

e-Court Fee Receipt

e-Court Fee system is a web based application that provides the convenience of paying Court fees without the hassles involved in obtaining physical Judicial Stamps.

e-Court fee facility may be availed from the offices of StockHolding or through its Authorised Collection Centres (ACCs) or through online facility.

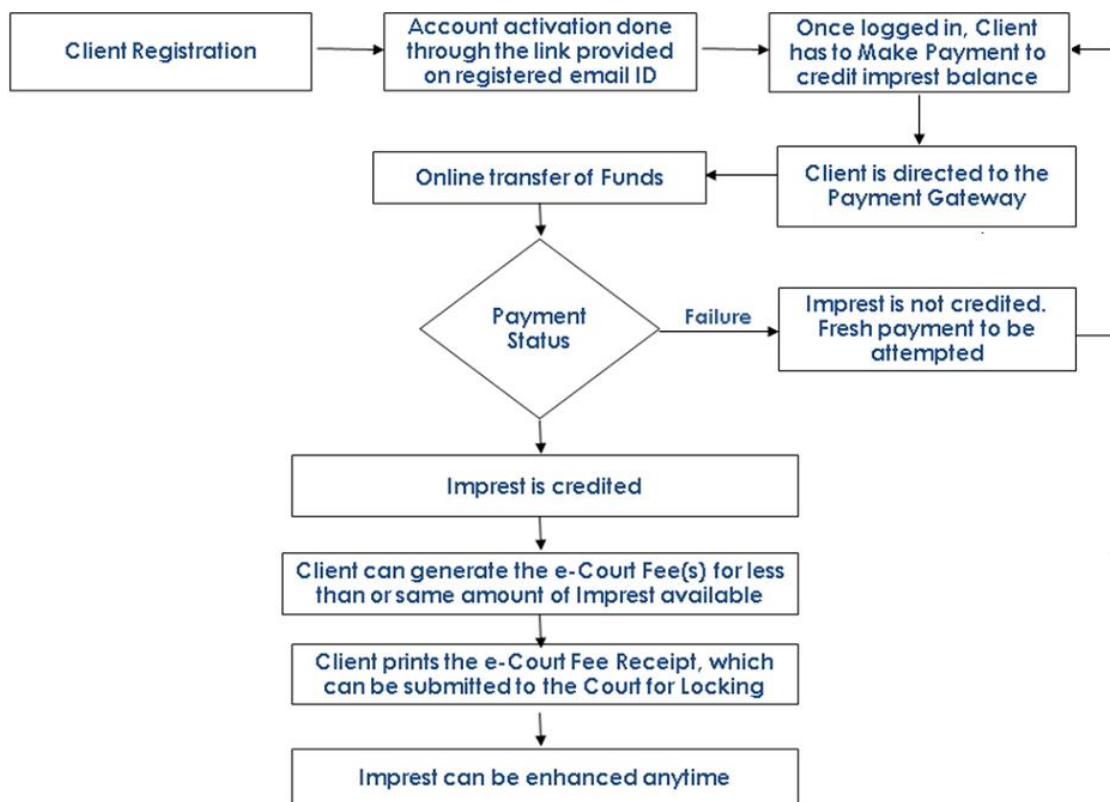
Brief workflow of the e-Court fee system :

There are 2 ways by which general public can avail e-Court fee under this system. They are :

1. Online mode
2. Offline mode

1. Online mode : Online transaction can be done through the internet by visiting the site www.shcilestamp.com .The workflow for online mode of transaction is as given below :

Online e-Court Fee Workflow



General Public generates e- Court fee receipt on his own at his convenience and comfort. This is one of the most convenient and hassle free method. The e-Court fee receipt is printed on plain white A4 paper.

The online registration procedures have been explained as under:

- a. Please visit our website www.shcilestamp.com and go to e-Court Fees Section.
- b. Register yourself to create your Login ID and Password.
- c. After registering yourself, activate your account by clicking on the link provided in your registered e-mail ID.
- d. Now Log in to Online Module using your activated User ID and Password.
- e. Credit your imprest account using Net Banking or debit Cards . Imprest can be enhanced anytime. For all payments made via Debit Card/ net banking etc, bank charges (if any) will be levied to respective buyer at actual.
- f. Online e-Court fee receipt can be generated within the credit limit available in the imprest account.
- g. Reprint option can be used , if Online e-Court fee Receipt is not generated owing to any reason (like connectivity problem, power failure, printer problem etc.).

