

# **High Court of Bombay at Goa**

## **Introduces Payment of Court Fees through e-Payment**

The High Court of Bombay at Goa is pleased to introduce **Online Payment of Court Fees through e-Payment**, Advocate/Litigant centric initiative, in co-ordination with the Government of Goa and National Informatics Centre. The Service will be available for the High Court of Bombay at Goa, District and Sessions Courts as well as all sub-ordinate Courts in Goa.

Presently, all the Court Fees are paid by way of impressed and adhesive Stamps. Sometimes, there is a shortage of Court Fees Stamps and Advocate/Litigants find it difficult to obtain Court Fees Stamp. This issue is being resolved by using an Electronic Technology to provide payment of Court Fees through electronic mode of payment. This facility will be in addition to existing system of payment of Court Fees through Court Fees Stamp.

### **Note:-**

- To avail this service and for making electronic payment of Court Fees, user must have Internet Banking Account, Debit/Credit Card of respective bank specified by payment gateway website.
- Necessary user manual to make payment through electronic mode is available on the Official Website of High Court of Bombay at Goa i.e. [www.hcbombayatgoa.nic.in](http://www.hcbombayatgoa.nic.in).
- In addition to this, demo explaining the method of electronic payment is available in the electronic payment gateway website <https://egov.goa.nic.in/echallanpg/home.aspx>.

### **Merits of e-Court fees system.**

- No Queue for obtaining of Court Fees Stamp.
- No waiting period due to non-availability of Court Fees Stamp with Stamp Vendor.
- Exact amount of Court fee can be paid.
- Electronic payment gateway service available round the clock.
- Registered user can track his transaction of e-payment.
- No risk of Court Fees Stamp procured getting damage/lost or of Counterfeit Stamps.

User Manual for Payment of Court Fees through electronic Payment mode is explained below.

# **User Manual for Payment of Court Fees through electronic Payment mode**

(Version-1)

**Developed and Integrated by National Informatics Centre**

## **INTRODUCTION**

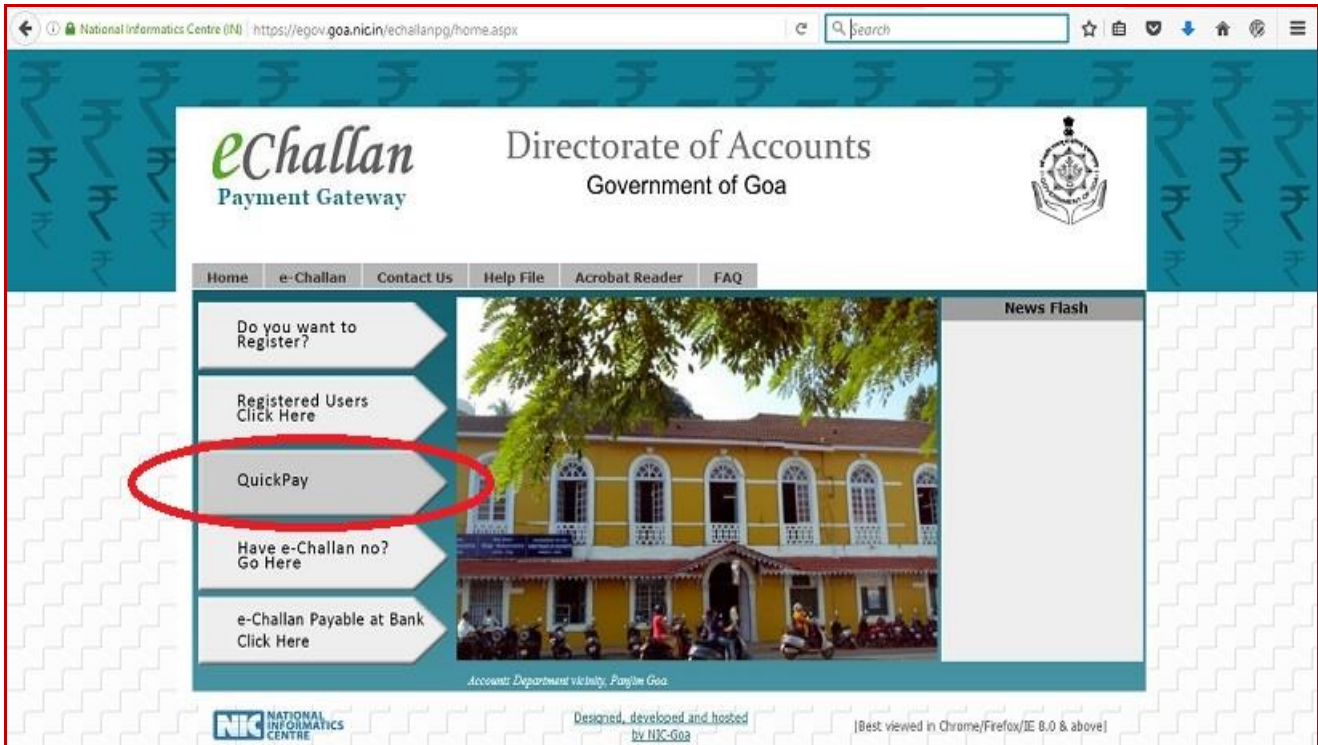
The Directorate of Accounts, Government of Goa has introduced an e-challan payment gateway. Revenue associated with various departments of the Government of Goa is handled by this system. The High Court of Bombay at Goa has decided to use this system for initiating service of e-Court Fees through electronic mode of payment in the State of Goa.

