



DEPARTMENT USERS' GUIDANCE MANUAL

ON

e-STAMPS
**(e-Stamp duty in Telangana - Assessment,
Management & Payment System)**



e-STAMPS

(e-Stamp duty in Telangana – Asessment, Management & Payment System)

Department users' guidance manual
Circular No.CARD1/2334/2015, dated:6.4.2016.

I) EXISTING SYSTEM: The present challan system was introduced in the department through G.O.Ms.No.953, Revenue (Registration.I) Department, dt.10.9.2003 (Annexure I) with a view **to arrest fake stamp papers** of higher denomination. After introduction of the system, the NJ Stamp papers of Rs.10/-, 20/-, 50/- and 100/- denomination alone are made available to the citizens to make documents, while remaining stamp duty, transfer duty, registration fee shall be paid through challans. This system has served effectively for the past 13 years. But, certain issues cropped up during its implementation because of absence of computerisation and integration with the CARD system, and they are listed below:

(i) Each Sub Registrar Office (SRO) has been attached to one branch of SBH (called designated branch of SBH). The parties need to pay the amounts in that particular branch. As such there is no flexibility to the party to pay these amounts in any branch of SBH or any other bank other than SBH.

(ii) Today, the entire system is manual. On receipt of amount, the branch gives a receipt and copy of pay-in-slip. On the strength of these papers, the SR shall accept the document for registration and render the services without having the facility of online verification.

(iii) Designated Branch has to send scroll indicating all the transaction details to the SRO every evening so that the SR can verify the receipts of that day. But, sending scroll every day is not being implemented citing resource crunch at SBH. In certain SBH branches,

the issue of separate receipt was also dispensed with citing human resources crunch.

(iv) Due to **non-receipt of scroll** every day, transferring the funds to PD account from non-drawal current account of the SR without any float is not being done and in certain cases, the funds are being transferred after a lag of 10 days.

(v) There are certain cases of **fake pay-in-slips (challans)** resulting in loss of revenue besides inconvenience to the department and citizen.

(vi) There is a huge manual **drudgery** at the SRO level since they have to maintain manual records such as daily challan register, pending challan register, the scroll register, reconciliation work with SBH and Treasury etc., resulting in spending a lot of time on this task instead of core registration functions.

II) NEW SYSTEM - FEATURES: In view of the above, the department initiated the process for developing a computerised system which would integrate the core banking system of the Bank and the CARD system. To take the process forward the department initiated a dialogue with the SBH which is already associated with the department through designated branch system. After several rounds of discussions, the SBH has come up with a new system for collection of stamp duty, registration fee, user charges, transfer duty and other sums payable to the department. The features and benefits envisaged under the new system are as follows:

- i) Payment can be made either ONLINE through Payment Gateway Services (24/7) or through branches (cash collection). This gives citizen more options and is customer-friendly.
- ii) There will be a single non-drawal current account to be operated by C&IG, Registration & Stamps, Hyderabad, Telangana with the SBH, Treasury Branch at Abids, Hyderabad. There will not be any other account; and a

- single account will serve the purpose. The centralised management will be more efficient and secure.
- iii) There will be two options for payment viz.,
 - a) ONLINE payment through Payment Gateway using debit/credit cards, Internet Banking and IMPS. The party can make payment from the comforts of his home without the need for visiting Bank for paying stamp duty. Payment Gateway through debit/credit cards, Internet Banking and IMPS.
 - b) The party can if he so desire choose to make manual payment through cash payment and in this they will have freedom to pay the stamp duty in any branch of SBH (total 900+ branches in Telangana as of now) instead of in a particular designated branch as in the existing system.
 - iv) He may utilize department services in any Sub Registrar Office for generation of eChallan if he chooses to make manual payment and does not have access to computer with net facility.
 - v) By the time, party reaches the SRO with his document; the payment details are available online in the module for the verification of the SR.
 - vi) The SR will deface the electronic record after rendering the service, thereby preventing it from being reused.
 - vii) MIS reports will enable the department officers to get full information on remittances almost in real time.
 - viii) There will be no more requirement of maintaining the records such as pending challan register, daily challan register, scroll, Treasury challan register etc. The same will be generated as MIS reports. The system will be simple and removes manual drudgery at the SRO.
 - ix) The remittances into treasury/PD accounts of Local Bodies will be as per the instructions of the department on daily basis.



- x) The reconciliation with treasury at C&IG's level will be easier since collections are into a single account instead of 141 bank accounts as in the present system.
- xi) Possibility of frauds will be eliminated (particularly fake challans).

III) NEW SYSTEM -WORK FLOW:

A non-drawal Current Account is opened with the SBH Treasury Branch, Hyderabad in the name of the Commissioner and Inspector General (R&S), Telangana State bearing No.62452652892. This module can be divided into two parts for convenience.

i) USER SIDE:

1. A module to generate eSTAMPS Challan (eChallan) has been provided in the department official portal, <https://registration.telangana.gov.in> (in the e-Services menu).

The screenshot shows the official website of the Registration & Stamps Department, Government of Telangana. The top navigation bar includes links for HOME, ABOUT US, ORGANIZATION, ACTS & RULES, FAQS, RTI ACT, DOWNLOADS, and CITIZENS CHARTER. On the left, there are sections for INFORMATION (Property Registration, Purchase Precautions, Sale Deed Preparation, Document Preparation, Hindu Marriage) and FIND (Market Value, Ready Reckoner, Sub-Registrar Office, Village Directory, Stamps Stock position, Stamp Vendor List). The right sidebar features e-SERVICES (Generate eChallan, Registered Document Details, Encumbrance Search, Certified Copy of Document, Registration charges calculator, GPA Search), REGISTRATION CHARGES (Stamp Duties, Registration Fees, User Charges), and DEPARTMENT USERS (Department Login, Submit Periodicals). The central content area includes a banner for 'MAKE IN TELANGANA', news and events, a gallery, improvements, and video on registration. The footer contains links to india.gov.in and Telangana.gov.in, along with social media icons and a note about being the national portal of India.



Screenshot of the Registration & Stamps Department (e-STAMPS) website. The page title is "REGISTRATION & STAMPS DEPARTMENT GOVERNMENT OF TELANGANA". It features a green header with the state emblem and a yellow footer with navigation links like Home, Refund Policy, Privacy Policy, Terms & Conditions, SBIEPay Interchange Fee, and a note about screen resolution. A central box displays the "e-challan Payment" logo and a note about pilot version availability.



2. The person intending to get a document registered or required to pay charges for any other service of the department has to generate eChallan. At this stage he is required to enter the following particulars.

Screenshot of the "Document Registration" form on the e-STAMPS website. The form includes sections for Remitter Details (Name: G.N.MALLESH, Address: HYDERABAD, PAN Card Number: ASOPM9409M, Aadhar Card Number, Mobile Number, Confirm Mobile No.), Detail of the Amounts Remitted (Stamp Duty: 1, Transfer Duty: 0, Registration Fee: 0, User Charges: 0, TOTAL: 1, In Words Rupees: One Rupees Only), Executant Details (Name: SRIKANTH, Address: HYDERABAD), Claimant Details (Name: SRIKANTH, Address: HYDERABAD), Document Information (Property Situated in: HYDERABAD, Document Nature: Sale, Transaction Type: Sale Deed), and a Register button. A note at the bottom states: "Note:PAN Card Number is mandatory if Total Amount to be remitted is greater than Rs.50,000 as per RBI guidelines".

