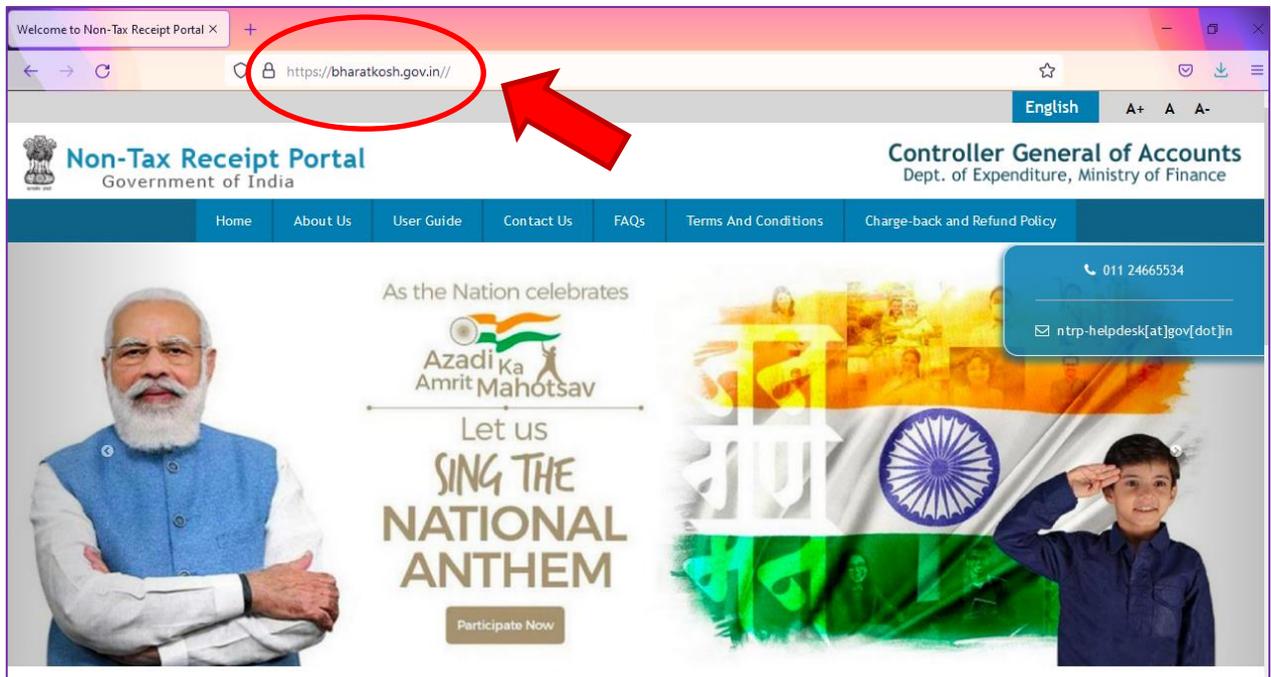
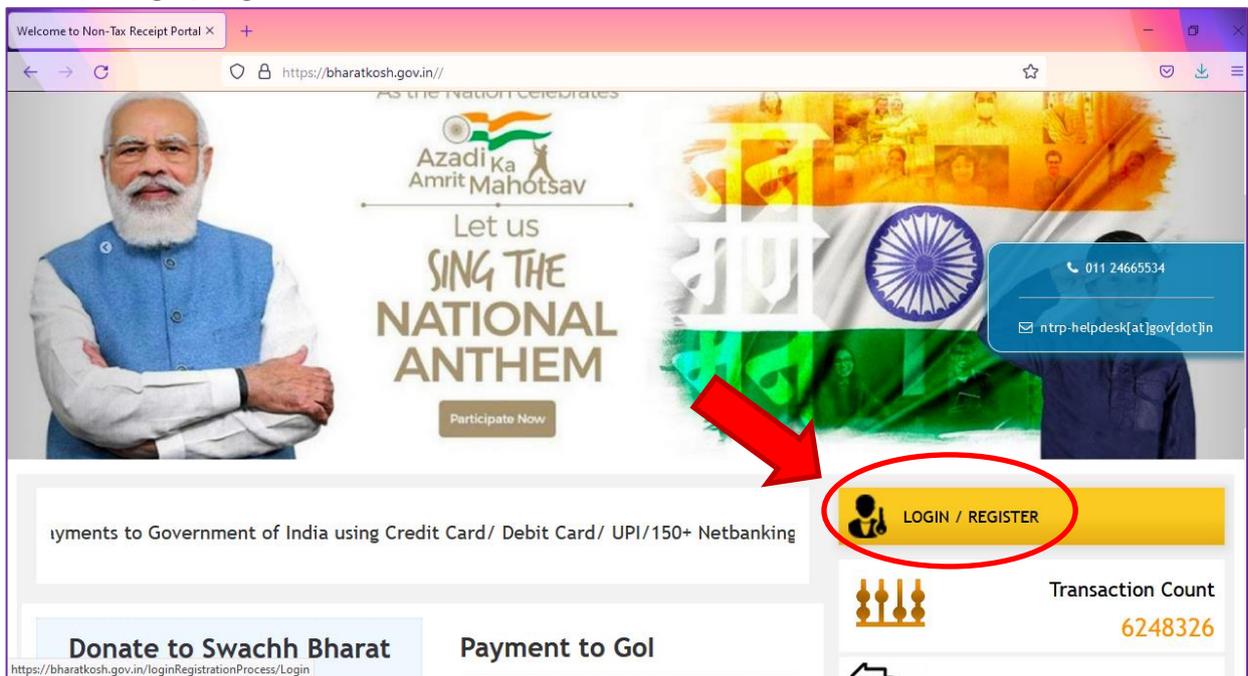


