

“e-Chhawani”

Online Management of Cantonment Boards



Hall Booking

User Manual

Dear Citizen,

[Click here if you have booked **before** 18 Dec 2021](#)

OR

[Click here if you have booked on or **after** 18 Dec 2021](#)

Version 1

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About this Manual

The purpose of this document is to help citizen to submit online application for booking of halls available in cantonment board, make payment, Search for Halls and Download/Print Payment Receipts.

The Hall Booking module allows the citizens to:

- Search and View Available Halls in Cantonment Board**
- Submit online Application for Hall Booking**
- Make Online Payment for Hall Booking**
- Cancel or request for cancellation of Application**

- e. Download/Print the Applications and Payment Receipts
- f. Request for Refund

1. General Functions

1.1 Login into the Application

To login, please go to the following link:

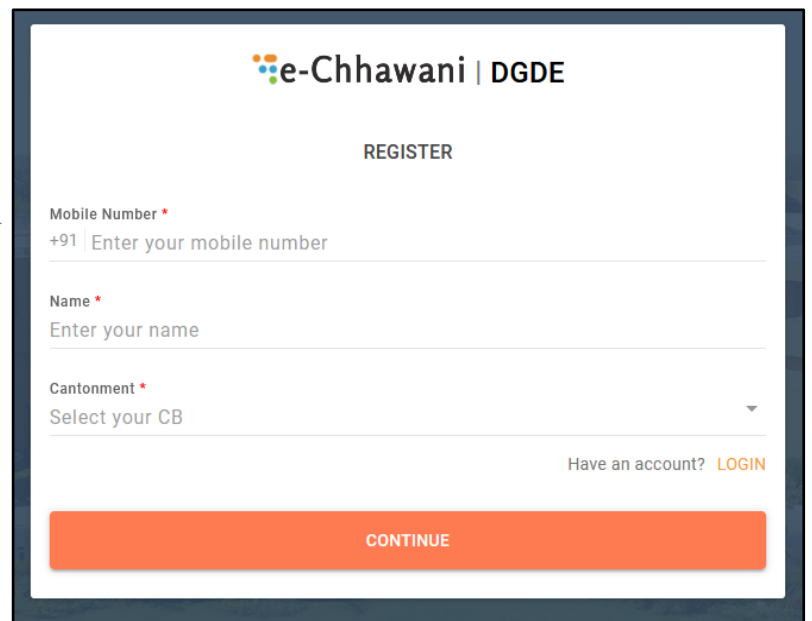
<https://echhawani.gov.in/citizen/>

The citizen lands on the following page. Select the language of choice and click on **Continue**.



The screenshot shows the eChhawani login page. At the top is the eChhawani logo. Below it, the text 'Language | भाषा |' is displayed. There are two buttons: 'ENGLISH' in an orange box and 'हिंदी' in a white box with a black border. Below these is a 'Regional Language' dropdown menu with 'Select' as the current selection. At the bottom is a large orange 'CONTINUE' button.

To Register,
Enters Mobile Number, Name and selects
his/her CB and click on **Continue**.



The screenshot shows the 'REGISTER' page of the e-Chhawani | DGDE system. The page has a white background with a dark blue header. The title 'REGISTER' is centered. Below it are three input fields: 'Mobile Number *' with a placeholder '+91 | Enter your mobile number', 'Name *' with a placeholder 'Enter your name', and 'Cantonment *' with a placeholder 'Select your CB' and a dropdown arrow. To the right of the 'Cantonment' field is a link 'Have an account? LOGIN'. At the bottom is a large orange 'CONTINUE' button.

An OTP will be sent to the entered Mobile Number.

Enter the received OTP and
click on **Continue**.

The screenshot shows the login interface for 'e-Chhawani | DGDE'. At the top, it says 'ENTER OTP'. Below this, a message states 'An OTP has been sent to : 8095459303' with a small icon of a message. Underneath, it says 'Please check your messages'. There is a label 'OTP *' followed by an input field containing the text 'Enter OTP'. To the right of the input field, it says 'Request another OTP in 26 seconds'. At the bottom, there is a large orange button labeled 'CONTINUE'.

On login, the homepage will be displayed on the citizen
screen.

Citizen Services

Complaints

Property Tax

Trade Licence

Water & Sewerage

Lease Renewal

Birth Certificate

Death Certificate

Building Plan Approval

Community Hall Booking

Water Tanker booking

Local Information

My Cantonment

What's New

WATER CONNECTION

Dear hfqf, Your Application WS-AP-TEST/2021-05-02/001145 for a New Water Connection has been rejected. Click here for more details https://13.71.65.215.nip.io/egov-url-shortening/diZZ

3 weeks ago

WATER CONNECTION

Dear BSTC, Your New Water connection against the application WS-AP-TEST/2021-05-21/001401 has been activated. To check your connection details, click here https://13.71.65.215.nip.io/egov-url-shortening/b6fR

3 months ago

WATER CONNECTION

Dear BSTC, Your Modify Water connection against the application WS-AP-TEST/2021-05-23/001405 has been activated. To check your connection details, click here https://13.71.65.215.nip.io/egov-url-shortening/b6fP

3 months ago

For an already registered user, click on “Login”.

e-Chhawani | DGDE

REGISTER

Mobile Number *

+91 | Enter your mobile number

Name *

Enter your name

Cantonment *

Select your CB

Have an account? [LOGIN](#)

CONTINUE

Enter the registered Mobile Number and click **CONTINUE**.

e-Chhawani | DGDE

LOGIN


Mobile Number *

+91 | Enter your mobile number

Don't have an account? [REGISTER](#)

CONTINUE

Enter the received OTP and click on **Continue**.



On login, the homepage will be displayed on the citizen screen.

1.2 Editing the Profile

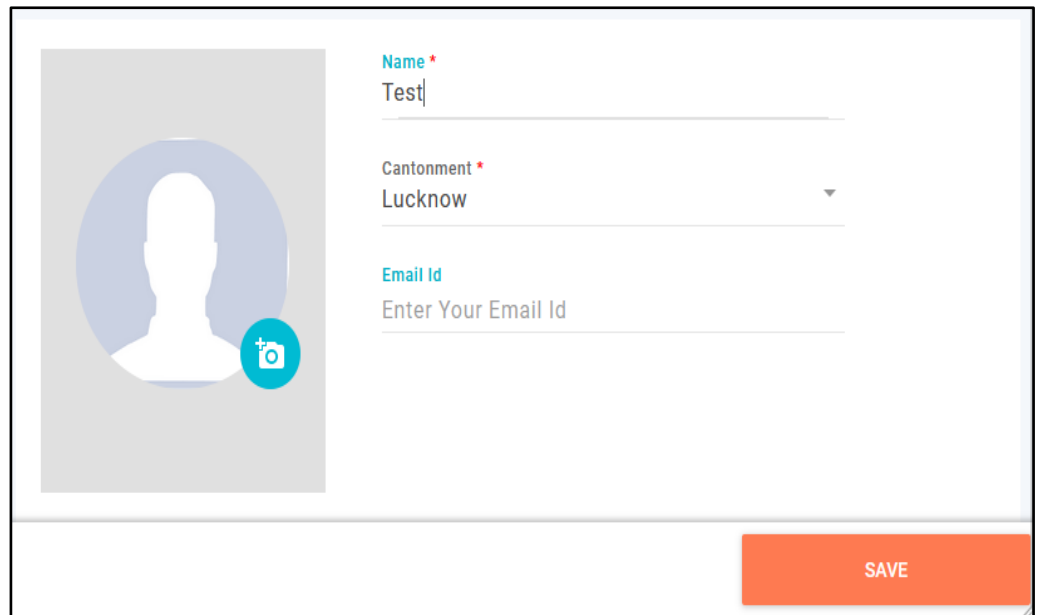
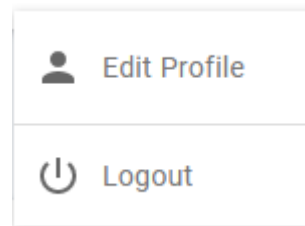
Follow the steps shown below to edit your profile. You can:

- a) Enter/Update Name, Cantonment and Email ID
- b) Upload Profile Photo

1.2.1 Enter/Update Name, Cantonment and Email ID



User sees the “Edit Profile” page where he/she can upload a new profile picture, edit his/her name, Phone Number and Email Id.

The 'Edit Profile' form is enclosed in a black border. On the left is a large grey square placeholder for a profile picture, featuring a white silhouette of a person's head and shoulders. A small teal circular button with a white camera icon is positioned at the bottom right of this placeholder. To the right of the placeholder are three input fields. The first is labeled 'Name *' in teal, with 'Test' entered. The second is labeled 'Cantonment *' in teal, with 'Lucknow' selected from a dropdown menu. The third is labeled 'Email Id' in teal, with the placeholder text 'Enter Your Email Id'. An orange 'SAVE' button is located at the bottom right of the form area.