- a) Remitter's name and address
 - b) Pan Card Number (Rs. 50,000/- and above remittances)
 - c) Aadhar Card Number
 - d) Remitter's Mobile Number and to confirm Mobile Number for ensuring safety
 - e) Amounts paid for whom: executant/claimant
 - f) Payment details ie., Stamp Duty, Transfer Duty, Registration fees and User Charges.
 - g) Executant and Claimant details and addresses
 - h) Nature of transaction
 - i) Name of the District where party intends to register his document/name of the district in which property is situated.
3. After entering the above particulars user has to click "Register" button. It will take him to the next screen showing options to pay either in online or offline mode. At this point, after clicking the register button, the user gets an SMS to his registered mobile, informing his 12 digit challan number and 5 digit pass code. The same shall have to be saved by him for future references, particularly to validate his claim at the Sub Registrar office at the time of registration of document. The users are advised not to reveal the passcode to anybody other than the Registering Officer, to prevent misuse.

 <https://registration.telangana.gov.in/eChallan2/docRegistration.do>



The screenshot shows a green header with the text "REGISTRATION & STAMPS DEPARTMENT GOVERNMENT OF TELANGANA". Below it is a navigation bar with links for "eChallan", "ePrint", "Status", "Statistics", and "User Manual". The main content area is titled "e-STAMPS". It displays a message: "Your challan number is : 5323Z5060416" and "PassCode is sent to your registered mobile number : *****560". There is a link "Do not share your PassCode with others | Print Slip". Below this, there is a question "Do you want to make payment now." followed by two radio buttons: "Online payment" and "Generate eChallan". A "proceed" button is located at the bottom right of this section. At the very bottom of the page, there is a footer with links for "Home", "Refund Policy", "Privacy Policy | Terms & Conditions", "SBIEPay Interchange Fee", and "Disclaimer". The footer also includes a note about screen resolution and copyright information from the National Informatics Centre.



4. If user chooses Online mode, SBIEpay home page appears. Then the user needs to select mode of payment like Net Banking, Debit Card etc., and authorize the payment by giving proper credentials. If user gets successful status, then Challan in duplicate is rendered by the system containing SBIEpay confirmation reference number. The user prints the challan and submits SRO Copy of it along with the document to the Sub-Registrar, while retaining party's copy.

Registration And Stamps Department [IN] https://registration.telangana.gov.in/echallan2/docRegistration.do

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF TELANGANA

eChallan ePrint Status Statistics User Manual

e- STAMPS

Your challan number is : 9302YY060416
PassCode is sent to your registered mobile number :*****560
Do not share your PassCode with others | [Print Slip](#)

Do you want to make payment now.

Then select
 Online payment
If not then select
 Generate eChallan

proceed

Home Refund Policy Privacy Policy | Terms & Conditions SBIEPay Interchange Fee This Site is best viewed in 1024*768 screen resolution

Disclaimer: Content owned, maintained and updated by Registration & Stamps Department, Government of Telangana.
For any queries, suggestions or complaints contact Toll Free No. 1800-425-9909

Designed & Developed by NATIONAL INSTITUTE OF INFORMATION TECHNOLOGY NIC

https://www.sbiepay.com/secure/AggregatorHostedListener

SBIePay REGISTRATION & STAMPS DEPARTMENT GOVERNMENT OF TELANGANA

Transaction Details Order Number 9302YY060416 Amount 1.00 INR + Convenience Fee if applicable will be charged to you.

Payment Details

Net Banking

Credit Card Debit Card Mobile Payments

State Bank Associate Banks

State Bank of Mysore State Bank of India State Bank of Patiala State Bank of Travancore

Other Banks Select Bank Proceed Cancel

Verified by VISA MasterCard AMERICAN EXPRESS SecureCode SafeKey Symantec PCI DSS CERTIFIED

Copyright© 2013 State Bank of India. All Rights Reserved

Powered by State Bank Of India.

SBI ePay

REGISTRATION & STAMPS DEPARTMENT
GOVERNMENT OF TELANGANA

Transaction Details User Number: 0902YY060416 Discount: ₹ 0.00 INR A Commission that is applicable will be charged in your Transaction.

Payment Details

Net Banking Credit Card Debit Card Mobile Payments

Transaction Summary

Transaction Amount	1.00 INR
Transaction Processing Fee	0.00 INR
Service Tax	0.73 INR
Total Amount to be Paid	1.73 INR

Bank Associate Banks

-  State Bank of India
-  State Bank of Patiala
-  State Bank of Hyderabad
-  State Bank of Travancore

Verified by      

Copyright © 2013 State Bank of India. All Rights Reserved.

Powered by State Bank of India.

https://merchant.onlinesbi.com/merchant/smsenablehighsecurityconfirm.htm

State Bank of India
the nation banks on us

Welcome : Mr. SRIKANTH M

Your previous site visit: 03-Apr-2016 10:06 IST

SBI EPAY

06-Apr-2016 [03:52 IST] [Help](#)

Account Details

Reference No.	IGBTSMYA2
Debit Account No.	00000020056626658
SBIEPAY REFNO	1391208399541
Amount	INR 6.73
Amount in Words	Six Rupees and Seventy Three Paise only
Status	Completed Successfully
Debit Branch	HITEC CITY, HYDERABAD
Date - Time	06-Apr-2016 15:52 IST

[Click here](#) to return to the SBI EPAY site. Else, you will be automatically redirected to the SBI EPAY site in 10 seconds.

© Copyright SBI. [Privacy Statement](#) | [Terms of Use](#)

Registration And Stamps Department [IN] https://registration.telangana.gov.in/echallan2/success.jsp

e-STAMPS

Online Challan Proforma[Citizen copy] Online Challan Proforma[SRO copy]

Challan No: 9302YY060416 Challan No: 9302YY060416

Registration & Stamps Department,Telangana Registration & Stamps Department,Telangana

Bank Code :SBIN

I Remitter Details	I Remitter Details
Name: G.N.MALLESH	Name: G.N.MALLESH
Address: HYDERABAD	Address: HYDERABAD
PAN Card Number: ASOPM9409M	PAN Card Number: ASOPM9409M
Aadhar Card Number:	Aadhar Card Number:
Mobile Number: 9949994560	Mobile Number: 9949994560

II Document Details	II Document Details
Name: SRIKANTH	Name: SRIKANTH
Address: HYDERABAD	Address: HYDERABAD

III Claimant details	III Claimant details
Name: SRIKANTH	Name: SRIKANTH
Address: HYDERABAD	Address: HYDERABAD

IV Document Nature	IV Document Information
Nature of Document: SALE AGREEMENT WITH POSSESSION	Nature of Document: SALE AGREEMENT WITH POSSESSION
Property Situated in(District): HYDERABAD	Property Situated in(District): HYDERABAD

V Amount Details	V Amount Details
Stamp Duty: 1.0	Stamp Duty: 1.0
Transfer Duty: 0.0	Transfer Duty: 0.0
Registration Fee: 0.0	Registration Fee: 0.0
User Charge: 0.0	User Charge: 0.0
TOTAL: 1.0	TOTAL: 1.0
Total in Words: ONE RUPEES ONLY	Total in Words: ONE RUPEES ONLY
Date(DD-MM-YYYY): 06-04-2016	Date(DD-MM-YYYY): 06-04-2016
Transaction Id: 1391208399541	Transaction Id: 1391208399541
Signature of remitter:	Signature of remitter:

