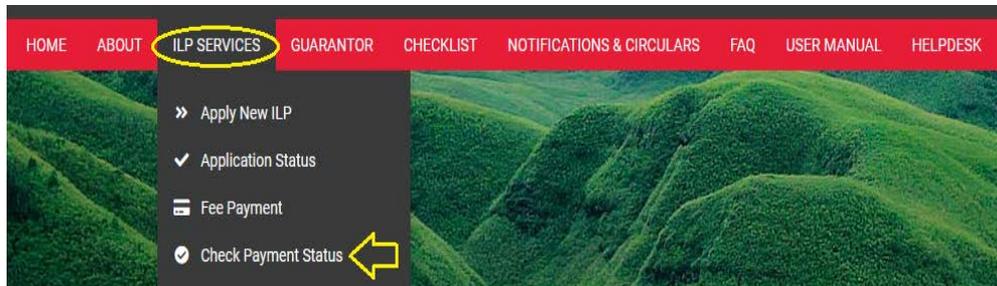
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6. CHECK PAYMENT STATUS

Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Check Payment Status



Select category and enter Transaction ID, and search.

CHECK PAYMENT STATUS

CATEGORY *
Domestic Tourist

TRANSACTION ID *
16359160224786

73386 73386

SEARCH

Result Status

PAYMENT STATUS ← BACK TO SEARCH

TRANSACTION ID	16359160224786
STATUS	failure
BANK REFERENCE NO	251070907
NET AMOUNT	50.00
GROSS AMOUNT	0.00
DATE OF PAYMENT	03-11-2021
APPLICATION ID	21110004



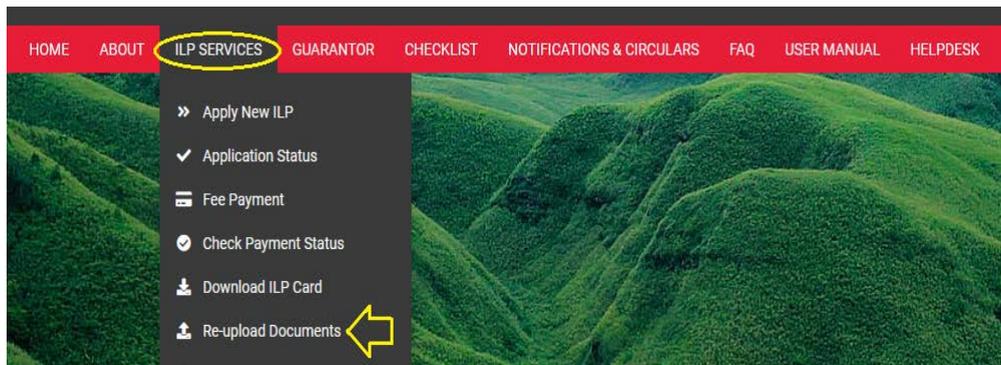
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7. RE-UPLOAD DOCUMENT

Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Re-upload Documents



Select category, enter application ID and DOB (date of birth) and click on Search button.

REUPLOAD DOCUMENTS

CATEGORY
Domestic Tourist

APPLICATION ID *
21110005

DATE OF BIRTH (DD-MM-YYYY) *
19-04-1987

62242 62242
Click on the captcha image to generate a new captcha.

SEARCH



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The system will redirect to re-upload page, as shown below:-

REUPLOAD DOCUMENTS (TOURIST ONLY)

APPLICATION ID	21110005
NAME	TEST
DOB	19-04-1987
DOCUMENT STATUS	Rejected
ID PROOF	Aadhaar
REASON	Reject

DOCUMENTS

PASSPORT PHOTO *
Photo.JPG
Allowed file type jpg, png. Maximum size 200KB (Please upload Recent "Colour" Passport Photo only.)

AADHAAR (FRONT) *
AFron.JPG
Allowed file type JPG, PNG (Maximum size is 300KB).
For ID proofs which has a validity date: Please ensure that the validity period is clearly visible in the uploaded content.
The document should have a photo with address.

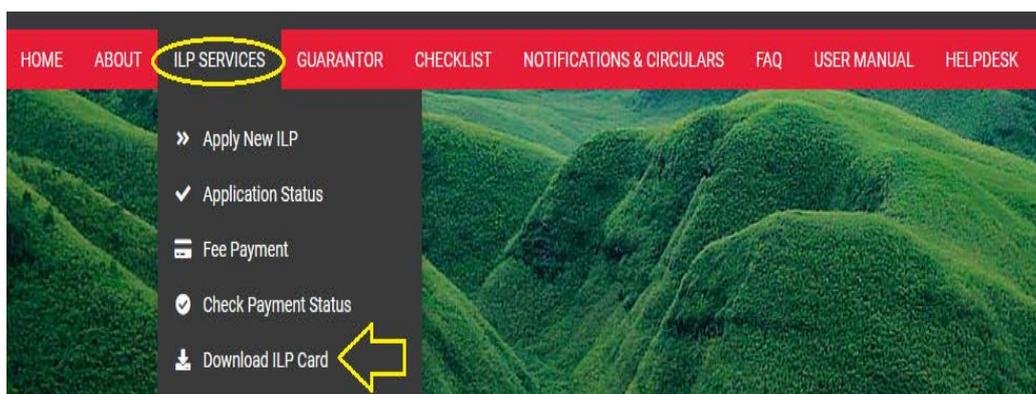
AADHAAR (BACK) *
ABack.JPG

Upon successful submission, a confirmation message will be shown.



