

## Advisory for Simplified Registration at ICEGATE

Presently, IEC Registration is allowed on ICEGATE website, with Digital Signature and requires approval. Such registered IEC holders can file documents on ICEGATE. To attract importers and exporters for Registration on ICEGATE and to provide them various information services including reports, a need is felt to provide a Simplified Auto Registration on ICEGATE. This Simplified Auto Registration is based on IEC and GSTIN, requires OTP verifications of e-mail and mobile number.

The simplified Registration Module in ICEGATE is designed to register at the ICEGATE without the need to upload the Digital Signature Certificate (DSC), PAN verification, document upload to ICEGATE and approval procedure.

Note: IEC holders registered under Simplified Auto Registration category are not permitted to file Customs documents.

The different cases of simplified Registration Process are explained below with a demo:

### Case 1:

1. To Sign Up as new user, click the Simplified Registration link.

The screenshot displays the ICEGATE website interface. At the top, a navigation bar includes links for Home, About Us, Services, Downloads, Guidelines, Useful Links, Single Window, and Contact Us. A status bar at the top right indicates the last update on May 3, 2019. The main banner features a silhouette of a person running, with the text "50000 DOCUMENTS FILED ON A DAY IN THE ICEGATE". Below the banner, a section titled "International Award" contains a red box with the text "Click the Simplified Registration link". To the right, a "SERVICES" sidebar lists options: PUBLIC ENQUIRIES, Login/Sign Up, Simplified Registration, Login as Admin, and Digital Signature. A central section displays "INDIA EASE OF DOING BUSINESS" rankings for 2017 (Rank 130) and 2019 (Rank 77), along with buttons for "Custom Broker" and "Exporters and Importers".

2. The following page opens:

The Registrant needs to provide his/her IEC, GSTIN and temporary password sent from ICEGATE on this page.

The screenshot displays the ICEGATE e-commerce portal. The header features the ICEGATE logo and the text "e COMMERCE Portal Central Board of Excise and Customs". A navigation bar includes links for Home, About Us, Services, Downloads, Guidelines, Useful Links, Single Window, and Contact Us. A banner at the top right states: "Attention: ICEGATE common enquiry services are available at Home > Public Enquiries. Last Updated: Apr 30, 2019".

The main content area is titled "Auto IEC Registration" and includes the instruction: "If you have already Mobile and Email OTP's, Please [Click here](#)." Below this is a registration form with the following fields:

Enter IEC	<input type="text"/>
Enter GSTIN	<input type="text"/>
Enter Password	<input type="text"/>
Captcha	<input type="text"/>

The Captcha field displays the text "B 1w4p4". A "Submit" button is located at the bottom of the form.

On the left side, there is a "Related Links" section with the following links:

- [www.cbec.gov.in](#)
- [www.aces.gov.in](#)
- [www.nacen.gov.in](#)
- [www.ltu.gov.in](#)
- [www.finmin.nic.in](#)
- [www.ices.nic.in/ices](#)
- [www.indiantradeportal.in](#)

The footer contains the Government of India logo, the text "Ministry of Finance Department of Revenue", and several award logos including "The e-Governance Award", "SCOCH Digital Inclusion Award 2011", and "National e-governance Award for 2010-11". It also includes a copyright notice: "Copyright © 2011 All rights reserved. Directorate of Systems, Customs and Central Excise New Delhi." and a note: "Best Viewed at 1024 x 768 Resolution | Internet Explorer 8.0-Later Versions".