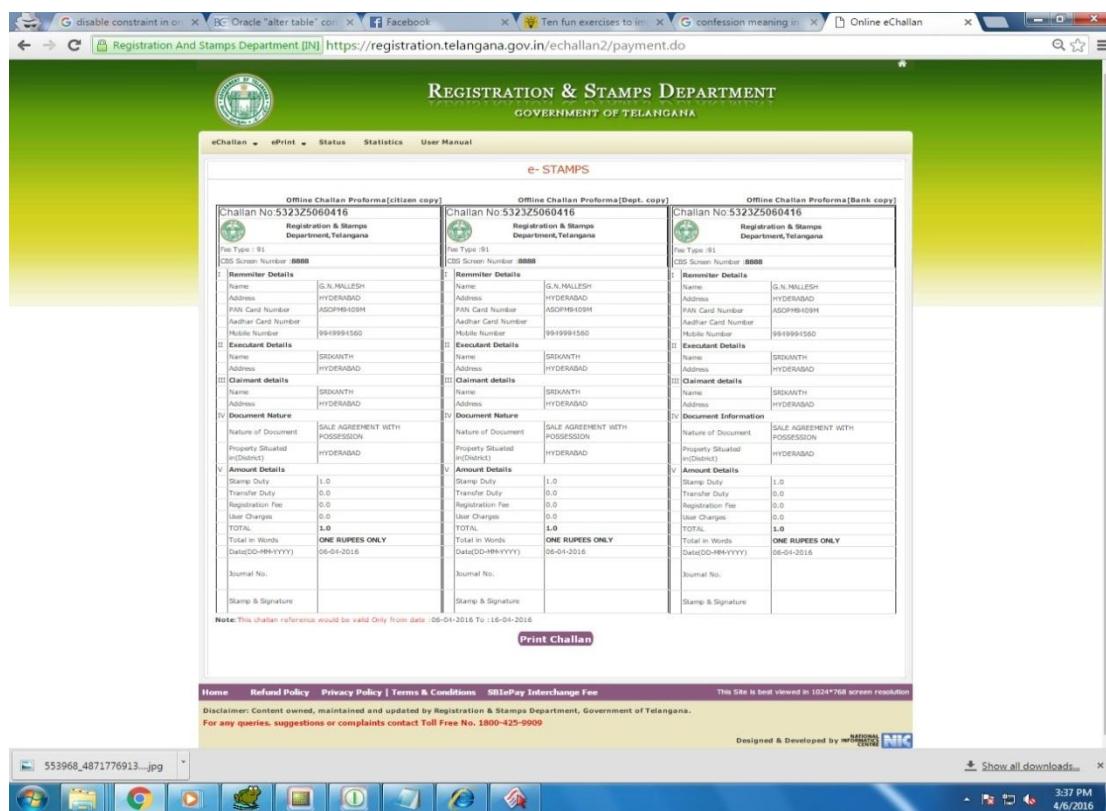
Note: This challan reference would be valid Only from date :06-04-2016 To :16-04-2016

Print Challan

Home Refund Policy Privacy Policy | Terms & Conditions SBI ePay Interchange Fee This Site is best viewed in 1024*768 screen resolution

Disclaimer: Content owned, maintained and updated by Registration & Stamps Department, Government of Telangana.

5. If user chooses Offline mode, the system renders challan in triplicate and user has to print the same and visit any SBH Branch for making payment. Then SBH verifies challan details online using the challan number printed on it and collects the amount; and manually adds the Journal Number on the challan and affixes signature and seal. SBH Branch retains Bank Copy of the Challan and returns Party copy and SRO copy of the Challan to the user. User has to submit SRO copy of Challan along with document to the Sub Registrar at the time of registration.



The screenshot shows the e-STAMPS Online eChallan interface. It displays three triplicate challans for Offline mode. Each challan contains the following information:

Challan No.	Name	Address	PAN Card Number	Mobile Number
532325060416	G.N.MALLESH	HYDERABAD	ASGPHB109H	9919991560
532325060416	G.N.MALLESH	HYDERABAD	ASGPHB109H	9919991560
532325060416	G.N.MALLESH	HYDERABAD	ASGPHB109H	9919991560

Document Nature: SALE AGREEMENT WITH POSSESSION HYDERABAD

Amount Details:

Stamp Duty	Transfer Duty	Registration Fee	User Charges	TOTAL
1.0	0.0	0.0	0.0	1.0
1.0	0.0	0.0	0.0	1.0
1.0	0.0	0.0	0.0	1.0

Note: This challan reference would be valid Only from date : 06-01-2016 To : 16-01-2016

Print Challan

At the bottom, there is a note: "This Site is best viewed in 1024*768 screen resolution". Below that, a disclaimer: "Disclaimer: Content owned, maintained and updated by Registration & Stamps Department, Government of Telangana. For any queries, suggestions or complaints contact Toll Free No. 1800-425-9909".

Note: 1) In the offline mode, after generating eChallan by the party, it usually takes at least 20 minutes time for the information to appear in the SBH branches. Therefore, the parties are advised to visit the SBH branch of their choice 30 minutes after generating the challan. After payment of amounts in the SBH branch, it may take a maximum of 30 minutes time for the electronic transfer of information from SBH to the SRO. Therefore, parties are advised to visit SRO 30 minutes after payment in SBH.



2) The SRs are advised to assist the parties whenever party comes with a request for generation of challan. The SR and his Staff shall assist the parties in generating the challans to be used in offline mode and they shall treat it as part of their official duty.

ii) SUB REGISTRAR OFFICE SIDE.

- 1) During the Checkslip stage an option has been provided at the end of the checkslip entry level and cash receipt level to verify such challan payment particulars. The Sub Registrar can select any one of these options to verify payment particulars. The 12 digit code appearing on the challan and 5 digit pass code revealed by the party shall be entered to get the payment details. If the entered numbers/codes are tallied, the system automatically renders the details of amounts paid for comparison with document details. Then the Sub Registrar shall verify the "amount to be paid" details and "amount paid" details besides the names of executant and claimant provided under the "payment details" form and click on **TALLIED** button, if details are tallied so as to consume the payment details. At this point "**SAVE**" button is enabled and the SR shall click this **SAVE** button. This step will deface the challan for ever rendering it not reusable. If there are minor variations in the challan details like different spellings, nature of instrument, the SR may ignore and proceed to accept the challan if other details are fully tallied. If the amount paid is not sufficient, the SR shall accept and click **TALLIED** button and **SAVE** button, but ask the party to pay the remaining amounts through another challan. The system will accept more than one challan for completing the registration of a single document. If variation in the challan and document details are substantial like parties names are not tallied at all, then the SR shall reject the challan and he shall not click **TALLIED** button. Then he shall ask the party to pay the amounts afresh.



