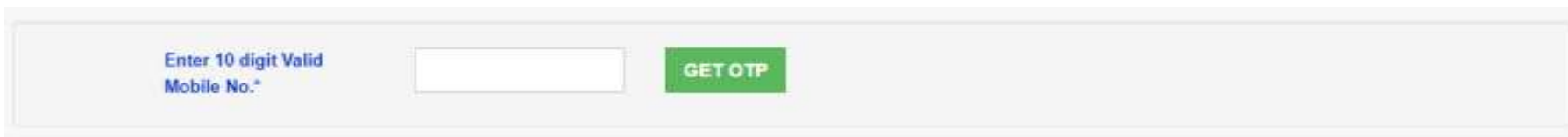


## **How to Apply for Non-Subsidised Ration Card or Conversion to Non-Subsidised Ration Card (FORM – X)**

1. Applicant shall visit the website <https://wbpds.gov.in> or <https://wbpds.wb.gov.in>
2. In the home page, applicant shall have to click the link “Application Form for Non-Subsidised Ration Card or Conversion to Non-Subsidised Ration Card (Form-X)”
3. Applicant should enter his 10 digit valid mobile number and click on “GET OTP” button to get the OTP.



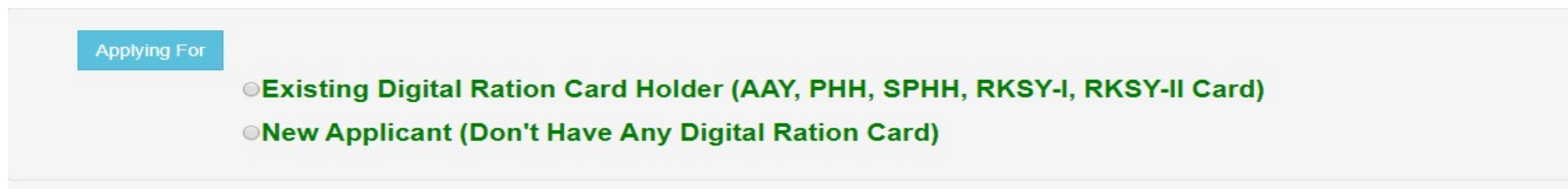
A screenshot of a web form for entering a mobile number. On the left, there is a label "Enter 10 digit Valid Mobile No.\*" in blue. To its right is a white text input field. Further right is a green button with the text "GET OTP" in white.

4. Applicant shall enter the OTP sent to the provided mobile number, and click on “VALIDATE” button to validate mobile number.



A screenshot of a web form for OTP verification. At the top, a pink banner contains the text "OTP is sent to your provided Mobile NO." in red. Below this, on the left, is the label "Enter 10 digit Valid Mobile No.\*" in blue. Next to it is a grey input field containing "9999999999". To the right of this field is a green button labeled "RESEND" and a blue label "Enter OTP". Further right is another white text input field. At the far right is a green button labeled "VALIDATE".

5. Once the mobile number is verified, applicant needs to select any one option available on the screen.



A screenshot of a web form for selecting an application type. On the left, there is a blue button labeled "Applying For". To its right, there are two radio button options in green text: "Existing Digital Ration Card Holder (AAY, PHH, SPHH, RKSU-I, RKSU-II Card)" and "New Applicant (Don't Have Any Digital Ration Card)".

### A. Steps For Existing Digital Ration Card Holder:-

- Applicant who wants to convert existing digital card to Non-Subsidised Digital Ration Card should choose the option **Existing Digital Ration Card Holder (AAY, PHH, SPHH, RKSU-I, RKSU-II Card)** in the screen.
- Applicant should select his District, Block/Municipality, Gram Panchayet/Ward, Pin Code, Post Office, Police Station, Flat/Premises No., Street/lane No., Ration Card No., Category and click on “DISPLAY” button to view the details.

Application for conversion of existing Digital Ration Card to Non-Subsidised Digital Ration Card

District :	JALPAIGURI	Block/Municipality :	Jalpaiguri
Gram Panchayet / Ward :	MONDALGHAT	Village :	MANDALGHAT
PIN Code*	713104	Police Station: *	BHAKTINAGAR
Post Office: *	Joteram BO	Email Id:	you@gmail.com
Ration Card No.:	01741558748	Category: *	RKSU-II

DISPLAY

- Family Members details of the applicant will be displayed in the screen.