How to Pay through Bharatkosh for Notary

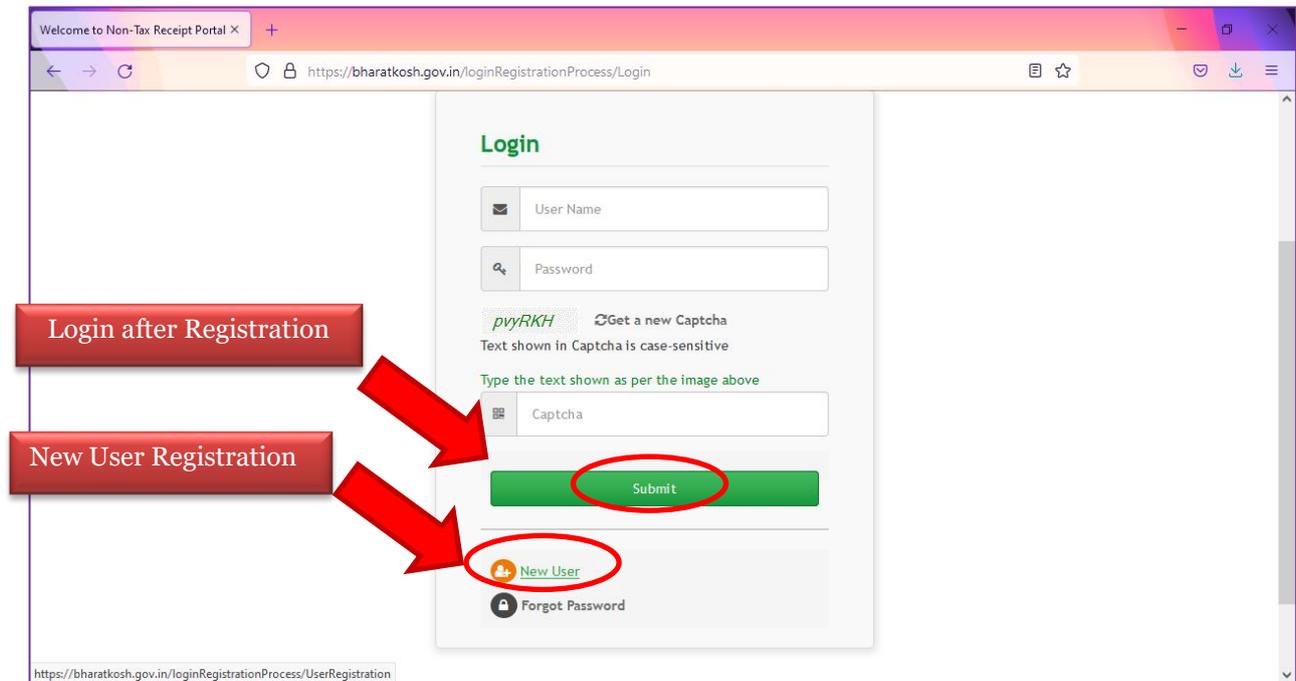
1. Go to <https://bharatkosh.gov.in/>



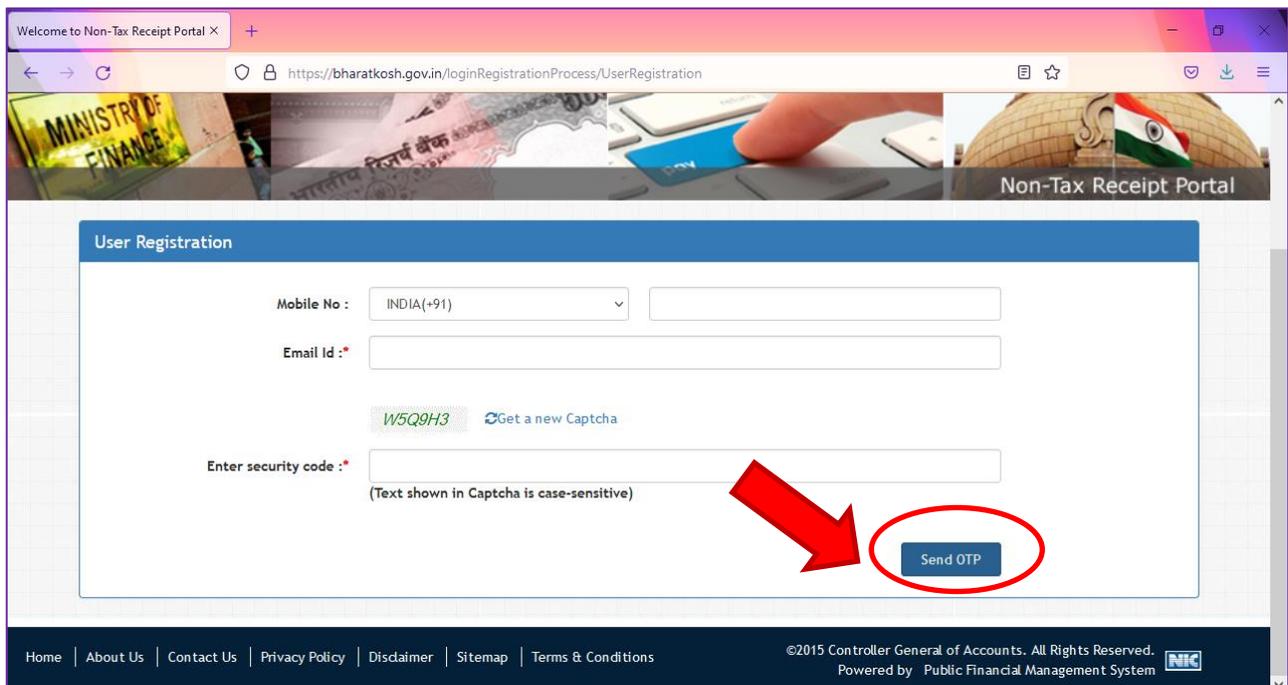
2. Click on Login/Register Button.