Name *
Test

Cantonment *
Lucknow

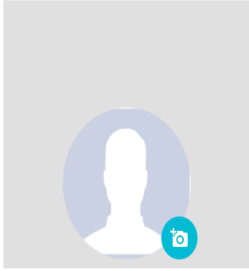
Email Id
Enter Your Email Id

SAVE

1.2.2 Update Profile Photo

To update the profile photo, click on the Camera Icon and save

Edit Profile



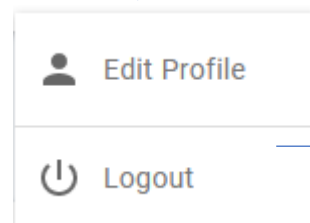
Name *
Bhagya

Cantonment *
Testing

Email Id
Enter Your Email Id

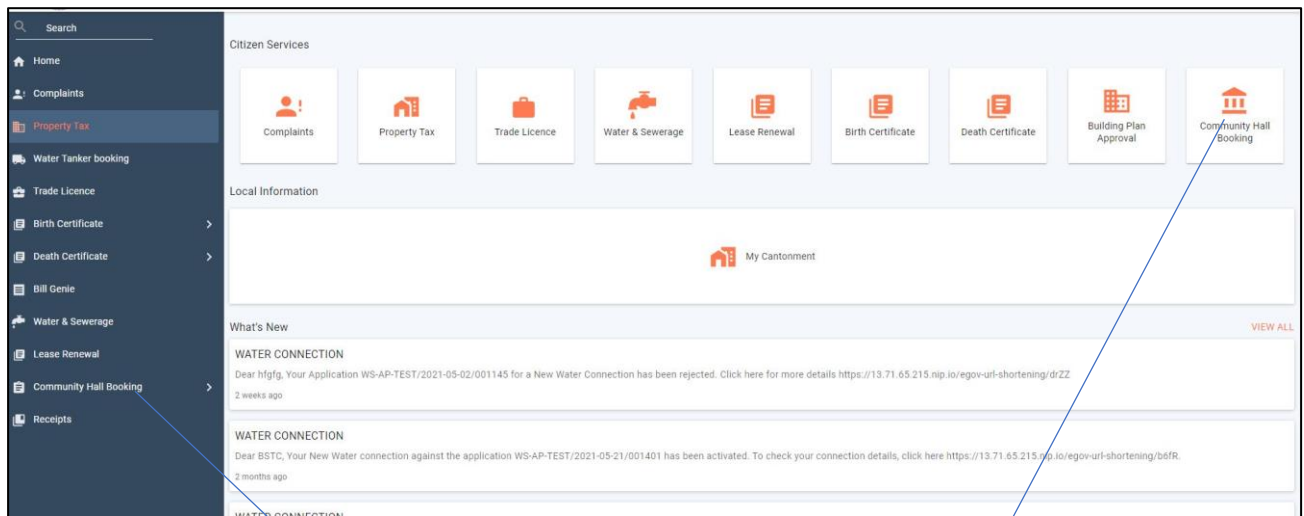
SAVE

1.3 Logout



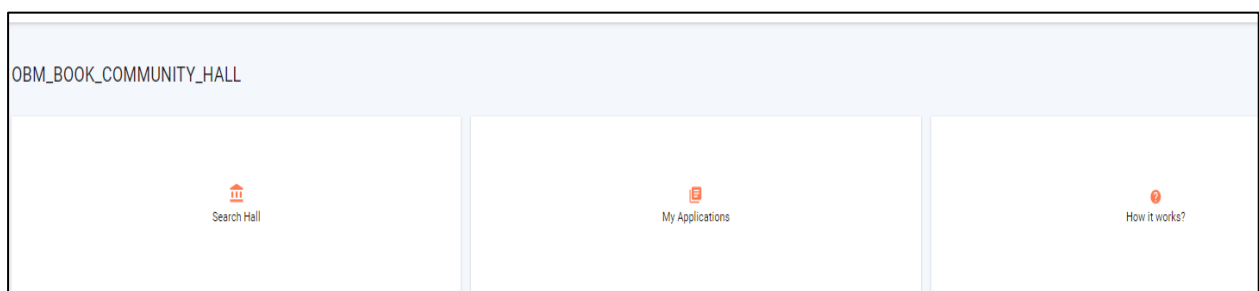
Click on "LOGOUT" to logout of the application

2. Hall Booking

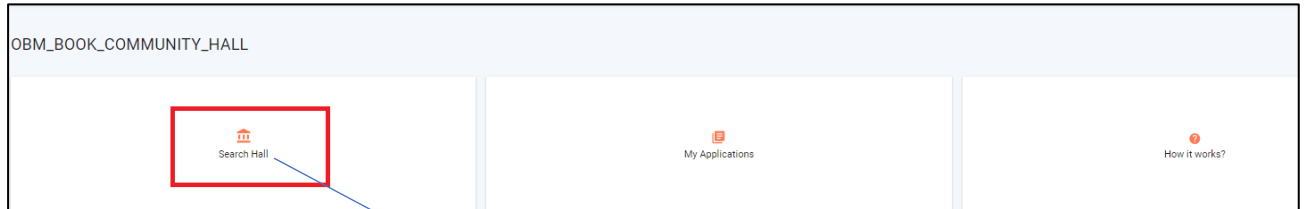


On the Landing page, click on “Hall Booking” to proceed.

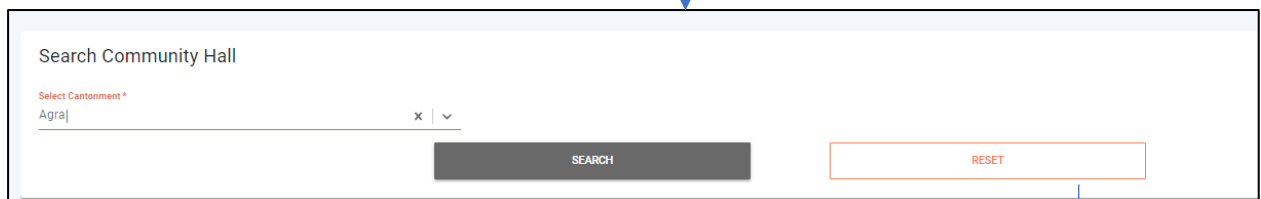
“Hall Booking” screen is displayed.



2.1 Search

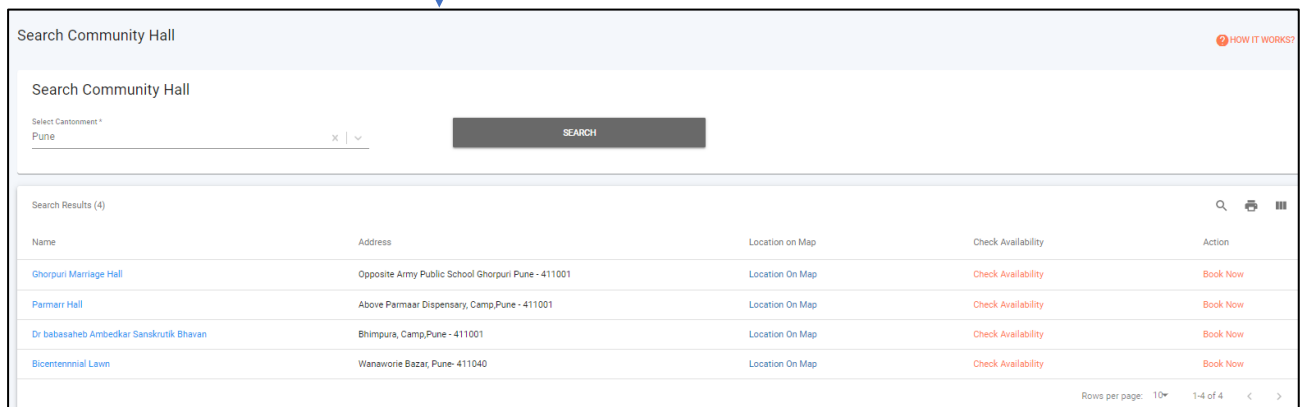


Click on "Search Hall": Search Screen is displayed



Select Your CB, Click on "Search" Button to view the slots available

Click on Reset button to reset the values



2.2.1 Check Availability

Search Community Hall

Search Community Hall

Select Cantonment *
Pune

SEARCH

Search Results (4)

Name	Address	Location on Map	Check Availability	Action
Ghorpuri Marriage Hall	Opposite Army Public School Ghorpuri Pune - 411001	Location On Map	Check Availability	Book Now
Parmari Hall	Above Parmar Dispensary, Camp Pune - 411001	Location On Map	Check Availability	Book Now
Dr Babasaheb Ambedkar Sanskrutik Bhavan	Bhimpura, Camp Pune - 411001	Location On Map	Check Availability	Book Now
Bicentennial Lawn	Wanaworie Bazar, Pune- 411040	Location On Map	Check Availability	Book Now

Rows per page: 10 1-4 of 4

Click on Check Availability to view the Available slots

Click on Book Now to Book the Hall

Name of Hall : Cantonment Marriage Palace

Address : Sadar Bazar New Cantt Allahabad-211001

On Map : Lat: 25.467248 , Long: 81.817147

Description : Marriage Hall is 55610 sq ft. AC rooms with Dining Hall, Kitchen and Storeroom.

Contact No: 9415348012

Rs 102000/- for 23 Hrs Slot from 06:00

August 2021

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Color Code

- Slots Available
- Booked Slots

BOOK NOW CANCEL

Shall Show the Available and booked slots

The Slots Available screen is displayed: View the Slots Available and click on "Book Now" to Book the Hall.

Click on CANCEL to exit from BOOK NOW Screen

2.2.2 Book Hall

I. Enter Booking Details

Booking Details

Name of Hall
Ghorpuri Marriage Hall

Select a date from the calendar below

August 2021						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Color Code
■ Slots Available
■ Booked Slots

Selected Date
Tue Aug 24 2021

Fill the details to know the price

Select Slot *
24-Aug-2021 (06:00) to 25-Aug-2021 (04:00) x | v

Resident Type *
Cant Resident x | v

Special Category *
Cantonment Staff x | v

Purpose *
Marriage | v

Purpose Description (Not less than 10 Characters) *
birthday celebration

Select the date and enter the Booking details: Select the Slot, Resident Type, Special category, Purpose and Enter the Purpose Description

The Estimated Price is displayed. Note that the payment has to be made after the approval of your application by Cantonment Board.

Fill the details to know the price

Select Slot *
24-Aug-2021 (06:00) to 25-Aug-2021 (04:00) x | v

Resident Type *
Cant Resident x | v

Special Category *
Cantonment Staff x | v

Purpose *
Marriage | v

Purpose Description (Not less than 10 Characters) *
birthday celebration

Estimated price (To be paid after approval)
Rs 2500/-

II. Enter Bank Details

Bank Details

Account No. *

Account No:

Repeat Account No. *

Repeat Account No:

IFSC Code *

IFSC Code

Bank Name *

Enter Bank Name

NOC_PAYMENT_BANK_BRANCH_LABEL *

Enter Branch Name

Account Holder Name *

Account Holder Name

Note: This is for refund purposes

Enter the bank Details for refund purpose: Account No, IFSC Code and Account Holder Name. This is captured for the purpose of refund.

III. Upload Documents

Select "UPLOAD FILE" option to upload the required documents.