3. After Step 2, the registrant needs to enter an ICEGATE ID and password of his/her choice. Email ID and mobile number will be auto populated. The ICEGATE ID should be unique and follow the nomenclature of ICEGATE ID provided in this page. The password should be complex and should contains number, special character and different cases.

  
e COMMERCE Portal Central Board of Excise and Customs

Latest: [ices are available at Home > Public Enquiries. For details click here.](#) \*eSANCHIT :- For the Step-by-Step Procedure Guide for Electronic Doc Last Updated : Apr 30, 2019

[Home](#) | [About Us](#) | [Services](#) | [Downloads](#) | [Guidelines](#) | [Useful Links](#) | [Single Window](#) | [Contact Us](#)

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- [-www.ices.nic.in/lces](#)
- [-www.indiantradeportal.in](#)

Home > Auto IEC Registration Without DSC

### Auto IEC Registration

Enter Your ICEGATE ID

Email ID

Mobile Number

Enter New Password

Confirm Password

Submit

\*ICEGATE Id should not contain any blank spaces.

\*ICEGATE Id should not contain special characters except "-" and "\_".

\*ICEGATE Id should not exceed 25 characters.

\*ICEGATE Id may be alpha-numeric characters.

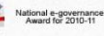
\* E-mail id should not exceed 50 characters.

\* The password should be complex and should contain number, special character and different cases..

**Government of India**  
Ministry of Finance Department of Revenue

**The e-governance Award**  
South Asia 2011

**KCCI Digital Inclusion**  
Awards 2011

**National e-governance Award**  
for 2010-11

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4. In case if the detail provided do not match with required data at ICEGATE. Error message will be displayed on this page.

  
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Latest:

\*Attention: ICEGATE common enquiry

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[-www.ices.nic.in/lces](#)  
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Home > Auto IEC Registration Without DSC

**Auto IEC Registration**

Enter Your ICEGATE ID	TESTING123
Email ID	ghanshyam@proc.com
Mobile Number	9587854
Enter New Password	*****
Confirm Password	*****
<input type="button" value="Submit"/>	

 This ICEGATE ID already exists in system. Please try with another ICEGATE ID.

\*ICEGATE Id should not contain any blank spaces.

\*ICEGATE Id should not contain special characters except "-" and "\_".

\*ICEGATE Id should not exceed 25 characters.

\*ICEGATE Id may be alpha-numeric characters.

\* E-mail id should not exceed 50 characters.

\* The password should be complex and should contain number, special character and different cases..

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5. If the entered values are validated successfully. The registrant will be redirected to OTP authentication page. Two different OTPs on mobile and email mentioned in previous page are sent.

The screenshot shows the ICEGATE e-COMMERCE Portal. The header includes the logo and navigation links. The main content area is titled "Auto IEC Registration" and shows a successful OTP verification message: "Your OTP sent successfully on your registered mobile number and email id." The footer contains government logos and award information.

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Latest: \*Attention: ICEGATE common enquiry services are Last Updated : Apr 30, 2019

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-www.ices.nic.in/lces  
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Home > Auto IEC Registration Without DSC

Auto IEC Registration

Enter Mobile OTP  
Enter Email OTP  
Submit

✓ Your OTP sent successfully on your registered mobile number and email id.

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The e-governance Award  
South Asia 2011

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6. If any of the OTP is invalid, then error message will be displayed.

The screenshot shows the ICEGATE e-COMMERCE Portal. The header includes the logo and navigation links. The main content area is titled "Auto IEC Registration" and shows an error message: "Entered mobile OTP is not correct. Please try again with correct OTP." The footer contains government logos and award information.

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Latest: \*Attention: ICEGATE common enquiry services are available at Ho Last Updated : Apr 30, 2019

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-www.ices.nic.in/lces  
-www.indiantradeportal.in

Home > Auto IEC Registration Without DSC

Auto IEC Registration

Enter Mobile OTP 454545  
Enter Email OTP 444676  
Submit

✗ Entered mobile OTP is not correct. Please try again with correct OTP.

Government of India  
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The e-governance Award  
South Asia 2011

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7. If the OTP is verified successfully. Below page will be displayed.