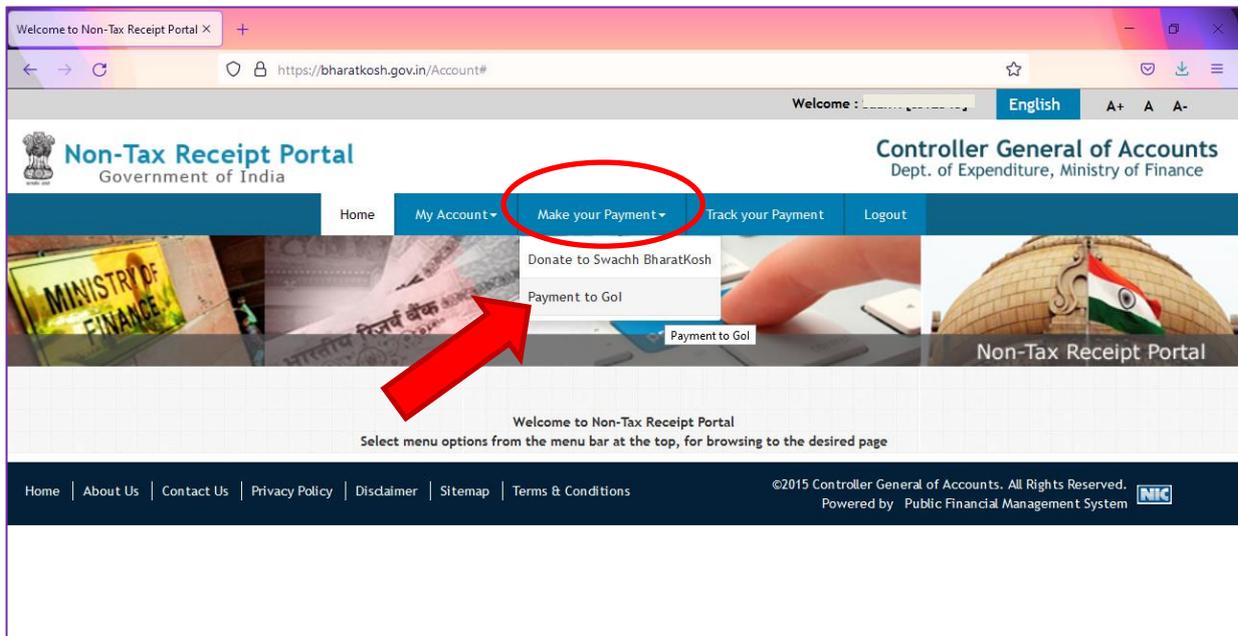
3. Kindly Login if already registered/ Register if New User.



4. New User Registration: Fill all the details and Click on **Send OTP** button.



5. Enter OTP and then Login with User credentials.
6. After Login, Click on **Make Your Payment** → **Payment to GOI** option.