Upload Documents

Upload Documents

1 Identity Proof *

Select Document Type *

Aadhaar Card

UPLOAD FILE

2 Address Proof *

Select Document Type *

UPLOAD FILE

3 Bank Account Proof *

Select Document Type *

Bank Passbook

UPLOAD FILE

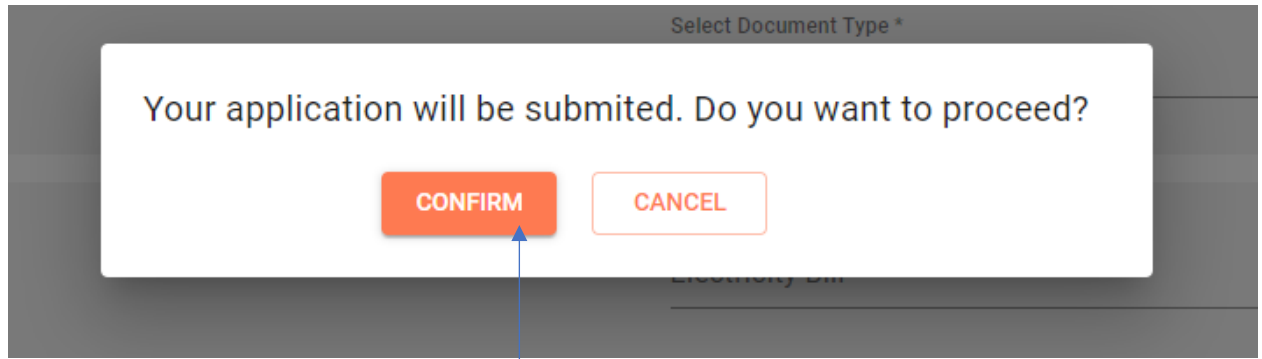
4 Special Category Proof *

Select Document Type *

UPLOAD FILE

OBM_SUBMIT_APPLICATION

After uploading the documents, click on "SUBMIT" Button



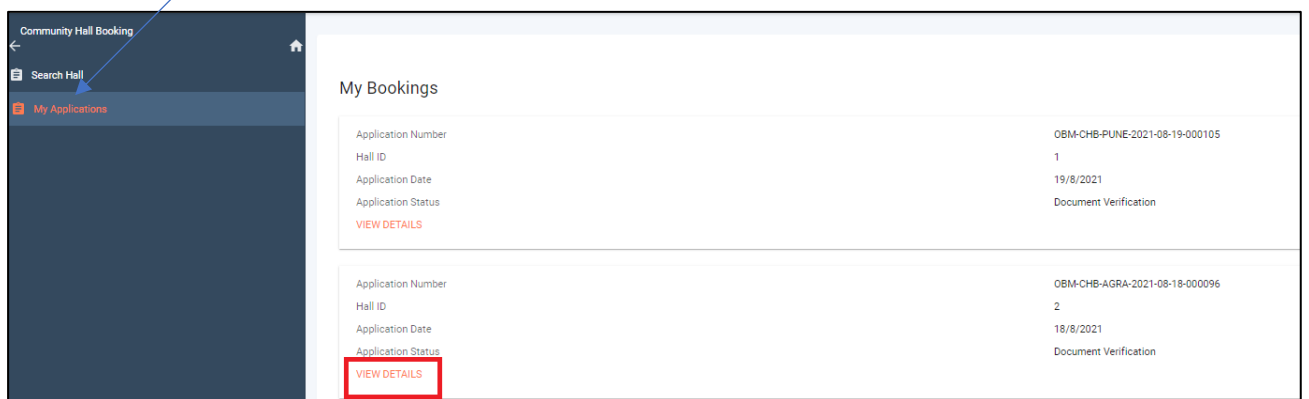
Click on "SUBMIT" Successful Message is displayed along with Application Number



2.2 My Bookings

2.2.1 View Details

To view the status of his/her previous applications click on "My Applications".



Click "View Details", to view the summary of the application.

Task Status

Date: 19/08/2021

Updated By: Bhagya

Status: Document Verification

Current Owner: NA

Comments:

Address Proof [VIEW](#)

Bank Account Proof [VIEW](#)

Identity Proof [VIEW](#)

Special Category Proof [VIEW](#)

Booking Details

Name of Hall: Ghorpuri Marriage Hall

Booking Dates: 24-08-2021 06:00:00 to 25-08-2021 04:00:00

Resident Type: Cant Resident

Special Category: Cantonment Staff

Purpose: Marriage

Purpose Description (Not less than 10 Characters): birthday celebration

Applicant Basic Details

Mobile No: 9449810030

Name of Applicant: Bhagya

Bank Details

Account No: 3412222222

IFSC Code: 3412423141324234

Bank Name:

Account Holder Name: bsrc

Documents

Address Proof Document - 2 [OBM_VIEW](#)

Bank Account Proof Document - 3 [OBM_VIEW](#)

Identity Proof Document - 1 [OBM_VIEW](#)

Special Category Proof Document - 4 [OBM_VIEW](#)

TAKE ACTION

Click "View", to download and view the documents.

2.2.2 View History

Click "View History, to view the History of Application.

Application Number: OBM CHS-ACIRA-2021-08-16-000072

Task Status

Date: 16/08/2021

Updated By: OBM APPROVER

Status: Pending Payment

Current Owner: NA

Comments: Approved

OBM_Document - 1 [VIEW](#)

Booking Details

Name of Hall: Elain Convention Center

Booking Dates: 17-08-2021 11:00:00 to 17-08-2021 14:00:00

Resident Type: OBM_RESIDENTTYPE_NONCANTRESIDENT

Special Category: Cantonment Staff

Purpose: Marriage

Purpose Description (Not less than 10 Characters): marriage

Applicant Basic Details

Mobile No: 9449810030

Name of Applicant: Bhagya

Bank Details

Account No: 3412222222

IFSC Code: 3412423141324234

Bank Name:

Account Holder Name: bsrc

Documents

Address Proof Document - 2 [OBM_VIEW](#)

Bank Account Proof Document - 3 [OBM_VIEW](#)

Identity Proof Document - 1 [OBM_VIEW](#)

Special Category Proof Document - 4 [OBM_VIEW](#)

Pay

Cancel

TAKE ACTION

Application History is displayed

Click on PAY button to Proceed with Payment

Task Status					
1	Document Verification				
	Date 26/08/2021	Updated By Bhagya	Status Document Verification	Current Owner NA	Comments
	Address Proof	Bank Account Proof	Identity Proof	Special Category Proof	
	VIEW	VIEW	VIEW	VIEW	
2	Pending Approval				
	Date 26/08/2021	Updated By Yashwanth	Status Pending Approval	Current Owner NA	Comments verified
3	Pending Payment				
	Date 26/08/2021	Updated By Yashwanth	Status Pending Payment	Current Owner NA	Comments Approve
4	Approved				
	Date 26/08/2021	Updated By Yashwanth	Status Approved	Current Owner NA	Comments

2.2.3 PAY

Payment Information
Consumer Code OBM-CHB-AGRA-2021-08-16-000072

Payment Collection Details

Fee Estimate

CHB_RENT	1000
CHB_RENT_SGST	90
CHB_SEC_DEP	200
CHB_ELECT_FEE	200
CHB_RENT_CSGT	90
CHB_WATER_FEE	10
CHB_CONSER_FEE	10
Total Amount	1600

Total Amount
₹ 1600

Payer Details

Paid By *
Applicant

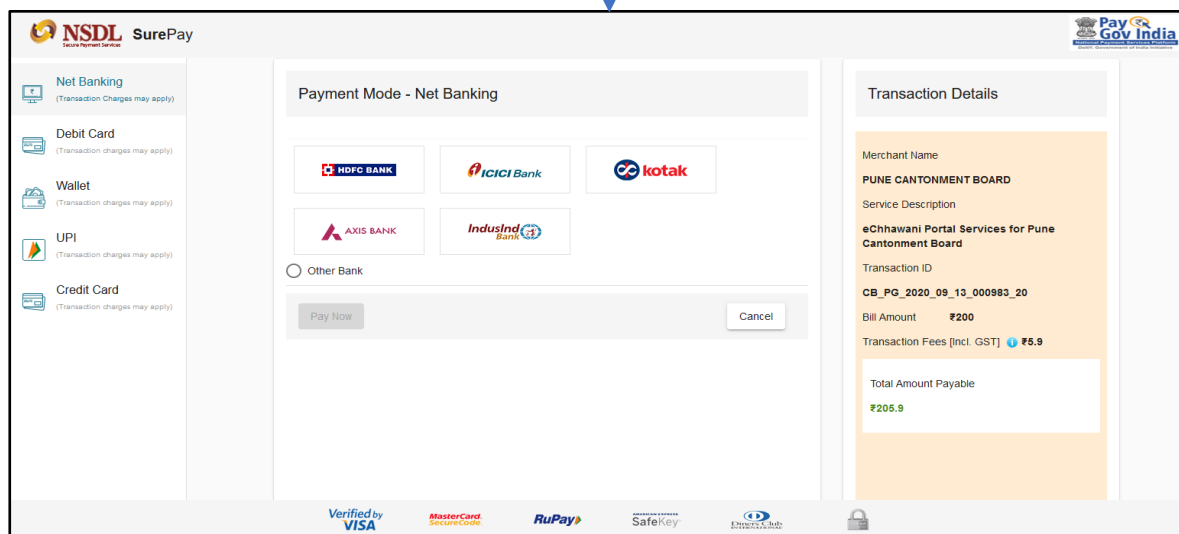
Payer Name *
Bhagya

Payer Mobile No. *
+91 | 9449810030

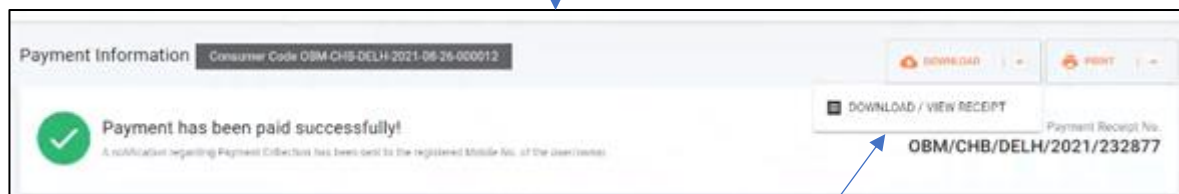
MAKE PAYMENT >

Fee Estimate will be displayed to the citizen to view the fee breakup along with Payer details

Once the fee is reviewed, the citizen can click on "Make Payment" for completing the payment. You will be redirected to the Online Transaction



Payment Successful Message is displayed



The Citizen shall Download/Print the receipts after Successful Payment

Refund: After the completion of Event, the employee shall close the application and initiate for Refund if applicable. The citizen will get back the refund amount

2.2.3 Cancel Application

Before Payment – If you are willing to cancel the application any time before payment:

Click on My Applications: View Details, The application details screen is displayed

Application Number: OBM-CHB-ACRA-2021-08-16-000072

Task Status

Date: 16/08/2021 | Updated By: OBM APPROVER | Status: Pending Payment | Current Owner: NA | Comments: Approved

OBM_Document - 1 [VIEW](#)

Booking Details

Name of Hall: Elaan Convention Center | Booking Dates: 17-08-2021 11:00:00 to 17-08-2021 14:00:00

Resident Type: OBM_RESIDENTTYPE_NONCANTTRESIDENT | Special Category: Cantonment Staff | Purpose: Marriage | Purpose Description (Not less than 10 Characters): maeoooooooooooo

Applicant Basic Details

Mobile No: 9449810030 | Name of Applicant: Bhagya

Bank Details

Account No: 3412222222 | IFSC Code: 3412423141324234 | Bank Name: | Account Holder Name: bstc

Documents

Address Proof Document - 2 [OBM_VIEW](#) | Bank Account Proof Document - 3 [OBM_VIEW](#) | Identity Proof Document - 1 [OBM_VIEW](#) | Special Category Proof Document - 4 [OBM_VIEW](#)

[Pay](#) [Cancel](#) [TAKE ACTION](#)

Click on CANCEL button to cancel the Application:
Cancel Application Screen is displayed

Cancel Application

Comments *

Enter Comments

Supporting Documents

Only .jpg and .pdf files. 5MB max file size.