The screenshot displays the ICEGATE portal interface. At the top, the header features the 'ice::gate' logo and the text 'e COMMERCE Portal Central Board of Excise and Customs'. A navigation bar includes links for Home, About Us, Services, Downloads, Guidelines, Useful Links, Single Window, and Contact Us. A 'Latest:' section on the left lists related links such as www.cbec.gov.in, www.aces.gov.in, www.nacen.gov.in, www.ltu.gov.in, www.finmin.nic.in, www.ices.nic.in/lces, and www.indiantradeportal.in. The main content area shows the path 'Home > Auto IEC Registration Without DSC' followed by the heading 'Auto IEC Registration'. A green checkmark icon and the text 'OTP verified successfully.' are displayed, along with a red 'Finish' button. A link is provided for users who want to change their email ID and mobile number. The footer contains the Government of India logo, Ministry of Finance Department of Revenue, and various award logos including 'The e-governance Award South Asia 2011' and 'National e-governance Award for 2010-11'. Copyright information and technical details are also present at the bottom.

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- www.nacen.gov.in
- www.ltu.gov.in
- www.finmin.nic.in
- www.ices.nic.in/lces
- www.indiantradeportal.in

Home > Auto IEC Registration Without DSC

### Auto IEC Registration

✓ OTP verified successfully.

**Finish**

If you want to change your email id and mobile number, Please [Click here](#)

Government of India  
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SOCH  
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8. On this page, registrant can either finish the process or proceed to change his mobile number and email ID associated with his/her IEC and GSTIN for the selected ICEGATE ID:

**Case 1.1:** If the user wants to finish the process and do not want to change the email ID and mobile number.

In this case user clicks on the Finish button.

The screenshot shows the ICEGATE portal interface. At the top, there is a header with the ICEGATE logo and the text "e COMMERCE Portal Central Board of Excise and Customs". Below the header is a navigation menu with links: Home, About Us, Services, Downloads, Guidelines, Useful Links, Single Window, and Contact Us. A sidebar on the left contains "Related Links" with a list of URLs: -www.cbec.gov.in, -www.aces.gov.in, -www.nacen.gov.in, -www.ltu.gov.in, -www.finmin.nic.in, -www.ices.nic.in/lces, and -www.indiantradeportal.in. The main content area displays the "Auto IEC Registration" page. It shows a success message "OTP verified successfully." with a green checkmark icon. Below this is a red "Finish" button. A link "Click here" is provided for users who want to change their email ID and mobile number. The footer contains the Government of India logo, Ministry of Finance Department of Revenue, and various awards including "The e-governance Award" and "National e-governance Award for 2010-11".

The message is displayed confirming “Are you sure you want to finish the auto IEC Registration Process.”

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e COMMERCE Portal Central Board

Are you sure finish the auto iec registration process.

OK Cancel

Latest: UNDER MAINTENANCE / RENOVATION, WILL BE REVIVED SHORTLY. \*Attention: All Air Cargo Custodians: A new field 'Segregation Time' is I Last Updated: Apr 30, 2019

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- [www.ices.nic.in/lces](http://www.ices.nic.in/lces)
- [www.indiantradeportal.in](http://www.indiantradeportal.in)

Home > Auto IEC Registration Without DSC

### Auto IEC Registration

✔ OTP verified successfully.

Finish

If you want to change your email id and mobile number, Please [Click here](#)

Government of India  
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The e-governance Award  
South Asia 2011

2004  
Digital  
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On Clicking OK, successful message will be displayed.



The screenshot displays the ICEGATE e-commerce portal. The header features the ICEGATE logo and the text "e COMMERCE Portal Central Board of Excise and Customs". A navigation bar includes links for Home, About Us, Services, Downloads, Guidelines, Useful Links, Single Window, and Contact Us. The main content area shows a success message: "OTP verify successfully. Your icegate id and password generated successfully and please login with your credentials. Your ICEGATE ID is ANKITGOEL". The footer contains the Government of India logo, Ministry of Finance Department of Revenue, and various award logos including The eSantosh Award and National e-governance Award for 2010-11.