PLEASE SELECT CARD NO(S) FOR CONVERSION TO NON-SUBSIDIZED DIGITAL RATION CARD

<input type="checkbox"/>	Ration Card No.	Category	Name	Father's Name	HoF Name	Age	Gender
<input type="checkbox"/>	0010112650	SPHH	xyz	xyz	xyz	9	FEMALE

VIEW SELECTED LIST

- Applicant may select all card numbers or partially select the card numbers for Conversion to Non-Subsidised Digital Ration Card and then click on “VIEW SLECTED LIST” button

VIEW SELECTED LIST

Sl.No.	Ration Card No.	Category	Name	Father's Name	Head of Family Name	Gender	Date Of Birth *	EPIC No. (Voter Card)	Aadhaar No.	PAN No.	Mobile No.
1	0010112650	SPHH	xyz	xyz	xyz	FEMALE	10/09/2019	<input type="checkbox"/> No EPIC <input type="checkbox"/> Put EPIC No	Put AADHAAR	Put PAN No.	Mobile No.

SAVE & VIEW

- Applicant then Enter Date Of Birth, EPIC No. (if available otherwise choose “No EPIC” button), AADHAR No. (if available), PAN No. (if available) of the selected card number one by one and then click on “SAVE & VIEW” button.
- Verify all the details entered correctly and check the declaration form and do the summation and click on “SUBMIT” button. ‘Application

Submitted Successfully' message will be displayed along with generated Application No. for further use.

Application for conversion of existing Digital Ration Card to Non-Subsidised Digital Ration Card

District Name: DAKSHIN DINAJPUR Block/Municipality Name: Balurghat (M)

Ward NO.: 0012 House No.: Street Name:

Police Station: GANGARAMPUR Post office: Joteram BO PIN Code: 713104

Ration Card No.	RC Category	Name	Father Name	HOF	Gender	Date Of Birth	EPIC No.	Aadhaar Card No.	PAN	Phone No.
0010112000	SPHH	xyz	xyz	xyz	FEMALE	10/09/2019 00:00:00				

I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief.

18 + 8 =  
26

SUBMIT EDIT

Application for Non-Subsidised Ration Card

Application Submitted Successfully, Your Application No is: 8017429999999999, \*Note down For Future Use.

DOWNLOAD APPLICATION

- Applicant can download his/her Application by clicking on "DOWNLOAD APPLICATION" button or by clicking on the download link provided below on the screen using his/her Application No. Filled in Application form that can be downloaded is given in Annexure-I.

**B. Steps for New Applicant (who do not have any Digital Ration Card):-**

- Applicant who does not have digital Ration Card and want to apply for Non-Subsidised Digital Ration Card should choose the option “New Applicant (Don’t Have Any Digital Ration Card)” in the screen.
- Select District, Block/Municipality, Gram Panchayet/Ward, Village, Pin Code, Police Station, Post Office, Old Paper Card Category (if any, then select Category, otherwise No Card), Select Fair Price Shop/Ration Dealer information.

Application for Non-Subsidised Ration Card

District : KOLKATA Block/Municipality : Kolkata (M Corp.)

Gram Panchayet / Ward : 0071

\*Please Note: The Card Will be Delivered to The Given Address

Pin Code: \* 700054

Police Station: \* BEHALA Post Office: \* Kankurgachi SO

Flat/Premises No.: 22/a Street/Lane Name: roaed Land Mark: near school

Old paper card category: \*  IF ANY?  NO CARD

Select (Fair Price Shop / Ration Dealer)

Search Fair Price Shop By: \* Ward Wise

Select Fair Price Shop: \* KAILASH CHAND AGARWAL (134200300023)

- Applicant then enter Personal details, his date of Birth, EPIC No. (if available), Aadhar No. (if available), valid Email Id (if available) and click on “SHOW MEMBER” button.

**Personal Details**

Relation with HoF : \* **HEAD** In case applicant is head of the family, He/She should choose 'HEAD' in relation field.