[UPLOAD FILES](#)

[CANCEL](#)

Enter Comments and upload
required documents if any:
Click on CANCEL

Application Updated Successfully
message shall be displayed

Community Hall Booking

Search Hall | Booking Requests | Search Applications

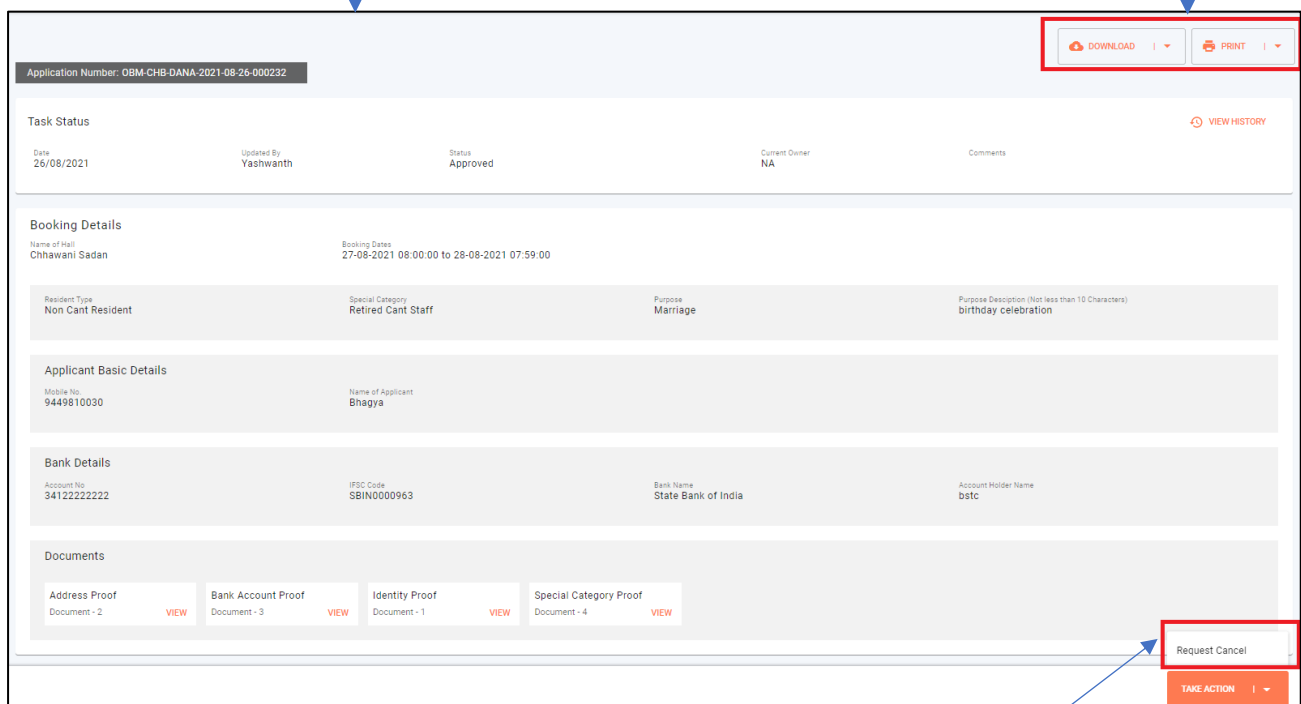
[Application Updated Successfully](#)
The application has been successfully updated

Application Number: OBM-CHB-BARE-2021-08-19-000112

After Payment: If you have made payment, and now you are willing to cancel the application, you can send a request for cancellation. The cancellation request will be approved by the cantonment, and necessary refund (subject to the terms and conditions of the Cantonment Board) will be made initiated.

Click on My Applications: View Details,
The application details screen is
displayed

Click on DOWNLOAD/PRINT
Application



The screenshot shows the application details page for application number OBM-CHB-DANA-2021-08-26-000232. The page includes sections for Task Status, Booking Details, Applicant Basic Details, Bank Details, and Documents. Annotations highlight the 'DOWNLOAD' and 'PRINT' buttons in the top right, and the 'Request Cancel' button in the bottom right corner of the application details card.

Task Status				
Date 26/08/2021	Updated By Yashwanth	Status Approved	Current Owner NA	Comments

Booking Details				
Name of Hall Chhawani Sadan		Booking Dates 27-08-2021 08:00:00 to 28-08-2021 07:59:00		
Resident Type Non Cant Resident	Special Category Retired Cant Staff	Purpose Marriage	Purpose Description (Not less than 10 Characters) birthday celebration	

Applicant Basic Details				
Mobile No. 9449810030	Name of Applicant Bhagya			

Bank Details				
Account No. 3412222222	IFSC Code SBIN0000963	Bank Name State Bank of India	Account Holder Name Bstc	

Documents				
Address Proof Document - 2 VIEW	Bank Account Proof Document - 3 VIEW	Identity Proof Document - 1 VIEW	Special Category Proof Document - 4 VIEW	

[Request Cancel](#)

[TAKE ACTION](#)

Click on Request Cancel button to cancel the
Application: Cancel Application Screen is

Request for Cancel Application X

Comments *

Request for Refund

Supporting Documents

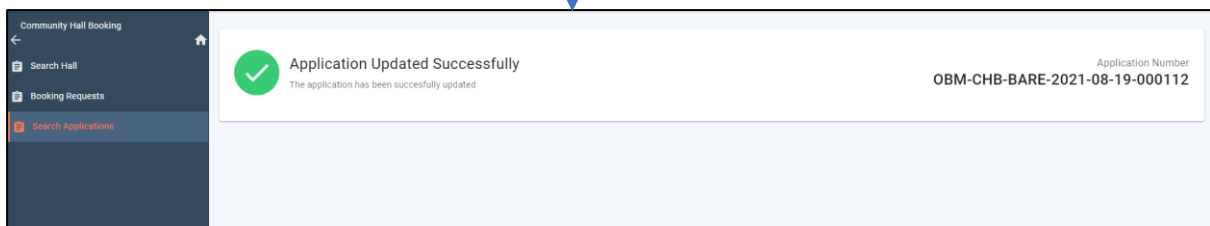
Only .jpg and .pdf files, 5MB max file size.

UPLOAD FILES

REQUEST CANCEL

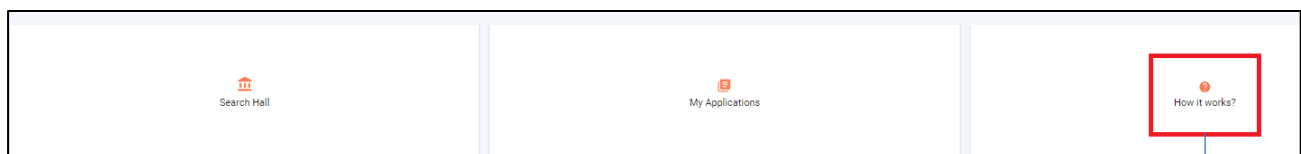
Enter Comments and upload required documents if any:
Click on CANCEL

Application Updated Successfully
message shall be displayed



Refund: The employee shall close the application and initiate for Refund. The citizen will get back the refund amount

2.3 How it works?



To view the user manual, click on “How it works?” option.

*****END OF DOCUMENT*****

Version 2

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About this Manual

The purpose of this document is to help citizen to submit online application for booking of halls available in cantonment board, make payment, Search for Halls and Download/Print Payment Receipts.

The Hall Booking module allows the citizens to:

- g. Search and View Available Halls in Cantonment Board**
- h. Submit online Application for Hall Booking**
- i. Make Online Payment for Hall Booking**
- j. Cancel the Application**
- k. Download/Print the Applications and Payment Receipts**

3. General Functions

1.4 Login into the Application

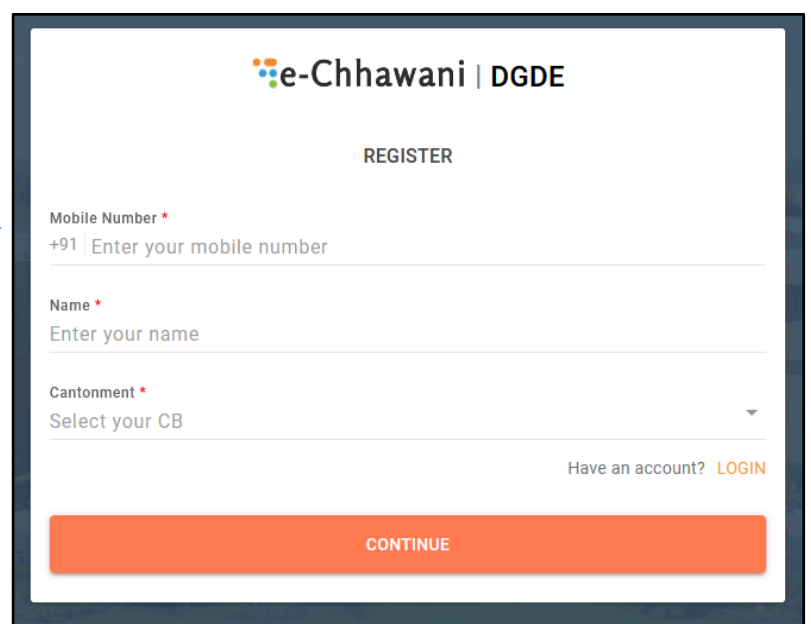
To login, please go to the following link:

<https://echhawani.gov.in/citizen/>

The citizen lands on the following page. Select the language of choice and click on **Continue**.

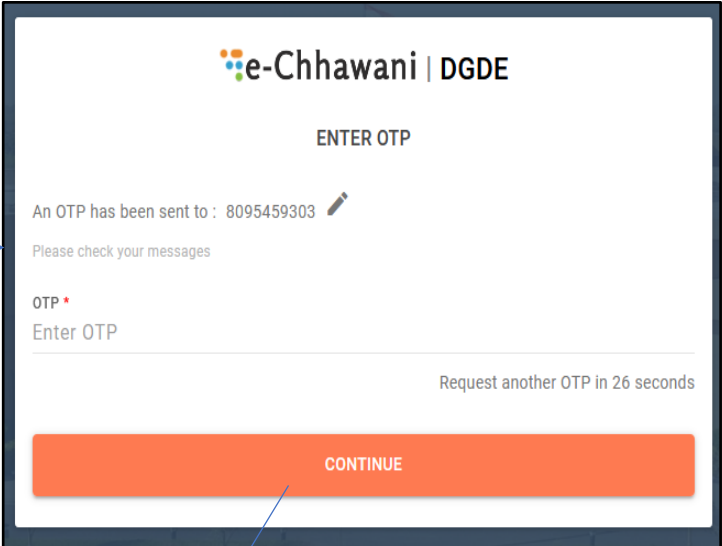


To Register,
Enters Mobile Number, Name and selects
his/her CB and click on **Continue**.













An OTP will be sent to the entered Mobile Number.

Enter the received OTP and
click on **Continue**.




On login, the homepage will be displayed on the citizen
screen.