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Latest: \*Attention: ICEGATE common enquiry services are Last Updated : Apr 16, 2019

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- www.finmin.nic.in
- www.ices.nic.in/ices
- www.indiantradeportal.in

Home > Auto IEC Registration Without DSC

### Auto IEC Registration

OTP verify successfully. Your icegate id and password generated successfully and please login with your credentials. Your ICEGATE ID is ANKITGOEL

Government of India  
Ministry of Finance Department of Revenue

The eSantosh Award  
South Asia 2011

SCCH  
Digital  
INCLUSION  
Award 2011

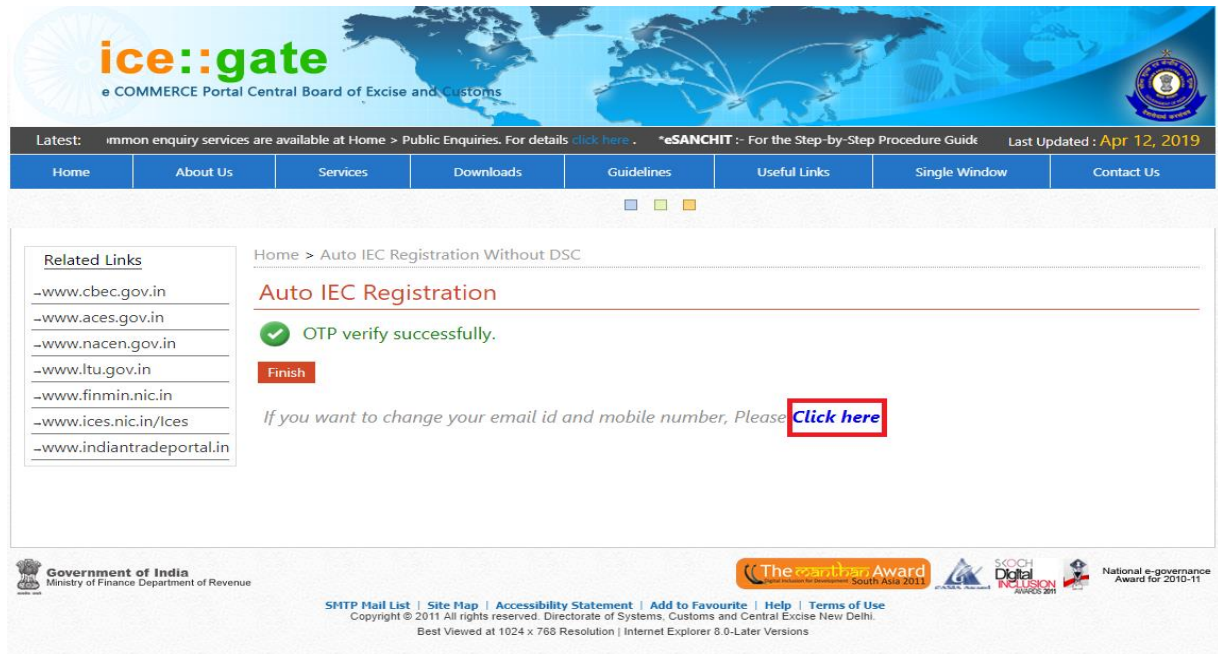
National e-governance  
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The simplified Registration Process is finished. Please login with the ICEGATE ID generated.

## Case 1.2:

If the user does not want to finish the process and want to change the email ID and mobile number so that new email ID and mobile number could be used for communication for his newly created ICEGATE ID. User will click on the Click here link.



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Latest: Common enquiry services are available at Home > Public Enquiries. For details [click here](#). \*eSANCHIT :- For the Step-by-Step Procedure Guide Last Updated : Apr 12, 2019

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- www.ices.nic.in/lces
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Home > Auto IEC Registration Without DSC

### Auto IEC Registration

✓ OTP verify successfully.

