

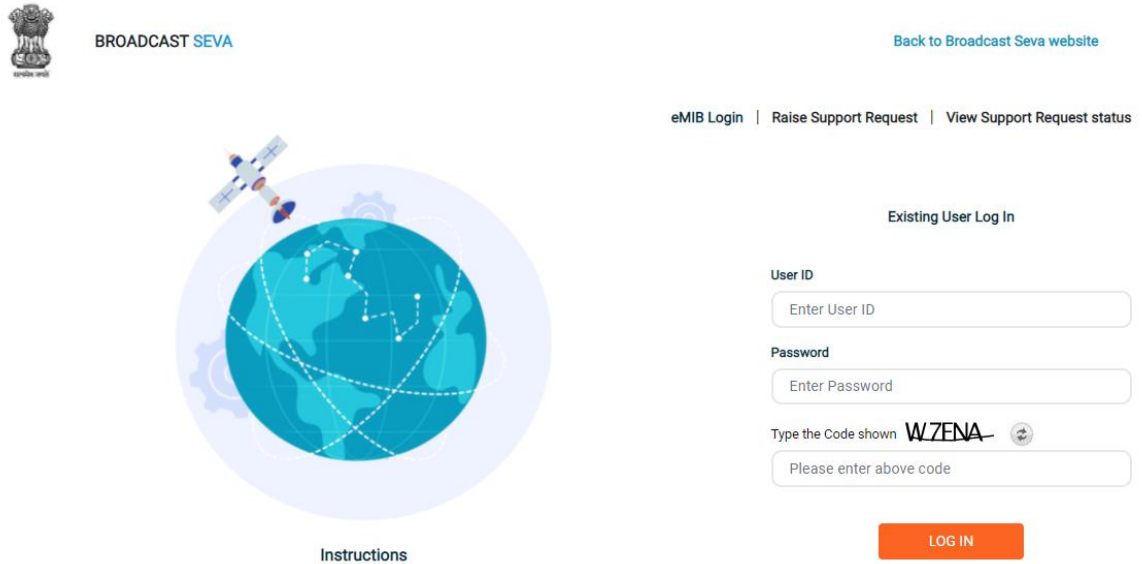
User Manual
For
Application for change in channel details
Broadcast Seva
Ministry of Information and Broadcast

Service 4 : Application for change in channel details

User login into portal and provides User credentials:

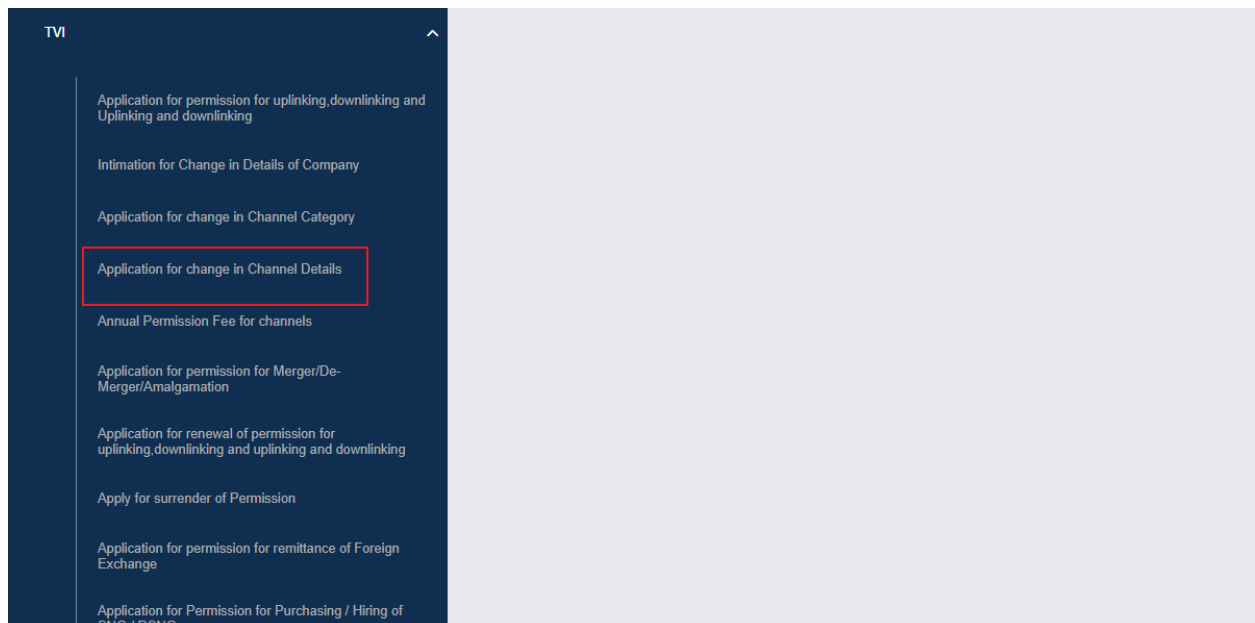
Applicant Login:

1. Existing user will login in below screen:



Instructions

2. On logging in, with credentials- left corner denotes menu where user can find service:
Application for change in channel details.