Citizen Services

 Complaints
  Property Tax
  Trade Licence
  Water & Sewerage
  Lease Renewal
  Birth Certificate
  Death Certificate
  Building Plan Approval
  Community Hall Booking
  Water Tanker booking

Local Information

 My Cantonment

What's New VIEW

WATER CONNECTION
 Dear Hfgf, Your Application WS-AP-TEST/2021-05-02/001145 for a New Water Connection has been rejected. Click here for more details <https://13.71.65.215.nip.io/egov-ur-shortening/d/ZZ>
 3 weeks ago

WATER CONNECTION
 Dear BSTC, Your New Water connection against the application WS-AP-TEST/2021-05-21/001401 has been activated. To check your connection details, click here <https://13.71.65.215.nip.io/egov-ur-shortening/b6fR>
 3 months ago

WATER CONNECTION
 Dear BSTC, Your Modify Water connection against the application WS-AP-TEST/2021-05-23/001405 has been activated. To check your connection details, click here <https://13.71.65.215.nip.io/egov-ur-shortening/b6fP>
 3 months ago

For an already registered user, click on “Login”.

e-Chhawani | DGDE

REGISTER

Mobile Number *
 +91 | Enter your mobile number

Name *
 Enter your name

Cantonment *
 Select your CB

Have an account? [LOGIN](#)

CONTINUE

Enter the registered Mobile Number and click **CONTINUE**.

e-Chhawani | DGDE

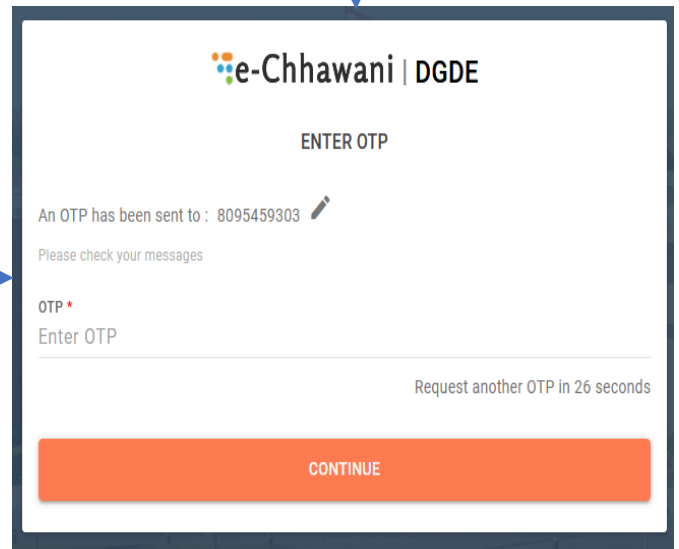
LOGIN

Mobile Number *
 +91 | Enter your mobile number

Don't have an account? [REGISTER](#)

CONTINUE

Enter the received OTP and click on **Continue**.



e-Chhawani | DGDE

ENTER OTP

An OTP has been sent to : 8095459303

Please check your messages

OTP *
Enter OTP

Request another OTP in 26 seconds

CONTINUE

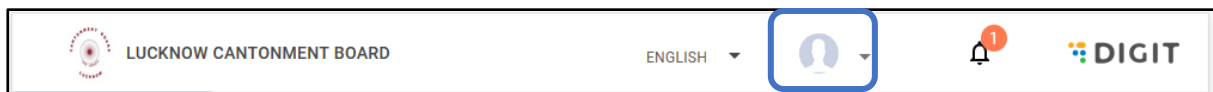
On login, the homepage will be displayed on the citizen screen.

1.5 Editing the Profile

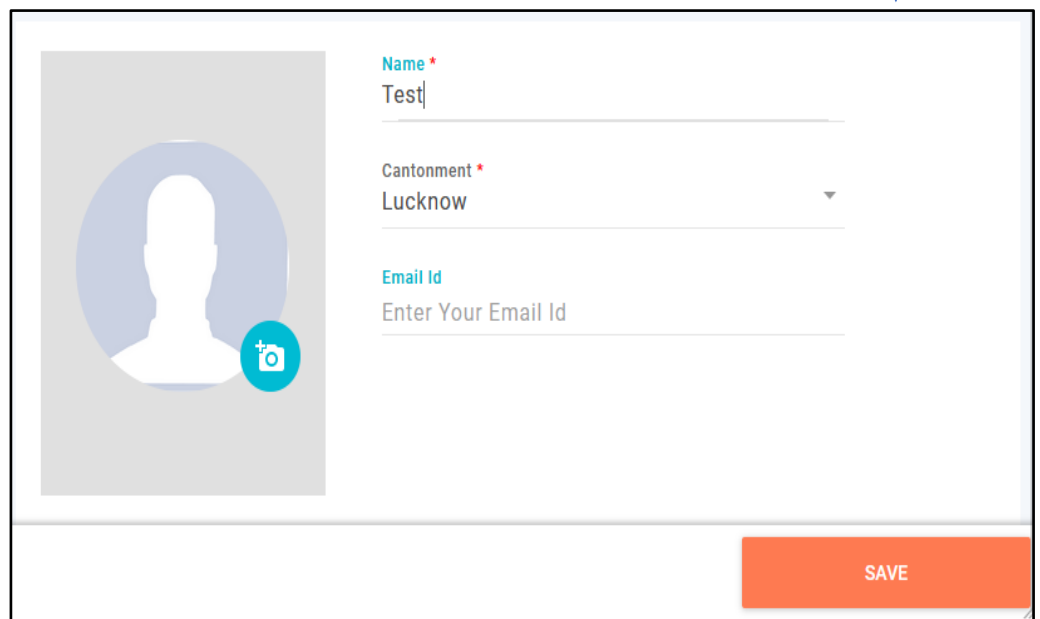
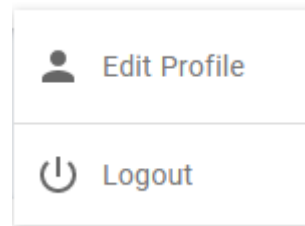
Follow the steps shown below to edit your profile. You can:

- c) Enter/Update Name, Cantonment and Email ID
- d) Upload Profile Photo

1.5.1 Enter/Update Name, Cantonment and Email ID

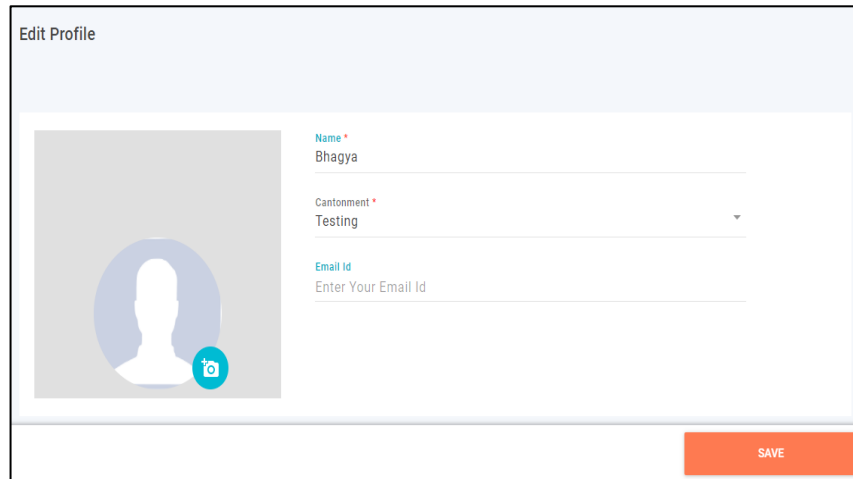


User sees the “Edit Profile” page where he/she can upload a new profile picture, edit his/her name, Phone Number and Email Id.

The 'Edit Profile' form contains a profile picture upload area on the left, which shows a placeholder image and a camera icon. To the right of the upload area are three input fields: 'Name' with a red asterisk, containing the text 'Test'; 'Cantonment' with a red asterisk and a dropdown arrow, containing the text 'Lucknow'; and 'Email Id' with a red asterisk, containing the placeholder text 'Enter Your Email Id'. At the bottom right of the form is an orange 'SAVE' button.

1.5.2 Update Profile Photo

To update the profile photo, click on the Camera Icon and save

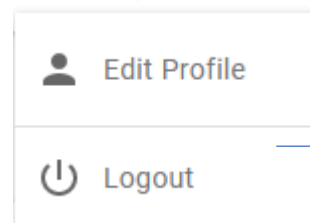


The 'Edit Profile' form contains the following fields:

- Name ***: Bhagya
- Cantonment ***: Testing
- Email Id**: Enter Your Email Id

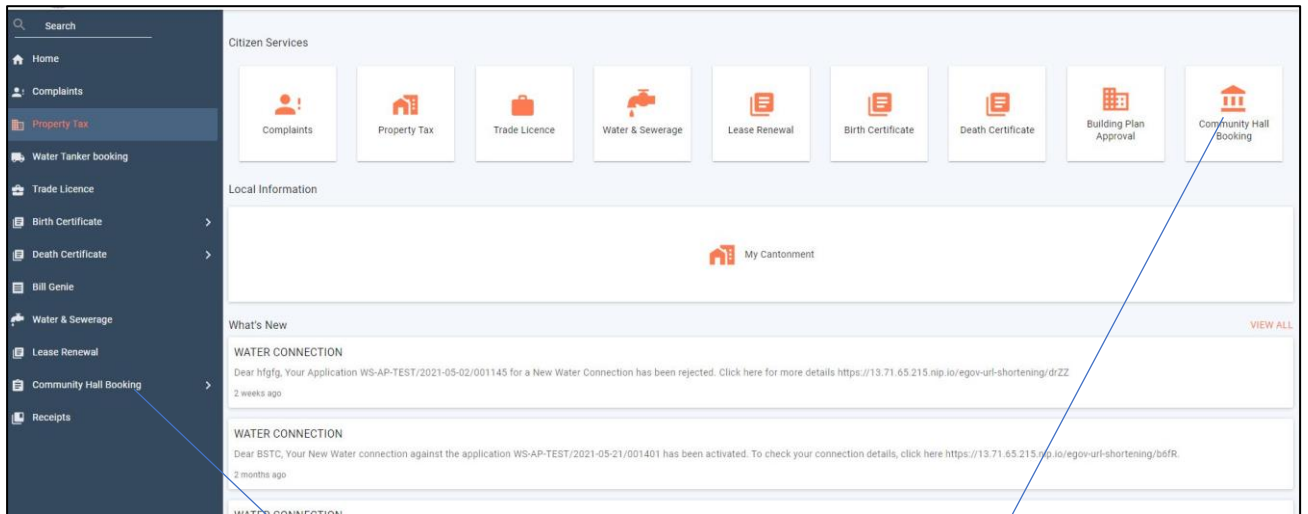
A camera icon is located at the bottom right of the profile picture placeholder. A red 'SAVE' button is at the bottom right of the form.