[Finish](#)

If you want to change your email id and mobile number, Please [Click here](#)

Government of India  
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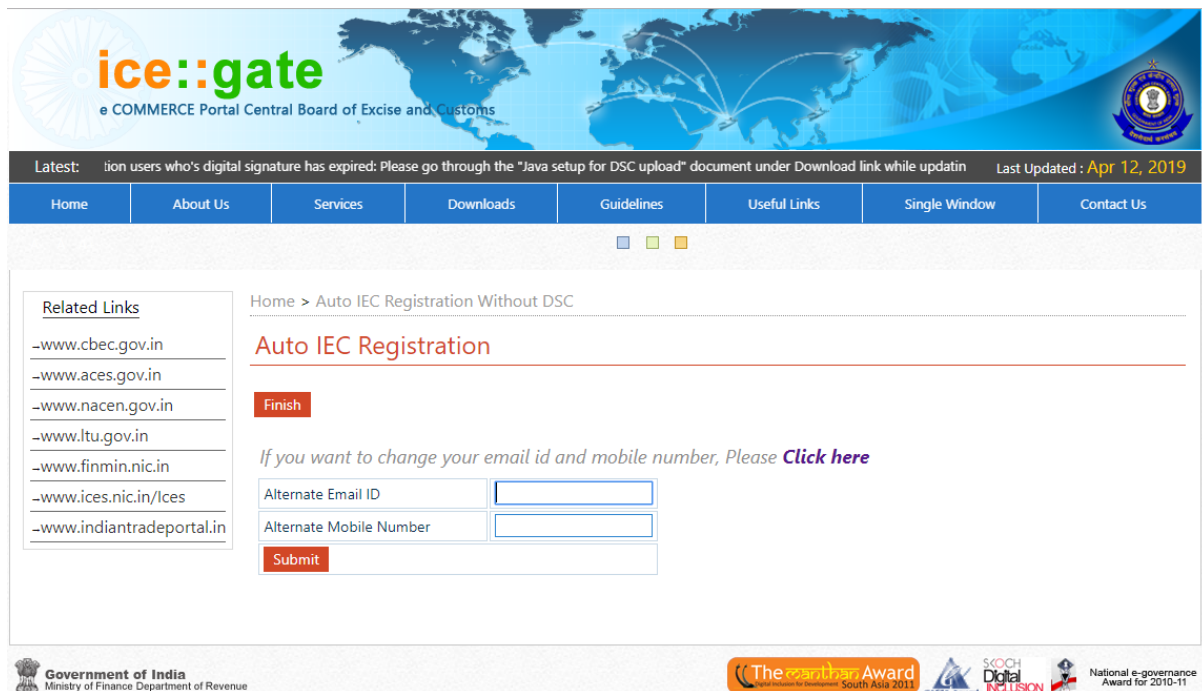
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After clicking on the “Click here” link, textbox to enter new email ID and mobile number will be displayed.



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Latest: Users whose digital signature has expired: Please go through the "Java setup for DSC upload" document under Download link while updating Last Updated : Apr 12, 2019

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- www.nacen.gov.in
- www.ltu.gov.in
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- www.ices.nic.in/lces
- www.indiantradeportal.in

Home > Auto IEC Registration Without DSC

### Auto IEC Registration

[Finish](#)

If you want to change your email id and mobile number, Please [Click here](#)

Alternate Email ID

Alternate Mobile Number

[Submit](#)

Government of India  
Ministry of Finance Department of Revenue

The eSANCHIT Award  
South Asia 2011

SCoCH Digital INCLUSION Awardee 2011

National e-governance Award for 2010-11

The user enters Alternate Email ID and Alternate Mobile Number. Both the fields are mandatory.

The screenshot shows the ICEGATE website header with the logo and navigation menu. The main content area displays the 'Auto IEC Registration' page with a success message: 'OTP verify successfully.' and a 'Finish' button. Below this, there is a link to change email and mobile number, and a form with fields for 'Alternate Email ID' (testing@test.com) and 'Alternate Mobile Number' (9876547), with a 'Submit' button. The footer includes government logos, awards, and copyright information.