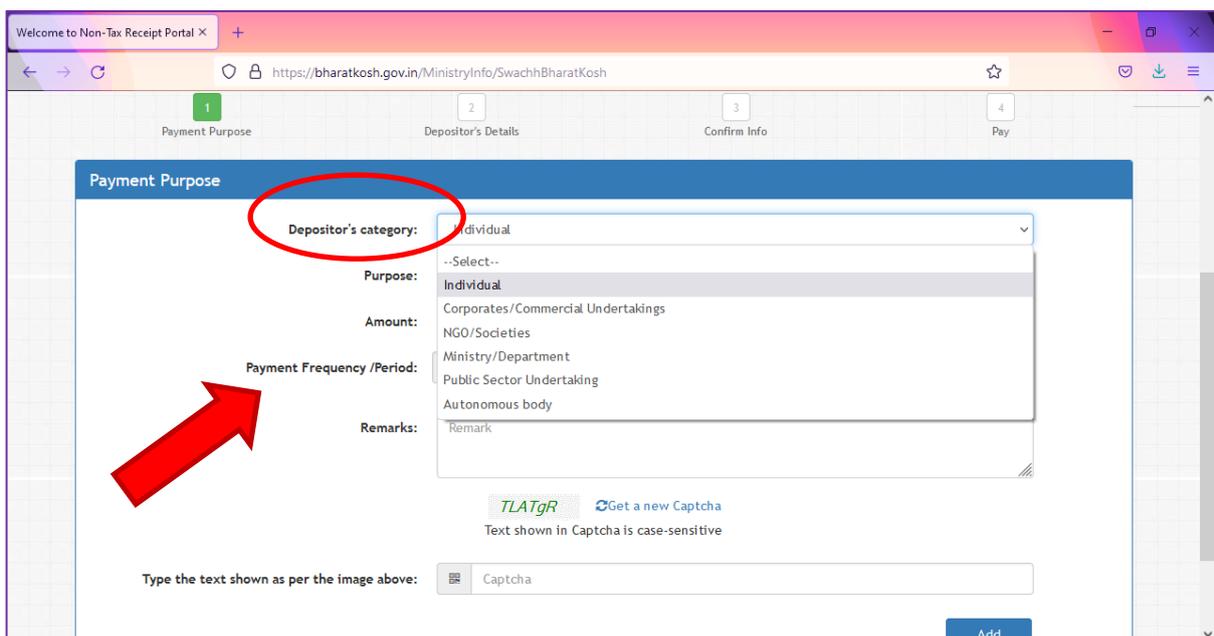
7. Enter the details for Payment Purpose.

- a. Depositor's Category : Individual (Specific for Notaries)
- b. Purpose : Rule (9) of the Notaries Rule 1956
- c. Payment Type : online
- d. Function Head: SERVICES AND SERVICE FEES
- e. Ministry : Law & Justice
- f. Pay and Account Office: PAO(Legal Affairs), New Delhi
- g. Drawing & Disbursing Office: Cash Section
- h. **Amount:**

The fees for issue and renewal of certificate of practice and extension of area shall be as under-

- (a) Issue of certificate of practice - ₹2000 /-
- (b) Extension of area of practice - ₹1500 /-
- (c) Renewal of certificate of practice - ₹1000 /-
- (d) Issue of a duplicate certificate of practice - ₹750/-

- i. Remarks: Name – xxx, Notary Application No. – xxx, Mobile No. – xxx.
- j. Enter Captcha and Click on **Add** Button.



Welcome to Non-Tax Receipt Portal x

https://bharatkosh.gov.in/MinistryInfo/SwachhBharatKosh

Search Purpose

Ministry: LAW & JUSTICE

Purpose: Rule (9) of the Notaries Rules 1956

Please select the appropriate Ministry from the drop down menu, to search the Purpose of your choice

Search Clear

Purpose:	Payment Type	Function Head
Rule (9) of the Notaries Rules 1956	online	007001501010000-SERVICES AND SERVICE FEES

Type the text shown as per the image above:

Text shown in Captcha is case-sensitive

Add

Welcome to Non-Tax Receipt Portal x

https://bharatkosh.gov.in/MinistryInfo/ddlReceiptPaymentType_SelectedIndexChanged

1 Payment Purpose 2 Depositor's Details 3 Confirm Info 4 Pay

Payment Purpose

Depositor's category: Individual

Purpose: Rule (9) of the Notaries Rules 1956

Payment Type: online

Function Head: 007001501010000 - SERVICES AND SERVICE FEES

Ministry: LAW & JUSTICE

Pay & Account Office (PAO): 031438 - PAO(Legal Affairs), New Delhi

Drawing & Disbursing Office(DDO): --Select--

Amount: INR 0

Payment Frequency /Period: No Restriction

Welcome to Non-Tax Receipt Portal x

https://bharatkosh.gov.in/MinistryInfo/ddlReceiptPaymentType_SelectedIndexChanged