1.6 Logout



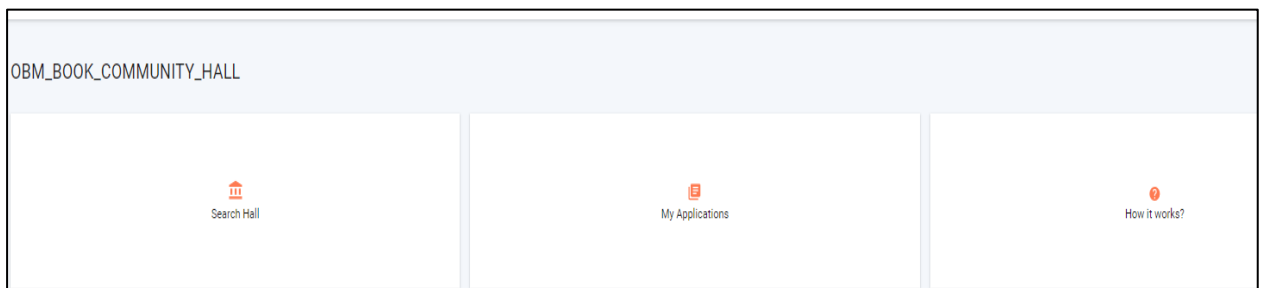
Click on "LOGOUT" to logout of the application

4. Hall Booking

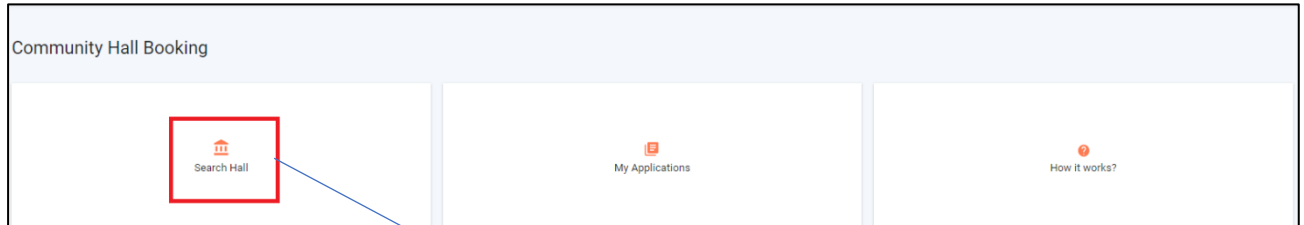


On the Landing page, click on “Hall Booking” to proceed.

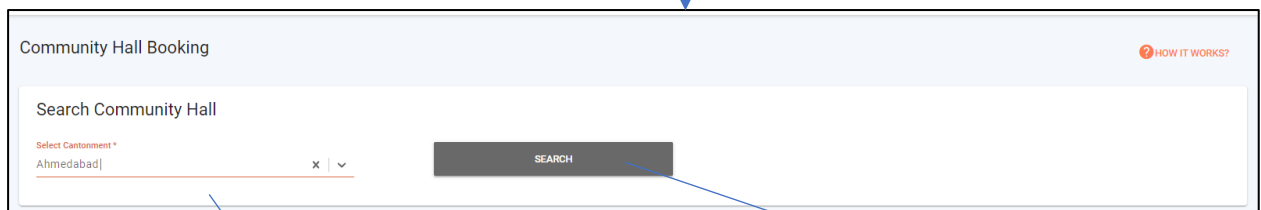
“Hall Booking” screen is displayed.



2.4 Search

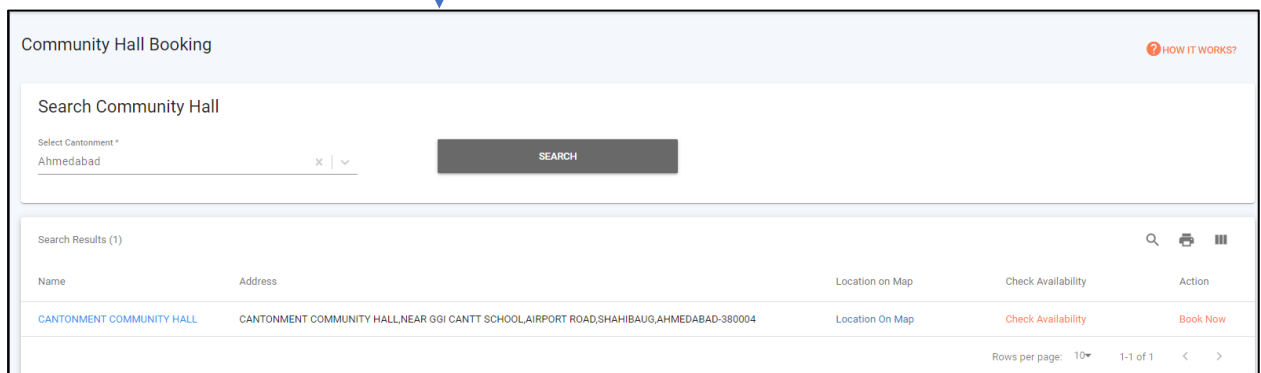


Click on “Search Hall”: Search Screen is displayed



Select Your CB, Click on “Search” Button to view the slots available

Click on Reset button to reset the values



2.2.1 Check Availability

Search Community Hall

Search Community Hall

Select Cantonment *
Pune

SEARCH

Search Results (4)

Name	Address	Location on Map	Check Availability	Action
Ghorpuri Marriage Hall	Opposite Army Public School Ghorpuri Pune - 411001	Location On Map	Check Availability	Book Now
Parmari Hall	Above Parmar Dispensary, Camp Pune - 411001	Location On Map	Check Availability	Book Now
Dr Babasaheb Ambedkar Sanskrutik Bhavan	Bhimpura, Camp Pune - 411001	Location On Map	Check Availability	Book Now
Bicentennial Lawn	Wanaworie Bazar, Pune- 411040	Location On Map	Check Availability	Book Now

Rows per page: 10 1-4 of 4

Click on Check Availability to view the Available slots

Click on Book Now to Book the Hall

Name of Hall : Cantonment Marriage Palace

Address : Sadar Bazar New Cantt Allahabad-211001

On Map : Lat: 25.467248 , Long: 81.817147

Description : Marriage Hall is 55610 sq ft. AC rooms with Dining Hall, Kitchen and Storeroom.

Contact No: 9415348012

Rs 102000/- for 23 Hrs Slot from 06:00

August 2021

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Color Code

- Slots Available
- Booked Slots

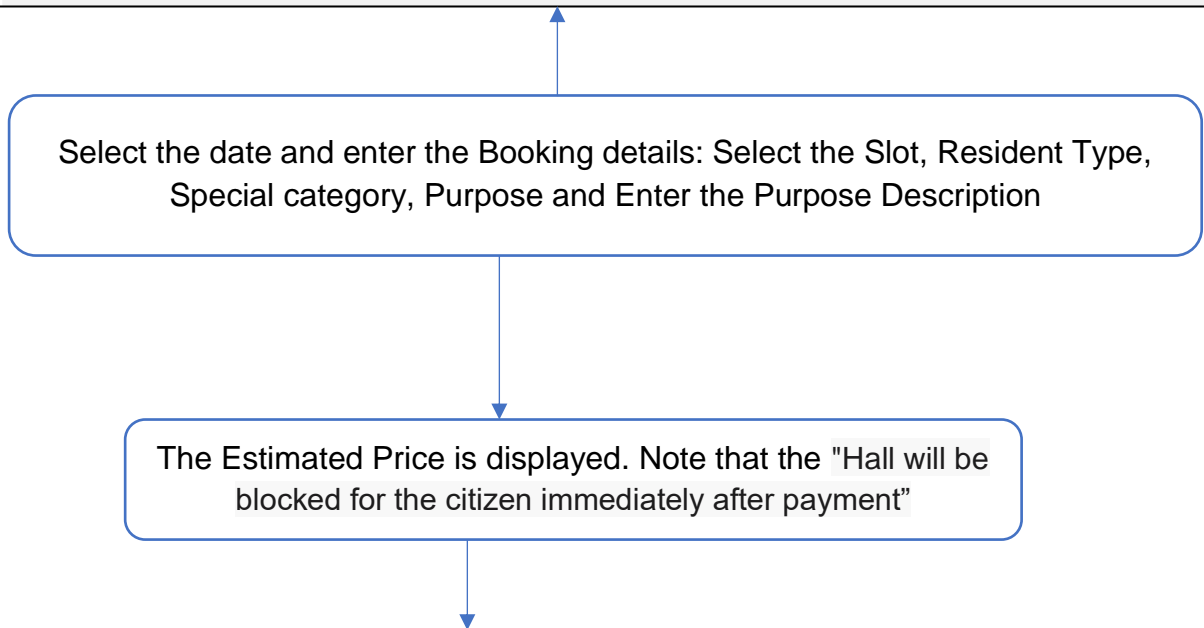
BOOK NOW CANCEL

Shall Show the Available and booked slots

The Slots Available screen is displayed: View the Slots Available and click on "Book Now" to Book the Hall.

Click on CANCEL to exit from BOOK NOW Screen

IV. Enter Booking Details



Booking Details

Name of Hall
CANTONMENT COMMUNITY HALL

Select a date from the calendar below

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Selected Date
Tue Nov 23 2021

Fill the details to know the price

Select Slot *
23-Nov-2021 (00:00) to 23-Nov-2021 (23:59)

Resident Type *
Cant Resident

Special Category *
Retired Cant Staff

Purpose *
Religious

Purpose Description (Not less than 10 Characters) *
birthday celebration

Estimated price (To be paid by user)
Rs 17499.74/-

[VIEW ESTIMATE PRICE BREAKUP](#) [VIEW CANCELLATION POLICY](#)

Click on VIEW ESTIMATE PRICE
BREAKUP

Calculation Breakup Screen is
displayed

Calculation BreakUp		✕
Estimate Price Details		
Rent	10593	
CGST on RENT	953.37	
SGST on RENT	953.37	
Security Deposit	5000	
Water Charges	0	
Electricity Charges	0	
Conservation Fee	0	
Total	Rs 17499.74	

Click on VIEW CANCELLATION
POLICY

Cancellation Policy Screen is
displayed

Cancellation Policy

When you cancel your booking

You can cancel your application any time before the date of event. GST will not be refunded. Also, a percentage of rent is deducted based on when you cancel your application wrt the date of event. The day range and percentage amount deducted from rent during refund is shown in the table below. Earlier you cancel, lesser will be the amount deducted. All other charges like Security Deposit, Electricity Charges, Water Charges and Conservation fees will be refunded.

0 days - 30 days before the date of event **100%** will be deducted from rent

31 days - above before the date of event **50%** will be deducted from rent

When Cantonment Board rejects your booking

0% will be deducted from rent and GST is withheld during refund - if the Cantonment Board cancels your application when the documents submitted by the you are found incorrect/invalid after verification (post booking) especially, in cases where you have falsely availed benefits offered by the Cantonment Board for certain specific categories (For example, for citizen of the Cantt Area , Retired employee of Cantonment Board etc.). You may book, again by submitting correct documents.

