## Table of Contents

Table of Contents .................................................................................................................................................. 2  
1.1 Introduction .................................................................................................................................................... 3  
1.2 Login Single Desk Portal ............................................................................................................................... 3  
1.3 Fill Consumer Service Request Registration form ......................................................................................... 5  
1.4 Online payment of Minimum Fee ................................................................................................................... 6  
1.5 Track application in SDP ................................................................................................................................ 7
1.1 Introduction

Amendments to SPDCL flow to include a provision for additional of the load or Deration for the load.

1.2 Login Single Desk Portal

**Link**: [https://www.apindustries.gov.in/APIndus/Default.aspx](https://www.apindustries.gov.in/APIndus/Default.aspx)

**Path**: AP industries Portal → Investor Services - > Single desk portal – Entrepreneur Login

- Entrepreneur needs to login using SDP user ID and Password.
- Incase User doesn’t have account/Login in SDP portal, kindly register Single desk Portal(SDP)

A. Login (as shown in Pic – 1)
B. Click on **PROCEED**, to add basic details of the industry (as shown in Pic-2)

![Entrepreneur Dashboard](image1)

*Pic - 2*

C. Click on **Other Services** (as shown in Pic – 3)

![Services Menu](image2)

*Pic - 3*
D. **Click Here to fill new application form** (as shown in Pic – 4)

**Pic - 4**

1.3 **Fill Consumer Service Request Registration form**

1. Select Category type, Service type
2. Enter Service Connection Number and click on **Get Details**

(as shown in Pic-5)

**Pic - 5**
3. Consumer details will be auto-populated
4. Fill LT additional Load Details and click on Submit Details (as shown in Pic – 6)

1.4 Online payment of Minimum Fee

For LT load, the minimum payment of 50rs/- for both Additional Load and Deration of Load is request towards application fee
For HT load, the minimum payment of 500rs/- for both Additional Load and Deration of Load is request towards application fee
Page is re-directed to SPDCL for payment

1.5 Track application in SDP

Once the payment is successfully completed, application ID is generated for tracking purpose.
Application status is changed to “Sent to SE for change of Load” Superintending Engineer inspect the details and do the needful.