First Name : \*  Middle Name : \*  Last Name :

Father/Mother/Husband's Name : \*

Gender : \*  Male  Female  Other

Date of Birth : \*

Old Ration Card No.  Aadhaar Card No.:

EPIC No. (Voter Card):  Mobile No.:

PAN No.:  Email Id:

[SHOW MEMBER](#)

- Details will be displayed in a screen.

[SHOW MEMBER](#)

Name	Father/Mother/Husband Name	Relation	Gender	Age	Action
FDHG KR FDHG	DEMO	HEAD	Male		<a href="#" style="background-color: #FFA500; color: black; padding: 2px 5px; text-decoration: none;">Delete</a>

[Add Another Member](#)

[SAVE AND VIEW APPLICATION](#)

- Applicant can add another member by clicking on 'Add Another Member' button and filling all the details of the member and click on "SHOW MEMBER" button to display the member details in the grid.

- Once all the members have been added successfully, Applicant needs to click on “SAVE AND VIEW APPLICATION” button.

Application for Non-Subsidised Ration Card

Application Details

District Name: KOLKATA      Block/Municipality: Kolkata (M Corp.)

Ward NO.: 0071      House No.: 22/A

Street Name: ROAED

Police Station: BEHALA      Post office: Kankurgachi SO

PIN CODE: 700054      Fair Price Shop Name: KAILASH CHAND AGARWAL (134200300023)

Name	Father/Mother/Husban Name	Relation	Gender	Date of birth	EPIC No.	Adhar Card No.
FDHG KR FDHG	DEMO	HEAD	Male	01/07/2009		

I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief.

14 + 3 =  
17

SUBMIT    EDIT

- Verify all the details entered correctly and check the declaration form and do the summation and click on “SUBMIT” button. ‘Application Submitted Successfully’ message will be displayed along with generated Application No. for further use.

- Applicant can download his/her Application by clicking on “DOWNLOAD APPLICATION” button or by clicking on the download link provided below on the interface using his/her Application No. Filled in Application form that can be downloaded is given in Annexure-I.

Application for Non-Subsidised Ration Card

**Application Submitted Successfully, Your Application No Is: 8017429999999999, “Note down For Future Use.**

DOWNLOAD APPLICATION



## Annexure –I

Date of Application 04/11/2019

To,

The Inspector Food & Supplies, Balurghat (M) Block/Municipality

Sir,

I would like to inform you that I/my below noted family member(s) do not have any Digital Ration Card(s) or I/we have Digital Ration Cards, but are not drawing food grains. I am requesting you to issue me/us Non-Subsidised Digital Ration Card(s).

Ward No : 0001 Municipality: Balurghat (M) P.O. : Baikunthapur BO Flat/Premises No.: SDFSFD Applicant MobileNo: 9564277999  
Road/Street/Lane : BURDWAN PinCode: 713104 P.S. : BALURGHAT District: DAKSHIN DINAJPUR email Id: avikwithyou@gmail.com

Name and Code of the Ration Shop : DHIRAJ DEB SINGHA(133100800001)

Application No 8016549564277999

Existing Digital Ration Card no. with Category (If any)	Old Paper Ration Card no. with Category (If any)	Name of the Members of Family	Father's/Mothers/Husband's Name	Gender	EPIC No.	AADHAAR No.	DateOfBirth	PAN No.	MobileNo.
0010*****I***		JL*****I*****	***** S:*****	Male		*****8585	28/10/2019		
0010*****H***		KAJ*****I*****	***** J S/*****	Female		*****8888	28/10/2019		

I do hereby declare and affirm that I don't want to get subsidized Food Grains under Khadya Sathi Scheme of Govt. of West Bengal. Kindly Provide me/us Non-Subsidised Ration Card(s).

Enclosed:

Photocopy of Existing Digital Ration Card(s)

Photocopy of Old Paper ration Card(s).

Photocopy of EPIC

Photocopy of Age Proof

**\*If required, you will be asked to Produce any of the above document(scanned/xerox) for verification through mail/sms. You may submit the same in person or through your authorize representative also to the office of the concerned inspector/rationing officer, food and supplies.**

**✓ I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief.**

\*\*\*\*\*R