Purpose: Rule (9) of the Notaries Rules 1956

Payment Type: online

Function Head: 007001501010000 - SERVICES AND SERVICE FEES

Ministry: LAW & JUSTICE

Pay & Account Office (PAO): 031438 - PAO(Legal Affairs), New Delhi

Drawing & Disbursing Office(DDO): 231439 - Cash Officer

Amount: INR 0

Payment Frequency /Period: No Restriction

Remarks: Remark

fl3WPe Get a new Captcha

Text shown in Captcha is case-sensitive

Welcome to Non-Tax Receipt Portal X

https://bharatkosh.gov.in/MinistryInfo/ddlReceiptPaymentType_SelectedIndexChanged

Ministry: LAW & JUSTICE

Pay & Account Office (PAO): 031438 - PAO(Legal Affairs), New Delhi

Drawing & Disbursing Office(DDO): 231439 - Cash Officer

Amount: INR 2000
RUPEES TWO THOUSAND ONLY

Payment Frequency /Period: No Restriction

Remarks: Name : xxxxxx
Application No. : xxxxxxxx
Mobile : xxxxxxxxxx
3 Character Left

fl3WPe Get a new Captcha
Text shown in Captcha is case-sensitive

Type the text shown as per the image above: Captcha

Add

Welcome to Non-Tax Receipt Portal X

https://bharatkosh.gov.in/MinistryInfo/ddlReceiptPaymentType_SelectedIndexChanged

Drawing & Disbursing Office(DDO): 231439 - Cash Officer

Amount: INR 2000
RUPEES TWO THOUSAND ONLY

Payment Frequency /Period: No Restriction

Remarks: Name : xxxxxx
Application No. : xxxxxxxx
Mobile : xxxxxxxxxx
3 Character Left

fl3WPe Get a new Captcha
Text shown in Captcha is case-sensitive

Type the text shown as per the image above: fl3WPe

Add

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Powered by Public Financial Management System

8. Click on Next.

Welcome to Non-Tax Receipt Portal X

https://bharatkosh.gov.in/MinistryInfo/SwachhBharatKosh

Amount: INR 0

Remarks: Remark

Hv64D4 Get a new Captcha
Text shown in Captcha is case-sensitive

Type the text shown as per the image above: Captcha

Add

Ministry	Purpose	PAO	DDO	Amount	Payment Period / Frequency	Delete
LAW & JUSTICE	Rule (9) of the Notaries Rules 1956 (online)	031438 - PAO(Legal Affairs), New Delhi	231439 - Cash Officer	1.00	No Restriction	

Next →

9. Fill all the Depositor's Details.

Welcome to Non-Tax Receipt Portal × +

← → ↻ https://bharatkosh.gov.in/DepositerInfo/DepositerInfo ☆

1 Payment Purpose 2 Depositor's Details 3 Confirm Info 4 Pay

Depositor's Details

Name:* Ms./Mrs. xxx

Address Line 1:* xxx

Address Line 2:* xxx

Country:* INDIA

State:* DELHI

District:* NEW DELHI

City:* New Delhi

Pincode/ Zipcode: 110003

TAN

Welcome to Non-Tax Receipt Portal × +

← → ↻ https://bharatkosh.gov.in/DepositerInfo/DepositerInfo ☆

State:* DELHI

District:* NEW DELHI

City:* New Delhi

Pincode/ Zipcode: 110003

TAN

TIN

PAN:

Aadhaar Number: xxxxxxxxxxxxxxxxxxxxxx

Mobile Number:* INDIA(+91)

Email: *

Online payment SWIFT/NEFT/RTGS

Welcome to Non-Tax Receipt Portal × +

← → ↻ https://bharatkosh.gov.in/DepositerInfo/DepositerInfo ☆

TIN

PAN:

Aadhaar Number: xxxxxxxxxxxxxxxxxxxxxx

Mobile Number:* INDIA(+91)

Email: *

Online payment SWIFT/NEFT/RTGS

Captcha **98e2tl** [Get a new Captcha](#)