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Latest: \*Attention: ICEGATE common enquiry services are available at Home > Public Enquiries. For details [click here](#). Last Updated : Apr 30, 2019

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- www.ices.nic.in/lces
- www.indiantradeportal.in

Home > Auto IEC Registration Without DSC

### Auto IEC Registration

✓ OTP verify successfully.

Finish

If you want to change your email id and mobile number, Please [Click here](#)

Alternate Email ID

Alternate Mobile Number

Submit

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After submitting the above page, the OTP is sent on the registered e-mail and the mobile number.

This screenshot shows the same ICEGATE website, but the form now asks for 'Enter Alternate Mobile OTP' and 'Enter Alternate Email OTP'. A success message states: 'OTP sent successfully on your alternate mobile number and email id.' with a green checkmark. The rest of the page layout, including the header, navigation, footer, and related links, remains identical to the previous screenshot.

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Latest: \*Attention: ICEGATE common enquiry service: Last Updated : Apr 30, 2019

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- www.ltu.gov.in
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- www.ices.nic.in/lces
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Home > Auto IEC Registration Without DSC

### Auto IEC Registration

Enter Alternate Mobile OTP

Enter Alternate Email OTP

Submit

✓ OTP sent successfully on your alternate mobile number and email id.

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Both Alternate Mobile OTP and Email OTP are mandatory. If any of the OTP is invalid, then appropriate message will be displayed.

The screenshot shows the ICEGATE portal header with the logo and navigation menu. The main content area is titled "Auto IEC Registration Without DSC". It contains a form with two input fields: "Enter Alternate Mobile OTP" with the value "787878" and "Enter Alternate Email OTP" with the value "454545". A red "Submit" button is below the fields. A red error message with an "X" icon states: "Entered mobile OTP is not correct. Please try again with correct OTP." The left sidebar lists "Related Links" including various government portals. The footer includes the Government of India logo, award logos, and copyright information.

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Latest: \*Attention: ICEGATE common enquiry services are avail Last Updated : Apr 30, 2019

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Home > Auto IEC Registration Without DSC

### Auto IEC Registration

Enter Alternate Mobile OTP 787878

Enter Alternate Email OTP 454545

Submit

Entered mobile OTP is not correct. Please try again with correct OTP.

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SKOCH Digital INCLUSION Awardee 2011

National e-governance Award for 2010-11

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Successful message will be displayed if all the OTPs are validated successfully. The simplified registration process is complete and registrant may login into ICEGATE with his/her newly created ICEGATE ID.

This screenshot shows the same ICEGATE portal after successful registration. The error message is replaced by a green success message: "OTP verified successfully. Your ICEGATE ID and password generated successfully. Please login with your credentials. Your ICEGATE ID is YAHDD123". The rest of the page layout, including the header, navigation menu, related links, and footer, remains identical to the previous screenshot.

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Latest: \*Attention: ICEGATE common enquiry services are avail Last Updated : Apr 30, 2019

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- www.ices.nic.in/lces
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Home > Auto IEC Registration Without DSC

### Auto IEC Registration

OTP verified successfully. Your ICEGATE ID and password generated successfully. Please login with your credentials. Your ICEGATE ID is YAHDD123