Inspector General of Registration & Stamps

Action Help Exit Window

Check Slip Details CARD NIC 15 Ranga Reddy 1512 Malkajgiri Presentation

Duty Figures

Sale Agreement (Y/N): <input type="checkbox"/>	Sale Agreement Stamp duty / Duty paid in respect of <input type="text"/> Mortgage
Sec. 16 Enclosed (Y/N): <input type="checkbox"/>	
SEC88 (Y/N): <input type="checkbox"/>	
SEC88 NAME: <input type="text"/>	Stamp duty Payable: 1,920
SEC88 DESIGNATION: <input type="text"/>	Transfer duty Payable: 720
SEC88 DEPARTMENT: <input type="text"/>	Regn fee Payable: 240
Stamp Duty Borne by Doct: 200	DSD Payable: 1,720
Final Chargeable Value: 48,000	User Charges: 95
Other Fee: 0	

Payment Details Yes No

Cash Receipt

Amount to be Paid By:	<input checked="" type="radio"/> Cash <input type="radio"/> Challan <input type="radio"/> DD <input type="radio"/> E-Challan
Deficit Stamp Duty: 0	Challan No: <input type="text"/>
Transfer Duty: 0	Challan Date: <input type="text"/>
Registration Fee: 0	
User Charges: 0	
Vat: 0	
Total: 0	0

Save Checkslip Print Cash Receipt Print

Record: 1/1 ... OSC

Inspector General of Registration & Stamps

Action Help Exit Window

Check Slip Details CARD NIC 15 Ranga Reddy 1512 Malkajgiri Presentation

Duty Figures

Sec. 16 Enclosed (Y/N): <input type="checkbox"/>	Duty paid in respect of <input type="text"/> Mortgage
SEC88 (Y/N): <input type="checkbox"/>	
SEC88 NAME: <input type="text"/>	Stamp duty Payable: <input type="text"/>
SEC88 DESIGNATION: <input type="text"/>	Transfer duty Payable: <input type="text"/>
SEC88 DEPARTMENT: <input type="text"/>	Regn fee Payable: <input type="text"/>
Stamp Duty Borne by Doct: 200	DSD Payable: <input type="text"/>
Final Chargeable Value: 48,000	User Charges: <input type="text"/>
Other Fee: 0	

Payment Details Yes No

E-Challan

C-CHALLAN NO.: 8402DC040416	C-CHALLAN BANK NAME: SBH
E-Challan Date: <input type="text"/>	E-Challan Bank Branch: <input type="text"/>
Check-Slip Details	
Remitter Name: <input type="text"/>	S.MOHAN
Executant Name: RAJESH	S.MOHAN
Claimant Name: DHANIA	S.MOHAN
District Name: RANGA REDDY	RANGA REDDY
Doc.Nature: Major Code: 01, Minor Code: 01	Major Code: 01, Minor Code: 01
Stamp Duty: 1720	1
Transfer Duty: 720	0
Registration Fee: 240	1
User Charges: 95	1
VAT: 0	0
Total: 2775	3

TALLIED NOT-TALLIED

Record: 1/1 ... OSC

Inspector General of Registration & Stamps

Action Help Exit Window

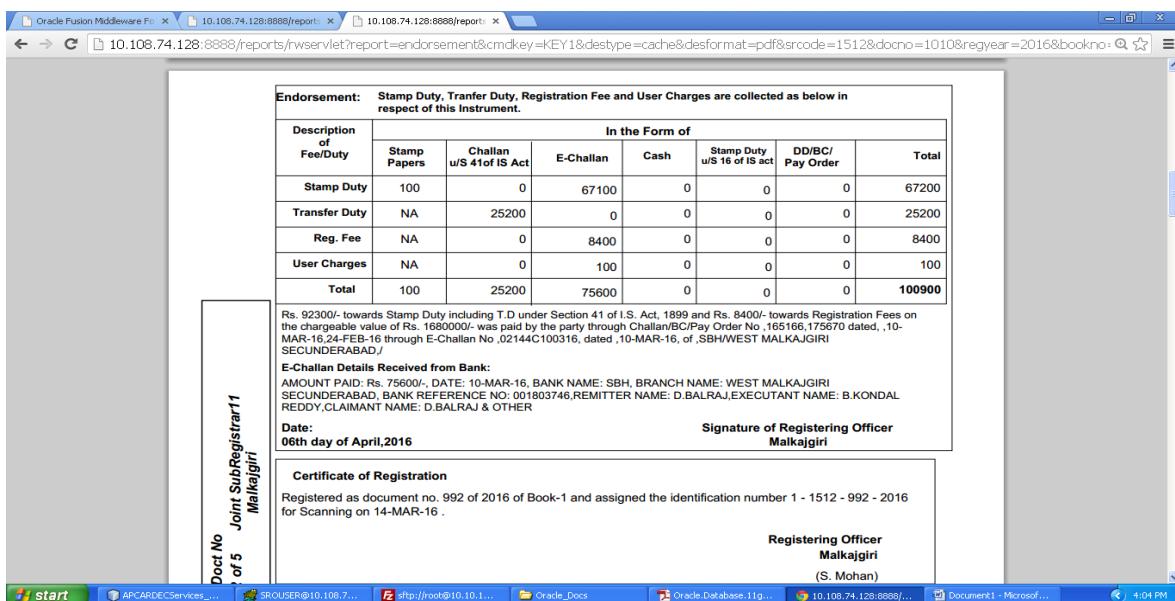
CARD NIC 15 Ranga Reddy 1512 Malkajgiri

Cash Receipt

Checkslip Details		E-Challan Details			
Remitter Name: <input type="text"/>	S.MOHAN	Excutant Name: <input type="text"/>	S.MOHAN		
Claimant Name: SD	S.MOHAN	Dist Name: Ranga Reddy	RANGA REDDY		
Doc. Nature: Major Code: 01, Minor Code: 01	Major Code: 01, Minor Code: 01				
Tallied		Not-Tallied			
Account Details					
Code	Description	Amount To Pay By Challan	By DD	By Cash	By E-challan
1	Registration Fee	240	0	0	1 1
7	Deficit Stamp Duty	1620	0	0	1 7
59	User Charges	95	0	0	1 59
Receipt Total: 2155		0	0	0	3
Amount Already Paid		TD Bifurcation/Allocation			
12 24/03/2016 4		Stamp Duty: 1			
8 03/03/2016 7120		Transfer duty: 0			
14 29/03/2016 4		Name of the Local Body: <input type="text"/>			

Record: 1/1 ... List of Values ... OSC

2) Sub Registrar shall have to scan the challan (offline/online) along with the document. In the cases of using more than one challan by the parties, when the document was kept pending and reverse endorsements are got printed while accepting first challan, then the printing of 2nd and subsequent challan details is not possible, at present. Therefore, the SR shall have to add manual endorsements regarding 2nd and subsequent challans on the document before final scanning. He shall have to scan all the challans with the document. The challans so scanned shall not be treated as part of the document and no sheet numbers shall be assigned to them. An endorsement indicating the details of amounts paid under eSTAMPS challan will be automatically annexed and printed on the reverse endorsement under the payment table.