8. DOWNLOAD ILP CARD

Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Download ILP Card





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Select category, enter ILP number and DOB, captcha and download.

DOWNLOAD ILP CARD

CATEGORY *
Domestic Tourist

ILP NUMBER *
NLILPDM211100001

DATE OF BIRTH (DD-MM-YYYY) *
03-02-1986

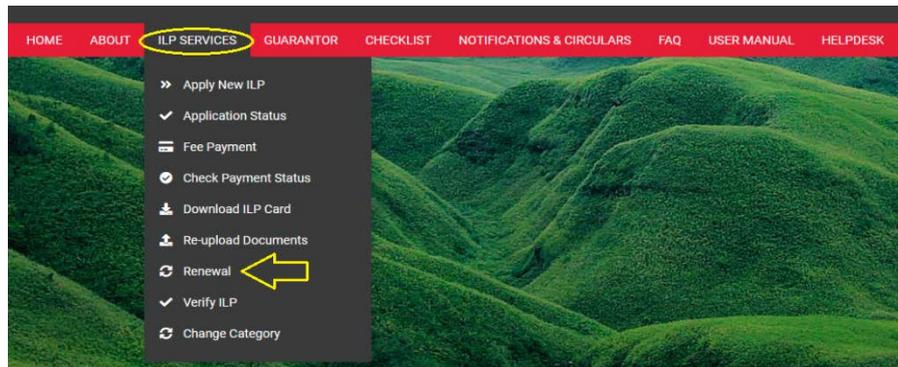
77876 77876

DOWNLOAD

9. RENEWAL

NOTE: Renewal is **NOT** applicable for Student Category.

Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Renewal



Enter previous ILP number, DOB and search.

RENEWAL FOR OTHER CATEGORY ONLY

ILP NUMBER *
Enter ILP Number

DATE OF BIRTH (DD-MM-YYYY) *
dd-mm-yyyy

42458 Enter valid Captcha*

SEARCH



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PERMIT DETAILS

Purpose for which ILP is required * Category of ILP *
Fee:100.00(₹) Validity:90 days

Applying for District *

Guarantor UID No *

GUARANTOR OTP *

DOCUMENTS

Upload Passport Photo ⓘ *
Allowed file type jpg,png. Maximum size 200KB (Please upload Recent "Colour" Passport Photo only.)

Category Document
Allowed file type JPG, PNG (Maximum size is 300KB).

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage, my application shall be liable to cancellation / termination without notice or any compensation in lieu thereof.

*Update permit details and submit. Once the renewal application is approved, SMS/email will be send to the user.

*User can now proceed with the payment and renewal will be completed on successful payment.

*User can also change email and current address if necessary.



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10. VERIFY ILP

Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Verify ILP



Enter all necessary information as shown below and search.

ILP VERIFICATION

CATEGORY *
Domestic Tourist

ILP Number *
NLILPDM211100002

D.O.B (DD-MM-YYYY) *
19-04-1987

98773 Enter valid Captcha*

SEARCH

Verify Search Result

VERIFY ILP (DOMESTIC)		← BACK TO SEARCH
ILP NO	NLILPDM211100002	
NAME	TEST	
VALIDITY	05-11-2021 to 19-11-2021	
ILP STATUS	active	



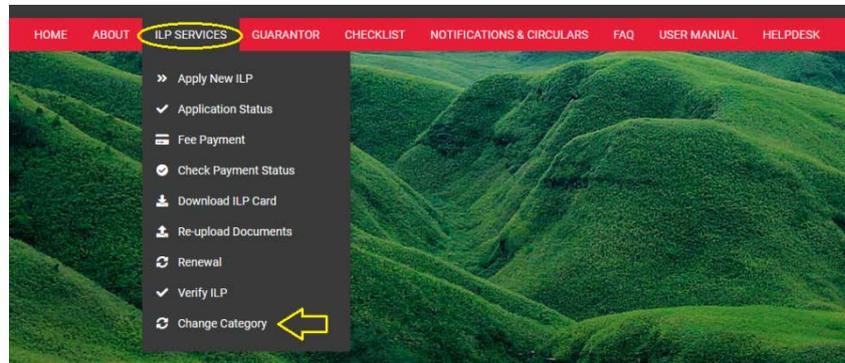
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11. CHANGE CATEGORY

Go to ILP Portal (<https://ilp.nagaland.gov.in/>) > ILP Services > Change Category



Enter existing ILP number, DOB and select the category to change.

ILP CATEGORY CHANGE

ILP NUMBER *
NLILPLB211100001

DATE OF BIRTH (DD-MM-YYYY) *
01-11-2002

CHANGE TO CATEGORY *
Trader

63693 63693

SEARCH

Fill in all the necessary details and upload all the required documents and submit.