Government of India  
Ministry of Finance Department of Revenue

The e-Governance Award South Asia 2011

SKOCH Digital INCLUSION Awardee 2011

National e-governance Award for 2010-11

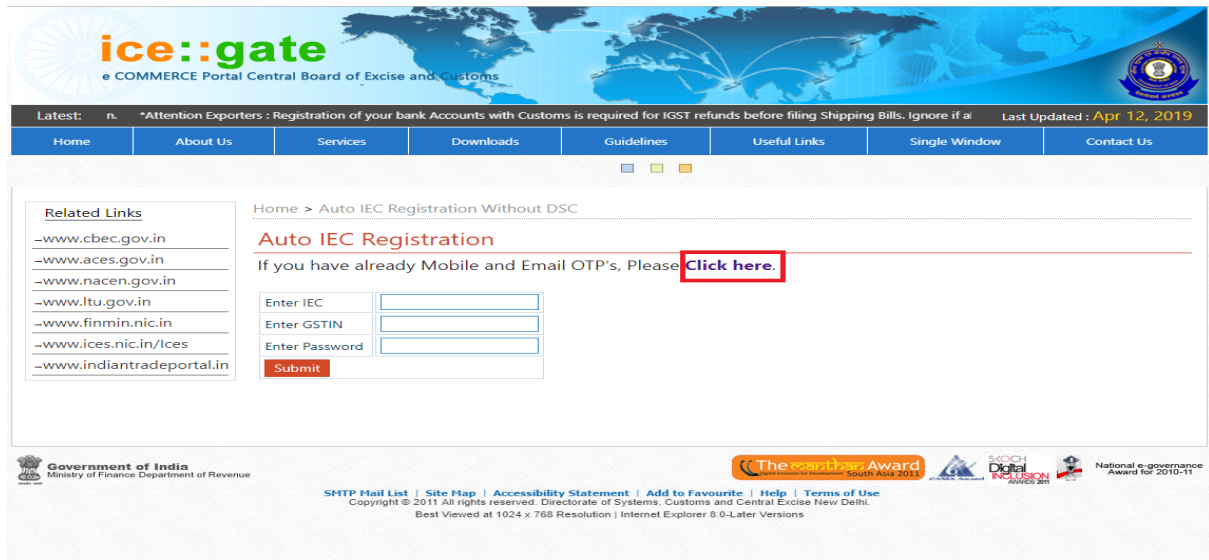
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## Case 2:

When the user has already received the Mobile OTP and Email OTP but was not able to verify these either due to the session timeout or due to any other issue and needs to process the data again.

1. In this case the user will click on the link 'If you already have Mobile and Email OTP's, please "Click Here".'



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Latest: n. \*Attention Exporters : Registration of your bank Accounts with Customs is required for IGST refunds before filing Shipping Bills. Ignore if al Last Updated : Apr 12, 2019

Home About Us Services Downloads Guidelines Useful Links Single Window Contact Us

Home > Auto IEC Registration Without DSC

**Auto IEC Registration**

If you have already Mobile and Email OTP's, Please [Click here.](#)

Enter IEC   
Enter GSTIN   
Enter Password

**Related Links**  
-www.cbec.gov.in  
-www.aces.gov.in  
-www.nacen.gov.in  
-www.ltu.gov.in  
-www.finmin.nic.in  
-www.ices.nic.in/ices  
-www.indiantradeportal.in

Government of India  
Ministry of Finance Department of Revenue

**The eSarthak Award**  
2010-11

SCOPH  
Digital  
INCLUSION  
AWARDS 2011

National e-governance  
Award for 2010-11

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2. The following page opens on clicking the link

ice::gate  
e COMMERCE Portal Central Board of Excise and Customs

Latest: \*Attention: ICEGATE common Last Updated : Apr 30, 2019

Home About Us Services Downloads Guidelines Useful Links Single Window Contact Us

Home > Auto IEC Registration Without DSC

**Auto IEC Registration**

Related Links

- www.cbec.gov.in
- www.aces.gov.in
- www.nacen.gov.in
- www.ltu.gov.in
- www.finmin.nic.in
- www.ices.nic.in/lces
- www.indiantradeportal.in

IEC Number

GSTIN Number

Mobile OTP

Email OTP

**Submit**

Government of India  
Ministry of Finance Department of Revenue

The e-governance Award South Asia 2011

SCOD Digital INCLUSION Awardee 2011

National e-governance Award for 2010-11

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3. Now the IEC Number, GSTIN Number, Mobile OTP and Email OTP are entered and the Submit button is clicked.