When Cantonment Board cancels your booking due to some exegencies

If the board cancels your application due to some exegencies, entire booking amount along with GST is refunded.

V. Enter Bank Details

Bank Details

Account No. *

Account No:

Repeat Account No. *

Repeat Account No:

IFSC Code *

IFSC Code

Bank Name *

Enter Bank Name

NOC_PAYMENT_BANK_BRANCH_LABEL *

Enter Branch Name

Account Holder Name *

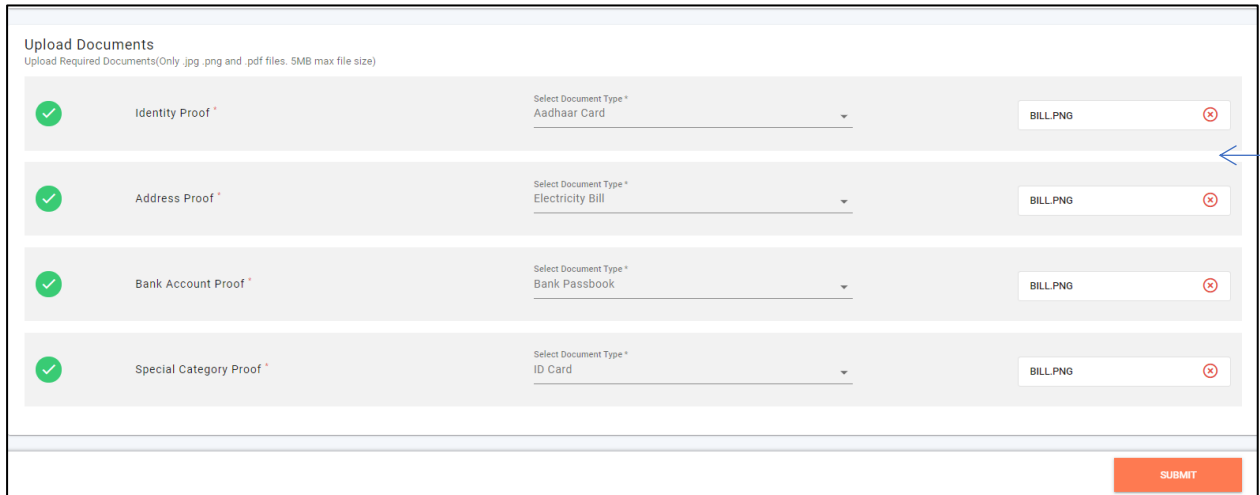
Account Holder Name

Note: This is for refund purposes

Enter the bank Details for refund purpose: Account No, IFSC Code and Account Holder Name. This is captured for the purpose of refund.

VI. Upload Documents

Select "UPLOAD FILE" option to upload the required documents.



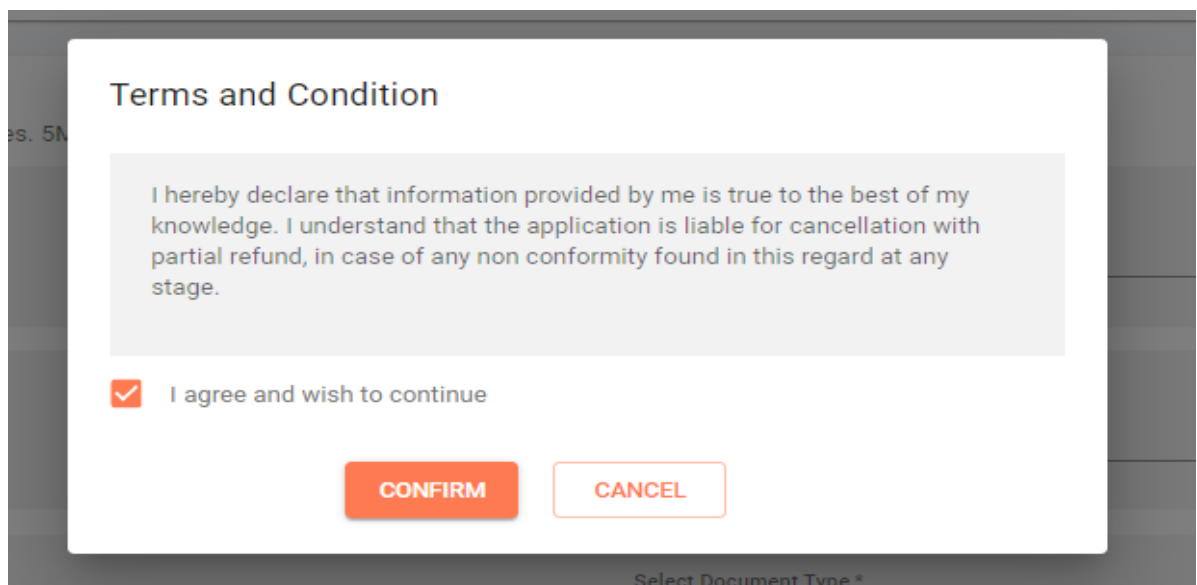
Upload Documents
Upload Required Documents(Only .jpg, .png and .pdf files. 5MB max file size)

<input checked="" type="checkbox"/>	Identity Proof *	Select Document Type * Aadhaar Card	BILL.PNG
<input checked="" type="checkbox"/>	Address Proof *	Select Document Type * Electricity Bill	BILL.PNG
<input checked="" type="checkbox"/>	Bank Account Proof *	Select Document Type * Bank Passbook	BILL.PNG
<input checked="" type="checkbox"/>	Special Category Proof *	Select Document Type * ID Card	BILL.PNG

SUBMIT

After uploading the documents, click on "SUBMIT" Button, Terms and Condition Screen is displayed. Select on I agree and wish to Continue option

Terms and Condition Screen is displayed. Select on I agree and wish to continue option, Click on CONFIRM



Terms and Condition

I hereby declare that information provided by me is true to the best of my knowledge. I understand that the application is liable for cancellation with partial refund, in case of any non conformity found in this regard at any stage.

☒ I agree and wish to continue

CONFIRM **CANCEL**

VII. Make Payment

Payment Information Screen is displayed

Payment Information Application No. OBM-CHB-AHME-2021-11-22-000507

Payment Collection Details

Fee Estimate		Total Amount
Rent	10593	₹ 17076
Online discount	-423.72	
Round off	-0.02	
SGST on RENT	953.37	
Security Deposit	5000	
Electricity Charges	0	
CGST on RENT	953.37	
Water Charges	0	
Conservation Fee	0	
Total Amount	17076	

Payer Details

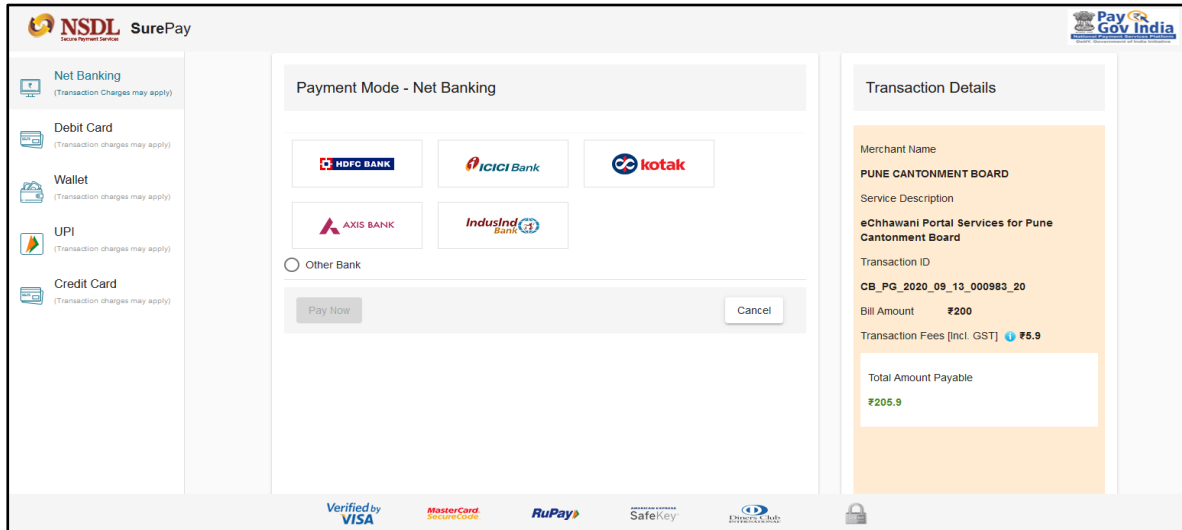
Paid By *
Applicant

Payer Name *
test

Payer Mobile No. *
+91 | 9449810030

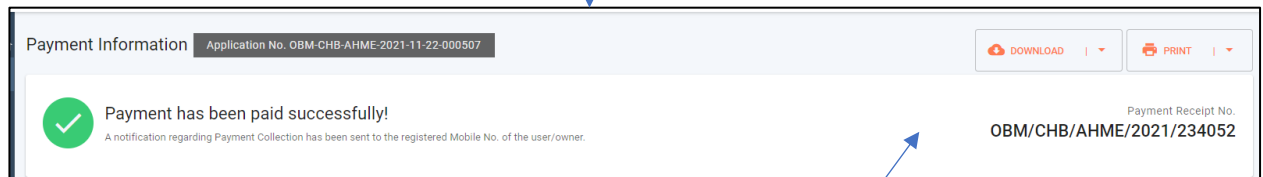
MAKE PAYMENT >

Once the fee is reviewed, the citizen can click on "Make Payment" for completing the payment. You will be redirected to the Online Transaction



The screenshot shows the NSDL SurePay payment gateway. On the left, there's a sidebar with payment methods: Net Banking, Debit Card, Wallet, UPI, and Credit Card. The main area is titled 'Payment Mode - Net Banking' and lists several banks: SBI, ICICI Bank, Kotak, Axis Bank, and IndusInd Bank. There's an 'Other Bank' option and 'Pay Now' and 'Cancel' buttons. On the right, 'Transaction Details' are shown: Merchant Name (PUNE CANTONMENT BOARD), Service Description (eChhawani Portal Services for Pune Cantonment Board), Transaction ID (CB_PG_2020_09_13_000983_20), Bill Amount (₹200), Transaction Fees (₹5.9), and Total Amount Payable (₹205.9). The bottom of the page features logos for Visa, MasterCard, RuPay, SafeKey, and others.