The screenshot shows a web-based application for stamp duty collection. At the top, there's a navigation bar with tabs for Oracle Fusion Middleware, reports, and a specific report URL. The main content area contains two main sections:

- Endorsement:** A table titled "Stamp Duty, Transfer Duty, Registration Fee and User Charges are collected as below in respect of this Instrument." The table has columns for Description of Fee/Duty, Stamp Papers, Challan u/S 41 of IS Act, E-Challan, Cash, Stamp Duty u/S 16 of IS act, DD/BC/Pay Order, and Total. The data is as follows:

Description of Fee/Duty	Stamp Papers	Challan u/S 41 of IS Act	E-Challan	Cash	Stamp Duty u/S 16 of IS act	DD/BC/Pay Order	Total
Stamp Duty	100	0	67100	0	0	0	67200
Transfer Duty	NA	25200	0	0	0	0	25200
Reg. Fee	NA	0	8400	0	0	0	8400
User Charges	NA	0	100	0	0	0	100
Total	100	25200	75600	0	0	0	100900

- E-Challan Details Received from Bank:** A section containing bank details: AMOUNT PAID: Rs. 75600/-, DATE: 10-MAR-16, BANK NAME: SBH, BRANCH NAME: WEST MALKAJIRI SECUNDERABAD, BANK REFERENCE NO: 001803746, REMITTER NAME: D.BALRAJ, EXECUTANT NAME: B.KONDAL REDDY, CLAIMANT NAME: D.BALRAJ & OTHER.
- Date:** 06th day of April, 2016 **Signature of Registering Officer**: Malkajgiri
- Certificate of Registration:** A section stating "Registered as document no. 992 of 2016 of Book-1 and assigned the identification number 1 - 1512 - 992 - 2016 for Scanning on 14-MAR-16."
- Registering Officer:** Malkajgiri (S. Mohan)

A vertical sidebar on the left lists "Doc No" and "Joint SubRegistrar 11".

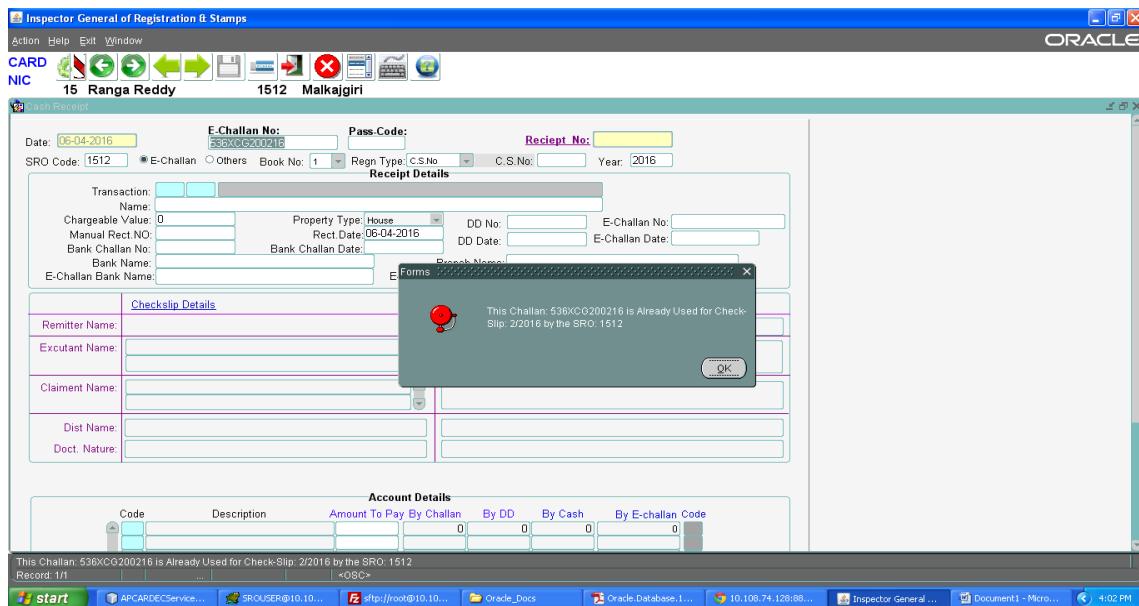
- 3) The challan copies shall be preserved document-wise in the SRO initially for a period of 5 years and furnished to the audit parties/ inspecting officers for verification.
- 4) The cash collected by Sub Registrars/DRs shall be remitted by generating SRO challan. For this purpose a separate challan is designed and provided in CCA. The SR gets 12 digit unique code prefixing his SRO code and a 5 digit passcode to his registered mobile number. The SR shall remit the amount like



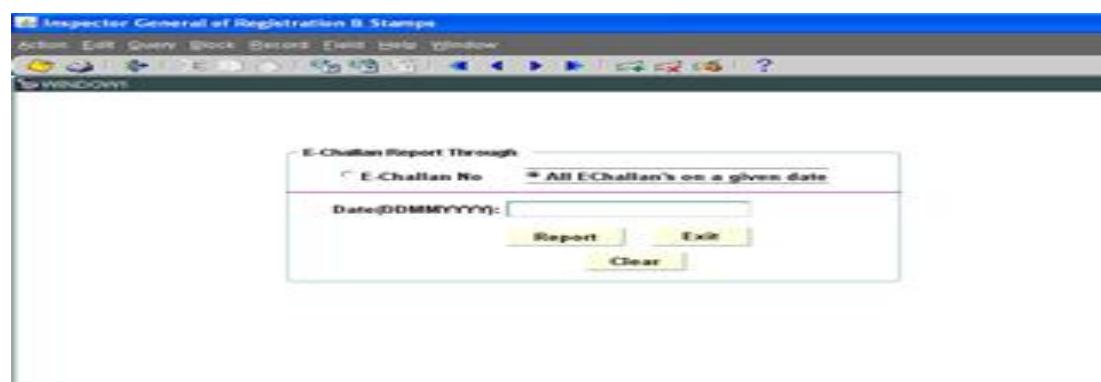
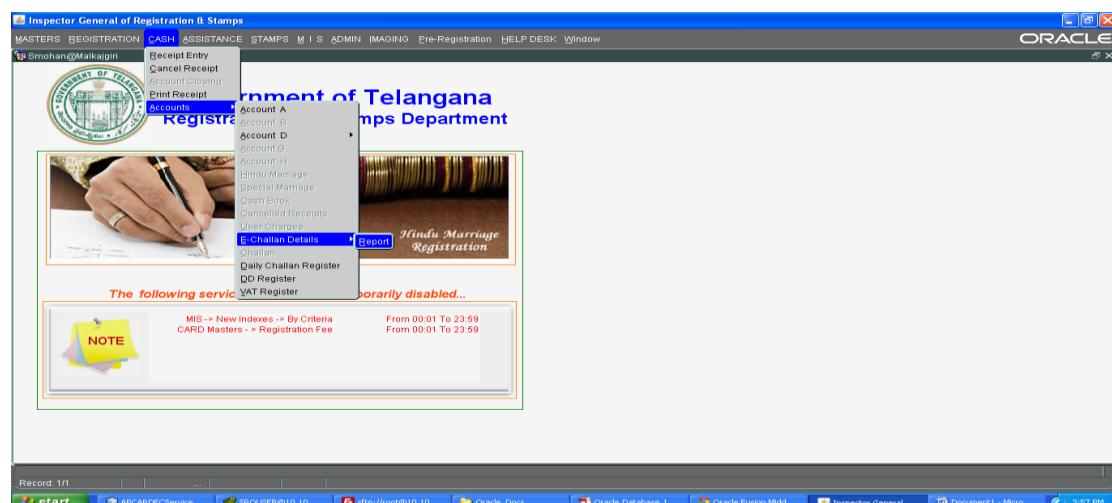
any other user in any SBH branch. He shall make necessary entries of the above said 12 digit code/5 digit pass code and journal number given by SBH branch for the said challan in Account- H and other relevant accounts. The said challan shall be defaced in the system immediately.