Note: This service will be available to user(s) only if the user has permitted channel.

a) Applicant can start the process to apply for change in channel details:

Home | Services
Services > TVI > Application for change in Channel Details

Application for change in channel details

Search:

S. No.	Application Number	Application Date	Application Status	Action
No data available in table				

Showing 0 to 0 of 0 entries

[Start filling new application](#) [Start partial filled application](#)

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b) Applicant can view the status of his existing/applied applications, which is sent to MIB.

Home | Services
Services > TVI > Application for change in Channel Details

Application for change in channel details

Search:

S. No.	Application Number	Application Date	Application Status	Action
No data available in table				

Showing 0 to 0 of 0 entries

[Start filling new application](#) [Start partial filled application](#)

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c) Applicant can open partial filled save application and fill the application.

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Home | Services
Services > TVI > **Application for change in Channel Details**

Application for change in channel details

Search:

S. No.	Application Number	Application Date	Application Status	Action
No data available in table				

Showing 0 to 0 of 0 entries

[Start filing new application](#) [Start partial filled application](#)

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3. On clicking on- “Start filing new application” Button, user receives the application form to apply for change in channel details :

Home | Services

Channel Details | Change Details | Fee

Channel details to be changed

1. Name *
---Select Option---

2. Select the details to be changed *
 1. Channel Name 3. Satellite 5. Transmission
 2. Logo 4. Teleport 6. Language

3. Any dues towards M/o Information and Broadcasting? *
 Yes No

(* marked fields are MANDATORY to fill)

[Save & Next](#)

- At the end of each tab there is an option for – ‘Save and Next’. The save and next Button provides facility to save application form’s data and move further into the application.
- User can save and then continue filling application at a later date or time.
- Once the application form displays, there will be three tab. Change Details tab’s screen will not display any field unless and until user selects which channel detail needs to be changed from Channel Details Tab.

4. Sample application form:
Tab 1: Channel Details Tab

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Home | Services

Channel Details | Change Details | Fee

Channel details to be changed

1. Name *

Channel1

2. Select the details to be changed *

1. Channel Name 3. Satellite 5. Transmission
 2. Logo 4. Teleport 6. Language

3. Any dues towards M/o Information and Broadcasting? *

Yes No

(* marked fields are MANDATORY to fill)

Save & Next

Note: 1. User will see all permitted channel into Name Field. Once the user choose the name of channel from Name field, user can select the details to be changed. There can be multiple details belongs to a channel can be sent in one application.

2. The details which is selected by user for change, corresponding will appear in Change Details tab.

Tab 2: Change Details Tab

Note: The screen and fields of this tab will depend on the selection of values, made by user from field No. 2. Select the details to be changed of Channel Details Tab.

1. Channel Name

Current Details	Enter the proposed details
<p>1.1 Current name</p> <p>Channel1</p>	<p>1.1 Enter desired name *</p> <p>1.1 Enter desired name</p> <p>1.2 Is there any change in current SHP & BOD *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p>1.3 Affidavit Attachment</p> <p>Download Proforma Download PDF</p> <p>Choose File No File Uploaded</p> <p>Affidavit Attachment*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p> <p>Note: Please download proforma of affidavit. Please notarized it. After notarizing, sign it, upload scanned copy, and send it through speed Post.</p>

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Note: Under Current Details, User can find current name of selected channel. User can enter the desired name of channel in Enter the proposed details section.

2. Logo

Current Details	Enter the proposed details
<p>2.1 Current Description of Logo</p> <p>Channel 1 Logo</p>	<p>2.1 Whether the proposed logo has been registered with a trademark registry of India? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2.2 Permitted Logo *</p> <p>Permitted Logo</p> <p>Downlink Permission Letter.pdf</p>	<p>2.2 Trade Mark Holder *</p> <p>Choose File No File Uploaded</p> <p>Trade Mark Holder*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p>
	<p>2.3 Upload Trademark certificate/Copy of Trademark application *</p> <p>Choose File No File Uploaded</p> <p>Upload Trademark certificate/Copy of Trademark application*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p>
	<p>2.4 Upload Proposed Logo of the Channel *</p> <p>Choose File No File Uploaded</p> <p>Upload Proposed Logo of the Channel*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p>
	<p>2.5 Trademark Registration/Application for Registration of proposed logo *</p> <p>Choose File No File Uploaded</p> <p>Trademark Registration / Application for Registration*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p>