Main Points to be noted are as under

- (i) The above is in effect a court fee payment facility. In other words, a user will be able to credit his imprest account to the extent of Rs 20,000/- and hold it in credit in her/his own account from which the user will be able to utilize the exact amount of court fee as and when required.
- (ii) If any client wants to purchase an e-Court fee, he needs to register in www.shcilestamp.com and create user id and password. Then he needs to transfer funds to the imprest account by the way of netbanking /debit cards. (Banking charges applicable). For instance, imprest to the extent of Rs.20,000 could be credited at one time for which the bank charges will be presently Rs.6 for payment by net banking (differs from bank to bank) or Rs.20 plus taxes for payment by debit card (differs from bank to bank). Upon making the payment, a payment reference number will be generated. Then to the extent that the user needs to utilize court fee for any transaction, the user will generate an e-court fee receipt utilising his imprest account.

For example, for a particular transaction, the user requires to pay court fee of Rs 500/- , he will generate e-court fee receipt only to that extent. This will leave a balance (in the above example Rs 19500) in the imprest account which could be utilized subsequently at various points in time. Every time the user requires to 'top up' the total amount in the court fee account. The user may have to pay the charge levied by the bank.

(iii) The advantage of the above system is that court fee is available easily as and when the user desires. There will be no last minute anxiety about non-availability of court fee. Also the precise amount of court fee can be used for a transaction leaving the balance in the account.

(iv) The printed e-court fee receipt is to be preserved carefully. Once an e-court fee receipt is used, Court will lock the e-court fee receipt and it cannot be subsequently used.

(v) Those without net banking facility or a debit card can approach the SHCIL counter in the High Court and can obtain e-court fee receipts.

(vi) In the event of any difficulty in any of the above steps the user is advised to visit the website of SHCIL at www.shcilestamp.com.

2.Offline mode :

General Public approaches the Authorized Collection Centre (ACC) / Stock Holding office. The workflow for offline mode of transaction is as given below :

Client fills up an application form

|

Data entered into the system by the user

|

Verification of data and funds by the user

|

Printing of e-Court fee receipt

Printing of e-Court fee receipt is immediate in case of Cash. In case of Demand draft/pay order/NEFT/RTGS transactions, e-Court fee receipt are generally printed only after realization of the instrument

The procedure for the citizen to purchase e-Court fee receipt at the Authorised Collection Centre (ACC) is as given below.

1. Tender an application form **www.shcilestamp.com**(required only for value > Rs 500)
2. Mode of Payment : By cash. In case of / DD/PO/RTGS/NEFT/IMPS(Subject to realization of the instrument).

Presentation of e-Court Fee at the Court:

After procuring the e-Court fee receipt either by offline or online mode , client approaches filing section of the respective Court and present the case papers along with the respective e-Court Fee receipt.

Court officials of filing section using his/her User id and password logs into e-Court fee system of StockHolding, feeds e-Court Fee receipt number into the system and cross verify the details, then he/she locks the e-Court Fee receipt by clicking the LOCK button. Locked e-Court Fee receipt cannot be re-used .

Refund :

Case of refund of the e-Court fee may arise due to :

1. Unused e-Court fee receipt.
2. Refund on the basis of specific requests of the Court authorities.

The e-Court fee system has the facility to record details of refund request by the authorised Court officials. However, authorisation of refund and disbursement is not handled by StockHolding. This will be handled as per normal procedures as available in the physical Court fee system.

INSTRUCTIONS : e-COURT FEES RECEIPT

1.e-Court fee receipt for any denomination can be obtained through Online/Offline Mode.

2.Please keep e-Court fee receipts safely till it is used.

3.Court Officials will lock the e-Court fee receipt on submission so that the same cannot be reused.

4.In case e-Court fee is lost, it cannot be blocked and/ or re-issued as similar to physical court fee stamp.

5.e-Court fee would be issued immediately against Cash. Please don't leave the counter without taking e-Court Fee Receipts.

6.e-Court fee receipts can also be issued against payment made through DD/ Payorder/ RTGS/ NEFT subject to realization of funds.

7.DD/ Payorder to be drawn in favour of “ **Stock Holding Corporation of India Ltd. e-Court Fees Tamil Nadu** ” payable at Par.

8. In case of transfer of funds by RTGS/NEFT

•Beneficiary A/C Name – **Stock Holding Corporation of India Ltd-e-Court Fees Tamil Nadu**

•Bank Name – **HDFC Bank**

•A/C number :**57500000149197**

•IFSC Code :**HDFC0000166**

1.For all online payments made via Net Banking/ Debit card, bank charges (if any) will be levied to respective buyer at actuals.