- 5) For Stamp Vendors and Franking Machine Licensees, there are separate challans made available in the web site. They need to pay the amounts through the said challans following the above procedure. For Stamp Vendors, the 12 digit unique code is prefixed by SV; and for Franking Machine licensees, the 12 digit unique code is prefixed by FM. The concerned authorised officer, SR or the DR concerned, after confirmation of the payment, shall deface the challan in the system while issuing the stamps or loading the franking machine by feeding the details of indent number and date of issue/loading and make necessary entries in the relevant registers.
- 6) In respect of the amounts payable for the purposes other than registration such as validations, franking of documents etc, there is a separate challan provided in the web site to be used titled as "Non Registration Challan". The 12 digit unique code is prefixed under this challan with NR. The SR/DR shall deface the challan in the system by entering the indent number in case of franking or giving file number in case of validation of documents under the provisions of Indian Stamp Act, 1899 soon after rendering the service or after adding the certificate etc.

Note: 1) In case, an already used challan is presented before the SR, CCA gives an alert indicating that the given challan is already used for a particular CS No. of particular Sub-Registrar office. If SR feels that the parties are resorting to fraud, then he shall immediately inform the higher officials and simultaneously lodge a case in the jurisdiction police station.



2) Reports can be generated by each SRO to view “Used Challan” details, CS Number and regular document number pertaining to that office.





Oracle Fusion Middleware Fo 10.108.74.128:8888/report... 10.108.74.128:8888/reports/rwservlet?report=u_sro_echallan.rdf&cmdkey=KEY1&destype=cache&desformat=pdf&srd=1512&entry_dt=01-04-2016

Government of Telangana
Registration and Stamps Department

SRO Wise Used E-Challan Report

Run Date : 06-04-2016

Page : 1

SL No:	E-Challan No	E-Challan Date	SRO Name	Book No	CS No/Reg Year	Cash Receipt No	CashReceipt Date	Regular Doc No/Year	Total amount Paid
1	708B16310316	31-MAR-16	Malkajgiri	1	1276/2016	1473	01-APR-16	1254/2016	12600
									12600

start APCARDECService... SROUSER@10.10... ftp://root@10.10... Oracle_Docs Oracle.Database.1... 10.108.74.128:88... Inspector General... Document1 - Micro... 4:01 PM

- 3) In the new system, there is no requirement to maintain daily challan, pending challan and scroll registers. The amounts are pooled in the current account in the name of Commissioner and IG, Telangana, Hyderabad. The amounts collected under the system are remitted into proper heads of account and reconciled at single point by C&IG's office.
- 4) Hereafter the SRs shall not accept DDs/Bankers Cheques or any other mode of payment from the parties other than eSTAMPS challan now introduced.
- 5) If parties present the challan of earlier system for registration, before accepting it, the SR shall with the help of pending challan register and other records available, ensure that it is unused challan only without any iota of doubt regarding its correctness. The SR shall take utmost care in accepting challans of earlier system and follow all the existing guidelines/orders in accepting them. After the introduction of the new eSTAMPS system, the Internal Audit team shall verify each and every case of this nature and certify in their report that they have verified each such case and found correct. If there is any fraud noticed by the audit party, it shall be brought to the notice of the concerned DR/DIG and also C&IG immediately as a special report.

REFUNDS: The existing refund system shall be mutatis mutandis applicable till a new system if any is ordered by the Government. Therefore, G.O.Ms.No.222, Revenue (Registration I) Department, Dated: 19-02-2005 is the relevant authority for the subject and the same is enclosed as Annexure II. Whenever, a refund is ordered by the competent authority, on receipt of the information, the Sub Registrar or concerned officer shall deface the challan in the system by indicating Proceedings number of the refund order, so that the same challan shall not be used for any other purpose. In all such cases, a register of sanctions made for the refunds has to be maintained to keep track of the matter.

TRANSFER DUTY: In the new system, the Transfer Duty to the local bodies will be allocated by C&IG's office. During registration of documents, the SRO shall select Gram Panchayat/Nagar Panchayat/Municipality/Municipal Corporation/IALA of the concerned revenue village. In the back end, the system will automatically map the respective DDO code of local body. This will enable proper adjustment/transfer of TD. Reports can be generated to view the TD particulars document-wise, SRO-wise, local body-wise.

RESPONSIBILITY OF AUDIT OFFICERS: In the Internal Audit, besides the regular audit functions, there shall be special focus on this system. Audit team shall verify every document and used eChallan details. The audit shall add a certificate that the amounts payable on the documents are tallied with the amounts remitted through this system. The audit team may generate used eChallan report of SRO for verification purpose. If there is any discrepancy, the audit shall highlight the same in the report. If there is any fraud, then a special report shall be submitted to the concerned DR/DIG while submitting a copy of the same to C&IG at once. The audit shall give timely inputs so that a fool proof and



better system is evolved by making necessary changes in the eSTAMPS module.

G.O.Rt.No. 18, Revenue (Registration I) Department, dated: 8.1.2016 ordering the new system is enclosed as Annexure III.

Sd/- Ahmad Nadeem,
Commissioner and Inspector General of
Registration and Stamps, Telangana, Hyderabad.

To

All The Deputy Inspectors General (R&S).

All the District Registrars.

All the District Registrars (MV& A).

All the Sub-Registrars/Audit Sub-Registrars/Chit Registrars.

All the Officers/ Sections of C&IG, R&S Office.

Spare .

//f.b.o//

Superintendent

Annexure I, II and III

35

GOVERNMENT OF ANDHRA PRAESH **ABSTRACT**

Registration and Stamps Department – Measures to prevent circulation of fake stamps
– Restriction on use of Non-Judicial Stamps upto Rs.100/- denomination – Payment of remaining Stamp Duty through the designated Branches of State Bank of Hyderabad in respect of Sub Registrar Offices in Hyderabad District and some of the Sub Registrar Offices in Ranga Reddy District – Permission Accorded – Orders – Issued.

REVENUE (REGISTRATION.I) DEPARTMENT

G.O.Ms.Mo.953

Dated:10-09-2003.

Read the following:-

1. From the Inspector General of Registration and Stamps, A.P., Hyderabad Letter No.G1/16619/2002, dt: 06.3.2003.
2. From the Inspector General of Registration and Stamps, A.P., Hyderabad Letter No.G1/16619/2002, dt: 06-09-2003.

ORDER:

In the letters first and second read above, the Inspector General of Registration and Stamps has stated that in the Review Meeting, it was decided to restrict the use of Non-Judicial Stamp Papers for the documents upto Rs.100/- denomination only and collection of the remaining stamp duty through the designated branches of State Bank of Hyderabad, to prevent circulation of fake stamps and minimize handling of cash at Sub Registrar Office level and also to avoid non-availability of stamps to the public. He has, therefore, proposed to implement this initially in 11 Sub Registrar Offices in the Twin cities and some other Sub Registrar Offices surrounding Hyderabad City situated in Ranga Reddy District and to extend the same in the entire State.