Litigants and advocates can make Court fees payment online using the e-challan payment gateway website through net banking, debit/credit cards with any of the registered banks in the website. This activity is to be done prior to filing of the relevant case or document in the Court. The payment receipt also called Challan receipt would need to be attached along with other documents during the filing process in the Court.

The Court Registry would verify the authenticity of the receipt using the linkage of the Case Management Information System (CMIS) to the e-challan payment gateway system. The filing/registration would be allowed to proceed after successful verification of the details in the challan with those in the presentation form. Subsequently during scrutiny of the case papers, the Challan would be defaced by the Registry.

Guidelines to access and to make electronic payment of Court fees using payment gateway website is explained below.

**Step 1 :** Please access e-Challan PG portal of Government of using address <https://egov.goa.nic.in/echallanpg/home.aspx>. Please ensure you prefix **https** and **not http** in the address. The home page screen shot is given below. Click on **“QuickPay”** option. However e-payment can be done by registering as a user by signing up on the portal. The benefit of registration is that the user can view history of payments and the same is not available to Quick Pay users. i.e. for the unregistered users



**Step 2 :** Click on **“Online Payment”** and fill following Party Details i.e. Details of **Payer** of the e-Court fees.

**Note :-** These are not party details of Case. These are details of person/user who is paying e-Court fees online.

Fill in Mobile Number, Party Name i.e. Payer Name, Address, Pincode, email id and Click on **“+ Service Details”**

Party Details	
Mobile No *	9*****4
Party Name *	Adv Xyz
Party Address *	panaji goa
Pincode *	403001
Email *	advxyz@gmail.com

+ Service Details ?

+ Initiate Payment ?

- Step 3 :**
- > select **"Other Services"**,
  - > select Department Name: 62- Law,
  - > select Services: Collection of eCourt fees,
  - > select Sub Service: Collection of eCourt fees,
  - > enter Amount: <enter court fees amount> ,
  - > Click **"Add to list"** and Click on **"+ Other Details"**

**Step 4 :** Enter Court name, Location and Case details and Click on **"+ Initiate Payment"**.

How to fill "+ Other Details":-

Court name	Location	Case details (only 100 character)
		<b>&lt;Case Type&gt; &lt;Party Details&gt;</b>
High Court of Bombay at Goa	Panaji Goa	WP Xyz vs Abc
District and Sessions Court	Panaji Goa	CMA Abcd vs opqr
District and Sessions Court	Margao Goa	CMA Abc vs opq
Civil and Criminal Court	Ponda Goa	RCS Abc vs Xyz
Civil and Criminal Court	Vasco Goa	RCS Abcd vs Xyza

**Note :** Case details filed accept only 100 characters. No need to enter full party name if it exceed 100 characters. Also no need to enter full case type. You may enter case type abbreviation i.e. WP, CMA, RCS etc.