Text shown in Captcha is case-sensitive

Type the text shown as per the image above

← Back Next →

10. Choose Online Payment Option and Click **Next** Button.

Welcome to Non-Tax Receipt Portal X

https://bharatkosh.gov.in/DepositerInfo/DepositerInfo

TIN:

PAN:

Aadhaar Number:

Mobile Number: INDIA(+91)

Email:

Online payment SWIFT/NEFT/RTGS

Captcha: 98e2tL [Get a new Captcha](#)

Text shown in Captcha is case-sensitive

Type the text shown as per the image above

11. Check Depositor's Details.

Welcome to Non-Tax Receipt Portal X

https://bharatkosh.gov.in/NTRPHome/Confirmation

1 Payment Purpose 2 Depositor's Details 3 Confirm Info 4 Pay

Payment Mode Online

Depositor's Details

Name	Ms./Mrs. xxx		
Address 1	xxx	Address 2	xxx
City	New Delhi	District	NEW DELHI
State	DELHI	Country	INDIA
Pincode/Zipcode	110003	Email	
Mobile No. (+91)			
Aadhar Number		PAN Number	
TAN		TIN	

Purpose Details

Sr. No.	Ministry	PAO Name	DDO Name	Purpose and Payment Type	Payment Period / Frequency	Amount (In INR)
1	LAW & JUSTICE	PAO(Legal Affairs), New Delhi[031438]	Cash Officer[231439]	Rule (9) of the Notaries Rules 1956,online	No Restriction	1
				INR one only		Total::1

Welcome to Non-Tax Receipt Portal X

https://bharatkosh.gov.in/NTRPHome/Confirmation

Aadhar Number		PAN Number	
TAN		TIN	

Purpose Details

Sr. No.	Ministry	PAO Name	DDO Name	Purpose and Payment Type	Payment Period / Frequency	Amount (In INR)
1	LAW & JUSTICE	PAO(Legal Affairs), New Delhi[031438]	Cash Officer[231439]	Rule (9) of the Notaries Rules 1956,online	No Restriction	1
				INR one only		Total::1

Captcha: Y8YDVH [Get a new Captcha](#)

Text shown in Captcha is case-sensitive

Type the text shown as per the image above

12. Select Payment Gateway.

14. Save Details – Transaction Ref. No, and Download the Transaction Receipt.

Payment Info

Payment Info
Transaction ref. No. : 2511210012910
Bank Ref. No: 3735388
Status: SUCCESS
Amount: INR 1
Other Details: 23143925112100012928 00950200001837 1
Reason: We are happy to inform you that Transaction initiated by you is Successful. You may like to take a print-out of the receipt from the portal

Track Your Payment Quit

Purpose Transaction Details

Purpose	Remarks	Amount	Ministry	DDO Name	PAO Name	Payment Frequency / Period
Rule (9) of the Notaries Rules 1956 - online	Name: xxxxxx Application No. : xxxxxxxx Mobile : xxxxxxxxxxxx	1.00	LAW & JUSTICE	Cash Officer	PAO(Legal Affairs), New Delhi	No Restriction, 1-0

Document List

- Transaction Receipt

15. Save the Transaction Receipt.

bharatkosh.gov.in
Government of India Receipt Portal

RECEIPT

Transaction Ref.No. 2511210012910 Dated: Nov 25 2021 4:48PM

Received from MS./MRS. XXX with Transaction Ref.No. 2511210012910

Dated Nov 25 2021 4:48PM the sum of INR 1 (One Only) through Internet based Online payment in the account of

Rule (9) of the Notaries Rules 1956, , Name: xxxxx
Application No. : xxxxxxxx
Mobile : xxxxxxxxxxxx.

Disclaimer:- This is a system generated electronic receipt, hence no physical signature is required for the purpose of authentication

Printed On: 25-11-2021 04:52:27

Courtesy :- Controller General of Accounts

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