How to Pay through **Bharatkosh** for Notary

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



2. Click on Login/Register Button.

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

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New User Reg	sistration	Submit			
	4	New User Forgot Password			
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4. New User Registration: Fill all the details and Click on **Send OTP** button.

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User Registration		
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Home About Us Contact Us Privacy Policy	Disclaimer Sitemap Terms & Conditions ©201	5 Controller General of Accounts. All Rights Reserved. Powered by Public Financial Management System

- 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.

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		Purpose:	Rule (9) of the Notaries Rules 1956			
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8. Click on Next.

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9. Fill all the Depositor's Details.

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	Address Line 1:*	XXX			
	Address Line 2:	XXX			
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	City: *	New Delhi			
	Pincode/ Zipcode:	110003			
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10. Choose Online Payment Option and Click Next Button.

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11. Check Depositor's Details.

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Payment Gatew						
The payment can be r	ay made by a depositor using all Ind	lian Credit Cards or Debi	Cards (except Diners C	ub Card) and also via the	Internet Banking of banks thr	ough the any
Payment Gateways av	ailable below. The payment via	American Express Credit	Card (AMEX) can be mad	e through SBI ePay payme	ent gateway	ougn the any
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Success Rate 8	85 % Success Rate 81 %	Success Rate 60 %	Success Rate 79 %	Success Rate 79 %	Success Rate 77 %	
O 🕼 Ata altar ach Bank of Baro						
Success Rate	71 %					
Note: Success Rat	te - No. of Successful Transactions / To	tal No. of Transactions in a pe	riod of 30 days.			
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13. Select appropriate Mode of Payment and click on **Pay**.

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

Payment Info		
Payment Info		
Transaction ref. No.	511210012410	
Bank Ket. No:	3/35388	
Status	SUCCESS	
Amount:	INR 1	
Other Details:	23143925112100012928 00950200001837 1	
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15. Save the Transaction Receipt.



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