**Step 5 :-** enter the sum of two numbers shown in the image and Click on **"Submit"**

Directorate of Accounts  
Government of Goa

Online Payment

Party Details ?  
Service Details ?  
Other Details ?  
Initiate Payment ?

12 + 26 = 38

Enter the sum of 2 numbers shown in the image

Submit

**Step 6:-** on "Submit" you will get e-challan number which can be used for all future reference. Select "Pay Now" option and Click on "Initiate Payment".

Directorate of Accounts  
Government of Goa

Online Payment

Party Details ?  
Service Details ?  
Other Details ?  
Initiate Payment ?

Submit

Echallan No 2016006  
Total Amt 10

Please note the E-Challan No. shown above for all future reference

Pay Now  
 Pay Later using Have e-Challan Number? Option within 7 days

Select your Payment Gateway  State Bank of India

Initiate Payment Close

**Step 7:-** Select online Payment option i.e. Net Banking, Card Payments or other payment modes and make payment. Payment can be done with any of the registered banks in the website.

State Bank MOPS  
Multi Option Payment System

State Bank Collect

NET BANKING

State Bank of India Bank Charges: Nil  
State Bank of Bikaner and Jaipur Bank Charges: Nil  
State Bank of Hyderabad Bank Charges: Nil  
State Bank of Mysore Bank Charges: Nil  
State Bank of Patiala Bank Charges: Nil  
State Bank of Travancore Bank Charges: Nil  
Other Banks Internet Banking Bank Charges: 0.0

CARD PAYMENTS

This payment mode is not available between 23:30h IST and 00:30h IST

State Bank ATM-cum-Debit Card Bank Charges: Nil  
Other Banks Debit Cards Bank Charges: 0.0  
Credit Cards Bank Charges: 0.14

OTHER PAYMENT MODES

SBI BRANCH Bank Charges: Nil  
Buddy Bank Charges: 0.0

[Click here to abort this transaction and return to the Directorate of Accounts. site.](#)



**Step 8 :-** After successful payment, Click on "Print" to open e-receipt in PDF format. The payment receipt also called Challan receipt would need to be attached along with other documents during the filing process in the Court. You will also receive SMS on successful payment.



## Directorate of Accounts

### Government of Goa





**e-Receipt**

<b>Echallan Number:</b>	201600t [REDACTED]
<b>Total Amount:</b>	Rs.10
<b>Bank Received date:</b>	05/10/2016 12:54:00
<b>Bank Reference number:</b>	IK000ATFR4
<b>Status:</b>	Success
<b>Status description:</b>	Completed successfully.

[Print](#)

Format of e-receipt / e-challan (PDF file)



## Government of Goa

### Directorate of Accounts

Opp. Old Secretariat,  
Fazenda Building, Panaji Goa  
Phone: 0832-2225548/21/31



Echallan No. 201600\*\*\*\*\*

## e-Receipt

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**Department :** 62 - LAW

**Echallan Date :** 05/10/2016 12:56:11

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**Name and Address of Party :**

Adv Xyz | 9\*\*\*\*\*4  
panaji goa

**Service:** Collection of eCourt fees

	Amount
Collection of eCourt fees	₹ 10.00
<b>Total Amount :</b>	<b>₹ 10.00</b>

**(Rs. Ten Only )**

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**Department Data:**

Court name:High Court of Bombay at Goa|Location:Panaji Goa|Case details:WP XYZ vs ABC| Dealers name and address : Adv Xyz ,panaji goa | | advaYz@gmail.com

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**Bank ref No:** IK000ATFR4

**Status:** Success

**Payment Date:** 05/10/2016 12:54:00

**Payment Gateway:** SBI\_MOPS

Note :- To reprint receipt anytime, access e-Challan PG portal of Government of using address <https://egov.goa.nic.in/echallanpg/home.aspx>. Click on "QuickPay" option. Then Click on "Reprint echallan Receipt". Enter details and Click on "Print" button.

----- Thank You -----