ice::gate  
e COMMERCE Portal Central Board of Excise and Customs

Latest: A new field 'Segregation Time' is being added to the Segregation Report from 25th July 2017. You are requested to make the changes accordi Last Updated : Apr 30, 2019

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IEC Number

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Mobile OTP

Email OTP

**Submit**

Government of India  
Ministry of Finance Department of Revenue

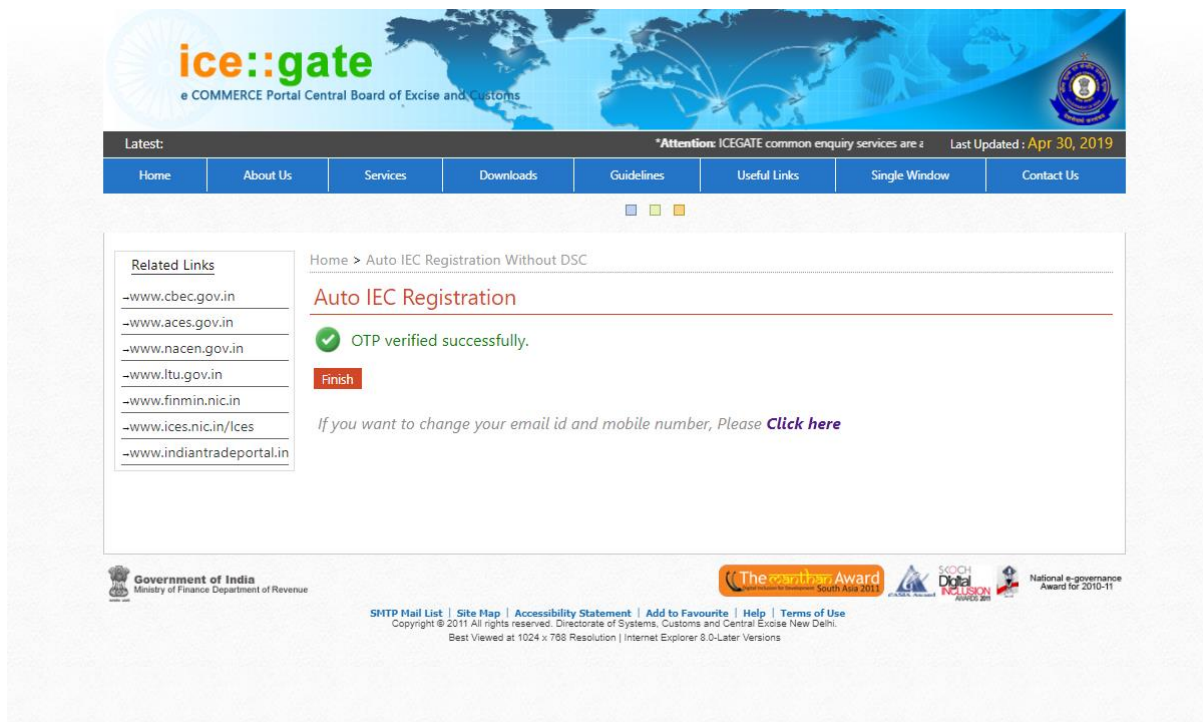
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4. On submission the following page is displayed:



5. Now the user can either Finish as explained above in **CASE 1.1** or the user can change the email id and mobile number by clicking on the link as explained in the **CASE 1.2** above.
6. Now if the user wants to change the email ID and mobile number and due to some issue user is not able to enter the mobile OTP and email OTP during the process and wants the data to be processed again user can follow the similar process as explained in **CASE 2.**
7. Please note that the mobile and email OTP expire after 2 hrs. of generation. If the user is not able to verify the mobile and email OTP within 2 hrs. of their generation the user needs to start fresh as explained in **CASE 1.**