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3. Satellite

Current Details	Enter the proposed details
<p>3.1 Name of the Satellite</p> <input type="text" value="3.1 Name of the Satellite"/>	<p>3.1 Whether the Satellite is Indian? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>
<p>3.2 Orbital Location</p> <input type="text" value="123"/>	<p>3.2 Orbital Location *</p> <input type="text" value="Degree"/>
<p>3.3 Current name of company from which Satellites/transponder(s) to be leased</p> <input type="text" value="ZXC"/>	<p>3.3 Name of company from which Satellites/transponder(s) to be leased *</p> <input type="text" value="3.3 Name of company from which Satellites/transponder(s) to be leased"/>
<p>3.4 Uplink frequency</p> <input type="text" value="MHz"/>	<p>3.4 Uplinking Frequency(5850Mhz to 6425Mhz) *</p> <input type="text" value="MHz"/>
<p>3.5 Downlink frequency</p> <input type="text" value="3700"/>	<p>3.5 Downlink Frequency(3600Mhz to 4200Mhz)*</p> <input type="text" value="MHz"/>
	<p>3.6 Upload satellite lease agreement *</p> <p>Choose File No File Uploaded</p> <p>Satellite lease agreement*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p>
	<p>3.7 Upload satellite foot print of the satellite proposed to be hired *</p> <p>Choose File No File Uploaded</p> <p>Satellite foot print*</p> <p>(Max Size:40 MB Allowed Type:pdf Max Files:1)</p>

4. Teleport

Current Details	Enter the proposed details
<p>4.1 Name of Teleport service provider</p> <input type="text" value=""/>	<p>4.1 Name of Teleport service provider *</p> <input type="text" value="---Select Option---"/>
<p>4.2 STV number of the teleport</p> <input type="text" value=""/>	<p>4.2 STV number of the teleport</p> <input type="text" value="---Select Option---"/>
<p>4.3 Validity of Agreement</p> <p>From Date</p> <input type="text" value="From Date"/>	<p>4.3 Validity of Agreement</p> <p>From Date</p> <input type="text" value="From Date"/>
<p>To Date</p> <input type="text" value="To Date"/>	<p>To Date</p> <input type="text" value="To Date"/>

Broadcast Seva

4.4 Location of the teleport

4.4 Location of the teleport

4.4 Location of the teleport *

4.4 Location of the teleport

4.5 Upload teleport lease agreement *

[Choose File](#) No File Uploaded

Agreement with the teleport service provider*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

5. Transmission

Current Details

5.1. Current transmission mode

HD

Enter the proposed details

5.1. Select the new transmission mode *

HD SD 4K

6. Language

Current Details

6.1. Current language

Hindi

Enter the proposed details

6.1. Select the desired language *

- | | | | | |
|----------------------------------|-----------------------------------|--|-----------------------------------|------------------------------------|
| <input type="checkbox"/> English | <input type="checkbox"/> Hindi | <input type="checkbox"/> Tamil | <input type="checkbox"/> Assamese | <input type="checkbox"/> Dogri |
| <input type="checkbox"/> Konkani | <input type="checkbox"/> Manipuri | <input type="checkbox"/> Oriya | <input type="checkbox"/> Santhali | <input type="checkbox"/> Telugu |
| <input type="checkbox"/> Bengali | <input type="checkbox"/> Kannada | <input type="checkbox"/> Maithili | <input type="checkbox"/> Punjabi | <input type="checkbox"/> Sindhi |
| <input type="checkbox"/> Urdu | <input type="checkbox"/> Bodo | <input type="checkbox"/> Gujarati | <input type="checkbox"/> Kashmiri | <input type="checkbox"/> Malayalam |
| <input type="checkbox"/> Nepali | <input type="checkbox"/> Sanskrit | <input type="checkbox"/> All Indian Scheduled language | | |

6.2 Language Affidavit *

[Choose File](#) No File Uploaded

Language Affidavit*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

(* marked fields are MANDATORY to fill)

Previous

Save & Next

User will click on save and Next Button to save the application and move further into application.

Broadcast Seva

User can also go back into application by pressing the button "Previous". However, before move to Go BACK, it is necessary to save application first, by press the button "Save and Next", otherwise the filled information of selected tab will lose.

Tab 3: Fee

Channel Details	Change Details	Fee	
-----------------	----------------	------------	--

Processing fee Details

• Please fill the following details regarding application fee

Payment Purpose ?
Processing fee for various changes in permitted TV channels

Payment Date ?
22-09-2021 13:12:01

Payment Amount ?
1

Application No ?
34974

Transaction Ref No ?
11234566

[Proceed to Pay](#)

[Enter Manually](#)

Payment Status ?
SUCCESS

[Refresh Payment Status](#) | [Download Details](#)

(* marked fields are MANDATORY to fill)

[Preview](#) [Previous](#) [Submit](#) [Save as Draft](#)

User fills the amount in Payment amount field and click on Proceed to Pay link.

Note: User can download details of payment.

By click on Preview Button, User can see Print Preview of Application form and take print for the same.

Once user submits the application, an acknowledgement will receive:



[Home](#) | [Services](#)



Your request has been submitted successfully. Request id generated against your request is 107361, and E-application is 2021-22/TVI/ChangeChannelDetail/0000107361

OK

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Note: User can take print out for the acknowledgement by pressing CTRL+P .