2. The Deputy General Manager, State Bank of Hyderabad has also consented to participate in the collection of stamp duties as desired by the Department and offered to remit the collections into the State Bank of Hyderabad, Treasury Branch without any float. The Deputy General Manager, State Bank of Hyderabad has stated that:

- (1) The Branches authorised to collect the stamp duty will open a current account in the name and style of "**Stamp Duty Collection A/c**".
- (2) The Stamp duty/registration fee paid by the general public is credited to this account on the strength of cash receipt, thus this account reflects party wise credits for each day.
- (3) In the narration column against each entry, the name of the party will be mentioned for information and easy reconciliation.
- (4) The above current account is treated as a proforma current account for the purpose of accounting the above transactions only.

- (5) There will not be any debits to this account other than transfer of funds for the credit of Government Account at the closure of Government business hours every day.
3. The Inspector General of Registration and Stamps has also stated that he will work out the Operational modalities in consultation with State Bank of Hyderabad and State Bank of India and other nationalized banks in the State. He has, therefore, requested to issue orders for restricting the use of Non-Judicial Stamps upto Rs.100/- denomination for the documents till the security features are improved and collection of remaining stamp duty including transfer duty through the designated branches of State Bank of Hyderabad initially in respect of 11 Sub Registrar Offices in the Twin Cities and some other Sub Registrar Offices surrounding Hyderabad City situated in Ranga Reddy District and to extend the same in the entire State to prevent loss of revenue to State in respect of circulation of fake stamps of higher denomination and also to avoid inconvenience to the registering public.
4. Government after careful consideration, hereby accord permission to the Inspector General of Registration and Stamps to restrict the use of Non-Judicial Stamps upto Rs.100/- denomination only for the documents and for collection of remaining stamp duty including transfer duty through the designated branches of State Bank of Hyderabad initially in respect of 11 Sub Registrar Offices surrounding Hyderabad City in Ranga Reddy District.
5. The Inspector General of Registration and Stamps is also accorded permission to work out operation modalities for payment of money into Government Treasury through the designated branches of State Bank of India / Hyderabad / Nationalised Banks in respect of the remaining Sub Registrar Offices in the State for depositing the remaining stamp duty amounts.
6. The Inspector General of Registration and Stamps is requested to take necessary further action in the matter accordingly.
7. This order issued with the concurrence of Finance Department vide their U.O.No.2157/PFS/2003, Dated: 03-05-2003.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**N.S.HARIHARAN
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Inspector General of Registration and Stamps,
A.P., Hyderabad

// FORWARDED:: BY ORDER//

Sd/-xxxxxx
SECTION OFFICER.

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Registration and Stamps Department-Indian Stamp Act, 1899 and Registration Act, 1908-Payment of registration charges through Challans through designated branches of State Bank of India / State Bank of Hyderabad and Nationalised Banks – Refund of amounts paid through Challans – Instructions – Orders – Issued.

REVENUE (REGISTRATION.I) DEPARTMENT

G.O.Ms.No.222. Dated: 19.02.2005.

Read the following:-

1. G.O.Ms.No 53, Revenue (Regn.I) Dept., dt. 10.09.2003.
2. G.O.Ms.No 58, Revenue (Regn.I) Dept., dt. 13.09.2003.
3. From the Commissioner & Inspector General of Registration and Stamps Letters No.G1/16619/2003, dt. 10.04.2004 and dt.29.09.2004.

-:::-

ORDER:-

In the G.Os. first and second read above, orders were issued restricting the use of Non-Judicial Stamp Papers upto **Rs.100/-** denomination only for the documents and for collection of the remaining stamp duty including transfer duty, etc., through Challans through the designated branches of State Bank of India / State Bank of Hyderabad / Nationalised Banks in the entire State as a precautionary measure to prevent circulation of fake stamps.

2. The Commissioner & Inspector General of Registration and Stamps in his letter third read above has submitted that consequent on issuing orders by the Government, rules were framed streamlining the payment of Stamp Duty, Registration Fee, etc., through Challans, in the designated Bank Branches. Earlier, there were provisions for the refund of stamps under sections 49 to 54 of the Indian Stamp Act, 1899, in case the stamps were not used, for the purpose meant for, whereas, there is no such provision to refund the amounts so paid through Challans under sections 41 and 42 of the Indian Stamp Act, 1899 (Central Act II of 1899).
3. The Commissioner & Inspector General of Registration and Stamps has also stated that in the recent times, after the introduction of "Payment of duties through Challans", appeals for the refund of duties paid through Challans, are being received from the registering public. But, due to lack of well designated procedure, modalities, provisions with due legalities, the refunds could not be made to the registering public. Keeping in view the public grievances and inconvenience, the Commissioner & Inspector General of Registration and Stamps has submitted proposals for refund of Stamp Duty amounts paid through Challans.
4. Government after careful consideration, hereby accept the proposal of the Commissioner and Inspector General of Registration and Stamps and order the.

....2.

::2::

procedure and terms and conditions for refund of difference of stamp duty paid through Challans as mentioned below:

I. PROCEDURE FOR REFUND OF STAMP DUTY:

- (1) The parties have to apply to the concerned District Collector/Sub Collector/Deputy Collector/Revenue Divisional Officer/Mandal Revenue Officer under Section 2 (9) of the Indian Stamp Act, 1899 through the Sub-Registrar duly mentioning the reasons for seeking refund along with challan and receipt in original issued by the designated Bank Branch.
- (2) The Sub-Registrar on receipt of such application should verify the records (Bank's Scroll, pending challan register, etc.) and satisfy himself that the challan and receipt are genuine and were not utilized in any manner. He should submit a certificate to that effect to the District Collector / District Revenue Officer / Deputy Collector / Revenue Divisional Officer / Mandal Revenue Officer at the time of forwarding the applications for refund with a specific note that the challan in question is still pending in Challans Register.
- (3) The District Revenue Officer / Deputy Collector / Revenue Divisional Officer / Mandal Revenue Officer concerned after due scrutiny, issue proceedings for refund of the amounts remitted into the designated Banks through Challans under the Head of Account of Stamp Duty.

II. TERMS AND CONDITIONS FOR REFUND OF STAMP DUTY:

- (1) The claim for refund shall be submitted by the person, for whom the payment was made, before the Revenue Official competent (as per Section 2 (9) of the Indian Stamp Act, 1899) under whose jurisdiction the designated Bank Branch is situated through the Sub-Registrar duly mentioning the reasons for seeking refund along with proof of identify, challan in original and receipt in original issued by the designated Bank Branch.
- (2) The party shall enclose the sale deed executed etc., as an evidentiary material to the payment of remaining stamp duty, by means for challan through Bank.
- (3) The challan for refund shall be accompanied with Certificates:-
 - (a) from the concerned Bank that the money was remitted;
 - (b) from the concerned Sub-Treasury Officer that the money was remitted into Government Treasury under proper Head of Account; and
 - (c) from the concerned Sub-Registrar that the challan was not utilized for registration.
- (4) In case, the challan is used and refund of excess amount is claimed, orders will be issued by the Government, such refund is claimed within the same financial year, and it may be allowed as per the instructions contained in G.O.Ms.No.195, Finance (TFR) Department, dt.24.05.1989.

3.

