

1. Applicant needs to create a login ID in the GO-SWIFT portal (in case of new applicant) or use his/her existing login to fill the application form with supporting documents through the portal.
2. The applicant will then have to pay the requisite fees as applicable and submit their application.
3. On submission of the application, the same will be forwarded to the concerned District Magistrate or the Police Commissionerate.
4. The application receiving authority will request the applicant to provide additional information, if required, through the portal.
5. The applicant will be able to track the status of his/her application through the portal. He/she will also be receiving status updates about their application through SMS/email.
6. If the application is approved, the applicant can download the final license from their account in the portal.