(39)

::3::

- (5) (a) The refund shall be permitted for a period of three months from the date of issue of these orders in respect of existing challans as per note below SR 27 under T.R. 16 after deducting 10% of the total stamp duty paid through the Challan.
- (b) The refund shall be permitted for one more month (4th month) as grace period with a deduction of 20% of the total Stamp Duty paid through the Challan.
- (6) Validity period of Challan may be restricted to 4 months only from the date of payment to avoid public hardship, litigation and administrative problems in reconciliation, verification of old challans etc.
- (7) In respect of Registration Fee and User Charges for the services not rendered, the total amount is refundable by the District Registrar concerned as per R.R.185.
- (8) In respect of Transfer Duty in Municipal Corporation areas, if the transfer duty amount is remitted into Municipal Corporation account, refund shall be ordered following the same procedure relating to Stamp Duty as mentioned above.
- (9) The concerned Revenue Officer who is competent, after due scrutiny shall issue proceedings for refund of the eligible amounts of stamp duty remitted into the designated Banks through Challan under Head of Account of Stamp duty.
- (10) The competent authority shall invariably adhere to the above rule position and pass well reasoned speaking order with utmost caution at the time of issuing refund order.

5. The Commissioner & Inspector General of Registration and Stamps is requested to take further necessary action in the matter accordingly.

6. This order issues with the concurrence of Finance (Expr. Rev.) Department vide their U.O.No.3314/41/A2/Expr.Rev./05, dt. 14.02.2005.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

N.S.HARIHARAN
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
 The Commissioner & Inspector General of
 Registration and Stamps, A.P., Hyderabad.
 The Special Chief Secretary & Chief Commissioner of
 Land Administration, A.P., Hyderabad.
 The Director of Treasuries and Accounts, A.P., Hyderabad.
 All Collectors.
 The Accountant General, A.P., Hyderabad.
 Copy to Finance (Expr.Rev.) Department.
 Copy to Law (E) Department.

//Forwarded by order//

Sd/- x x x x,
SECTION OFFICER.

(41)

:4:

Office of the Commissioner and Inspector General
of Registration and Stamps, A.P., Hyderabad.

Endt. No.G1/16619/2003,

Dated 02-03-2005.

Communicated for strict compliance. Receipt of the G.O. shall be
acknowledged forthwith.

Sd/- Lal Rosem,
Commissioner & I.G (R&S),
A.P. Hyderabad.

To

All Deputy Inspectors General (R&S), District Registrars, Vigilance Officers,
District Collectors in the state with a request to communicate to All Sub-
Collector/Deputy Collector/R.D.O./M.R.Os., in the State.

Deputy Collectors (Flying Squad) in the State.

All Officers and Sections in Commissioner & I.G's office.

/f.b.o//

SUPERINTENDENT.

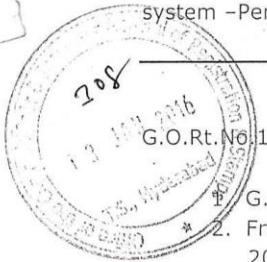
**GOVERNMENT OF TELANGANA
ABSTRACT**

12 JAN 2016

345

56

Revenue (R&S) Dept - Collection of Stamp Duty, Transfer of Property Tax, Registration Fee, User Charges and other sums from the parties - Proposal of SBH to give modern banking facilities through cyber treasury - Fool proof system - Permission - Accorded - Orders - Issued.



REVENUE(REGISTRATION.I)DEPARTMENT

Dt. 08.01.2016

Read the following:

- 1. G.O.Ms.No.953,Revenue(Registration.I) Department,dt.10.9.2003.
- 2. From the C&IG of (R&S), T.S., Hyderabad Lr. No.CARD1/2334/2015, dt.6.11.2015.

ORDER:

In the letter 2nd read above, the Commissioner and Inspector General of Registration and Stamps, Telangana State, Hyderabad has stated that Government issued orders to restrict the use of Non-Judicial Stamps upto Rs.100/- denomination only for the documents and for collection of remaining stamp duty including transfer duty through the designated branches of State Bank of India/ SBH and to work out operation modalities for payment of money into Government Treasury through the designated branches vide G.O. 1st read above. The SBH has taken up of the collection of Stamp Duty ,Transfer Duty, and Registration Fee in respect of all the districts of Telangana region and SBI has taken up the task in Andhra and Rayalaseema regions from September,2003 of erstwhile State of A.P.

2. He has stated that during the implementation of above system the department witnessed certain challenges such as, no flexibility to the party to pay these amounts in any branch of SBH or any bank other than SBH, without having facility of online verification, delay in receiving, sending and verifying scroll every day and delay in transferring funds to Government account, fake pay-in-slips (Challans) resulting in loss of revenue, inconvenience to the department and citizen and huge manual drudgery at the SRO level.

3. The SBH was requested to come up with a solution in the nature of cyber treasury using modern banking systems and technologies so as to overcome the above mentioned challenges. The SBH offered a comprehensive solution for the collection and remittance of registration charges, and submitted proposals along with MoU.

4. The Commissioner and Inspector General of Registration and Stamps, Telangana, Hyderabad has requested the Government to issue necessary orders (i) to accept the proposals of SBH and to enter into an MoU with SBH, so that a modern, better, flexible, citizen friendly and fool-proof system can be in place for collection of SD, RF, TD and User charges from the parties concerned and (ii) to transfer the Transfer Duty amount to the Panchayats, Nagar Panchayats, ILAs and Municipalities as is being done in the case of Municipal Corporations instead of present system.

5. Government after careful examination of the issue in detail hereby accord permission to the Commissioner and Inspector General of Registration and Stamps, Hyderabad to enter into an MoU with SBH, as per terms and conditions furnished along with proposals so as to introduce proposed system of collection of stamp duty, transfer duty and registration fee; and to transfer the Transfer Duty amount to the Panchayats, Nagar Panchayats, ILAs and Municipalities as is being done in the case of Municipal Corporations instead of present system.

PTO

:2:

6. The Commissioner and Inspector General of Registration and Stamps, Hyderabad shall take necessary further action to operationalise the proposed system and issue operational guidelines for its smooth implementation.

7. This order issued with the concurrence of Finance Department vide their U.O. No.1018-A/585/EBS-VII/Rev/2C15, dt. 12.12.2015.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

SHAILENDRA KUMAR JOSHI
PRINCIPAL SECRETARY TO GOVERNMENT(FAC)

To

The Commissioner and Inspector General of Registration and Stamps, Telangana State, Hyderabad.

Copy to:

The Director of Treasuries and Accounts, Telangana, Hyderabad.
The Pay and Accounts Officer, Telangana, Hyderabad.
The Accountant General, Telangana, Hyderabad.
The Finance (EBS.VII) Department, Telangana, Hyderabad
The P.S. to Dy.CM&M(R&S).
The P.S. to Prl. Secretary(R&S) (FAC)

Sf/Sc.

//FORWARDED :: BY ORDER//

abbs
SECTION OFFICER

Office of the Commissioner and Inspector General of Registration and Stamps, Telangana, Hyderabad.

Endt .No.CARD1/2334/2015.

Date 23-01-2016.

1) COMMUNICATED

2) Operational guidelines will be issued in due course of time.

Sd/- V. Srinivasulu,
for Commissioner and Inspector General of Registration and Stamps, Telangana, Hyderabad.

To

All the Deputy Inspectors General (R&S) in the State.
All the District Registrars/Audit in the state.
All the Sub-Registrars in the state through District Registrar concerned.

Copy to: - All the Officers in the C&IG R&S office.
All the Sections in the C&IG R&S office.
Stock file.

// f.b.o//

Lemappa Acharyulu
Superintendent

Q
23/1/16