Payment Successful Message is displayed



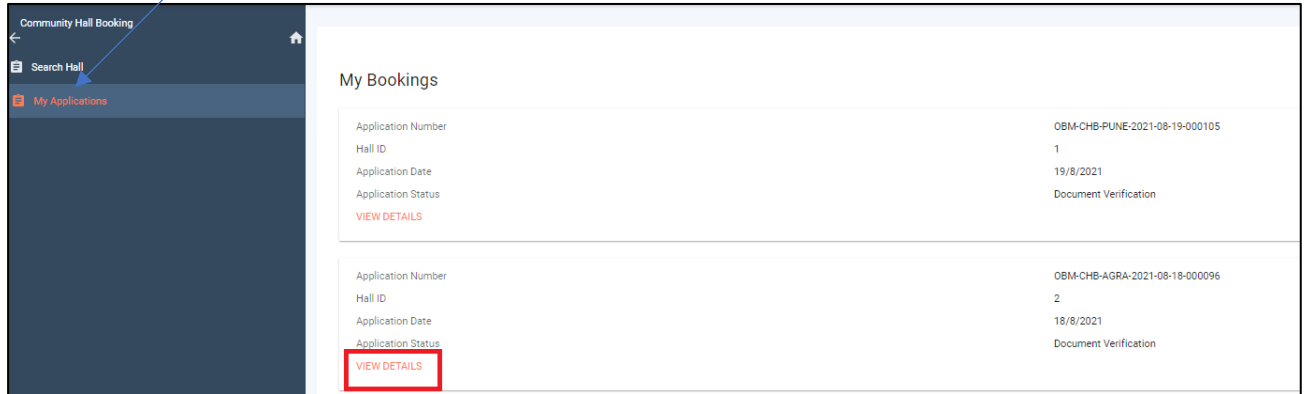
The screenshot shows the 'Payment Information' page. At the top, it displays the Application No. OBM-CHB-AHME-2021-11-22-000507. There are 'DOWNLOAD' and 'PRINT' buttons. A green checkmark icon indicates 'Payment has been paid successfully!'. Below this, a message states: 'A notification regarding Payment Collection has been sent to the registered Mobile No. of the user/owner.' On the right, the Payment Receipt No. is shown as OBM/CHB/AHME/2021/234052.

The Citizen shall Download/Print the receipts after Successful Payment

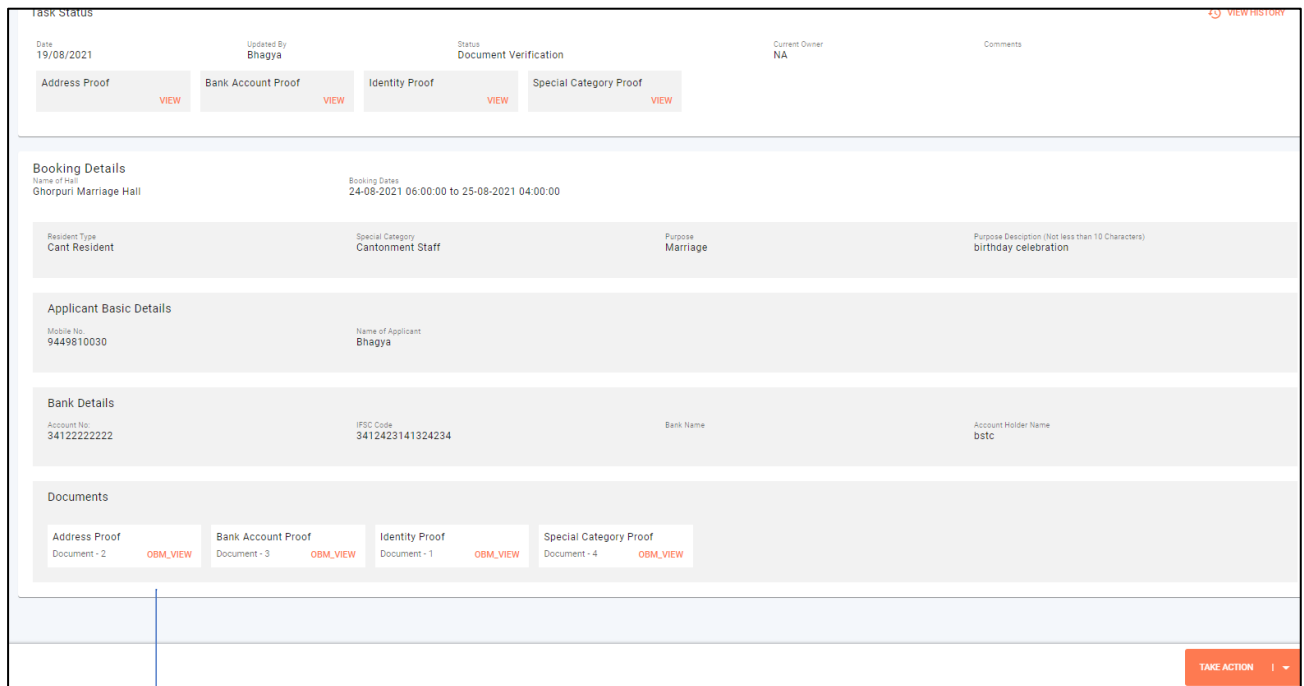
2.5 My Bookings

2.2.1 View Details

To view the status of his/her previous applications click on “My Applications”.



Click “View Details”, to view the summary of the application.



Click “View”, to download and view the documents.

2.2.2 View History

Click "View History, to view the History of Application.

Application Number: OBM-CHB-AHME-2021-11-22-000507

[DOWNLOAD](#)
[PRINT](#)

Task Status

Date
22/11/2021

Updated By
test

Status
Pending for verification

Current Owner
NA

Comments

VIEW HISTORY

Booking Details

Name of Hall
CANTONMENT COMMUNITY HALL

Booking Dates
23/11/2021, 12:00:00 am to 23/11/2021, 11:59:00 pm

Resident Type
Cant Resident

Special Category
Retired Cant Staff

Purpose
Religious

Purpose Description (Not less than 10 Characters)
birthday celebration

Applicant Basic Details

Mobile No.
9449810030

Name of Applicant
test

Bank Details

Account No
3412222222

IFSC Code
SBIN0000963

Bank Name
State Bank of India

Account Holder Name
bstc

Cancel my applicatoin

TAKE ACTION

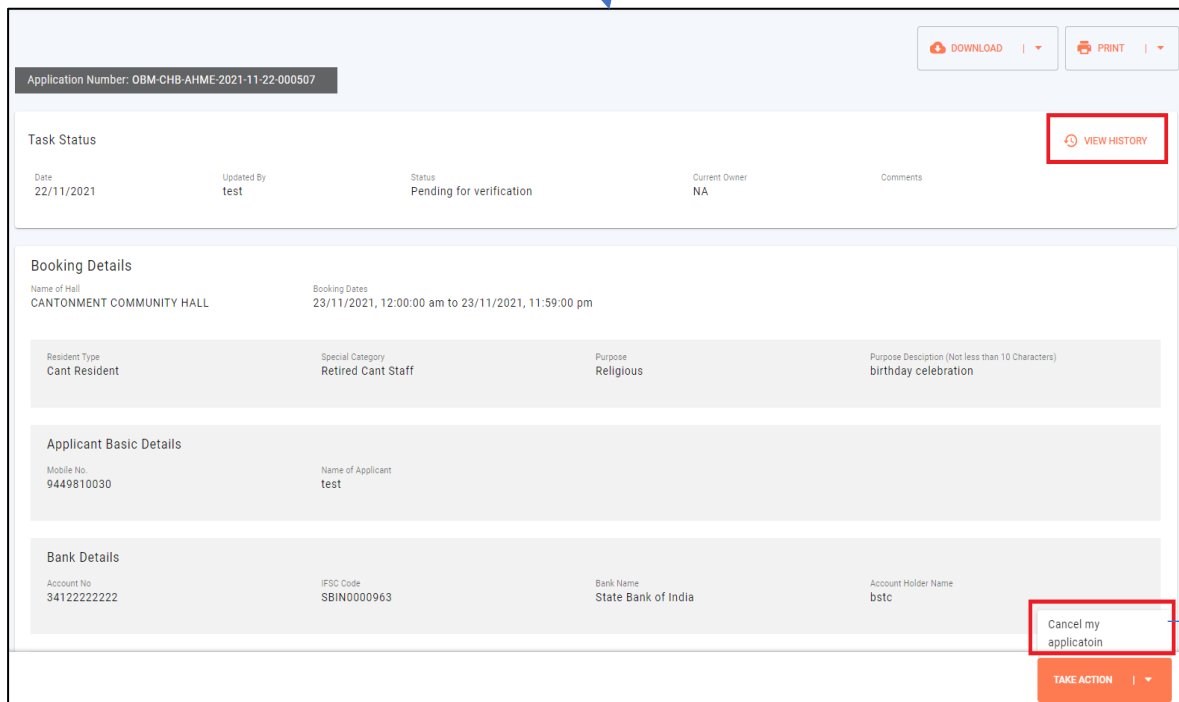
Application History is displayed

Click on Cancel my Application

Task Status					
1	Document Verification				
	Date	Updated By	Status	Current Owner	Comments
	26/08/2021	Bhagya	Document Verification	NA	
	Address Proof	Bank Account Proof	Identity Proof	Special Category Proof	
	VIEW	VIEW	VIEW	VIEW	
2	Pending Approval				
	Date	Updated By	Status	Current Owner	Comments
3	Pending Payment				
	Date	Updated By	Status	Current Owner	Comments
4	Approved				
	Date	Updated By	Status	Current Owner	Comments
	26/08/2021	Yashwanth	Approved	NA	

2.2.3 I want to cancel my Application

Click on My Applications: View Details, The application details screen is displayed



The screenshot shows the 'Application Details' screen for application number OBM-CHB-AHME-2021-11-22-000507. It includes sections for Task Status, Booking Details, Applicant Basic Details, and Bank Details. A red box highlights the 'VIEW HISTORY' button in the top right. Another red box highlights the 'Cancel my application' button in the bottom right, with an arrow pointing to the next step. A third red box highlights the 'TAKE ACTION' button at the bottom right.

Task Status				
Date	Updated By	Status	Current Owner	Comments
22/11/2021	test	Pending for verification	NA	

Booking Details

Name of Hall	Booking Dates
CANTONMENT COMMUNITY HALL	23/11/2021, 12:00:00 am to 23/11/2021, 11:59:00 pm

Resident Type	Special Category	Purpose	Purpose Description (Not less than 10 Characters)
Cant Resident	Retired Cant Staff	Religious	birthday celebration

Applicant Basic Details

Mobile No.	Name of Applicant
9449810030	test

Bank Details

Account No.	IFSC Code	Bank Name	Account Holder Name
3412222222	SBIN0000963	State Bank of India	bstc

Click on Cancel my Application

Cancel the Application Screen is displayed: all the details of Cancellation Policy based on CB requirement.

Click on VIEW CANCELLATION POLICY to view the cancellation policy described by Cantonment board

Task Status

VIEW HISTORY

Cancel the application

Amount will be deducted as per the cancellation policy

VIEW CANCELLATION POLICY

Tax Head	Paid amount	Refund amount
Conservation Fee	0	0
Water Charges	0	0
CGST on RENT	953.37	0
Electricity Charges	0	0
Security Deposit	5000	5000
SGST on RENT	953.37	0
Rent	10593	0
Online discount	-423.72	-423.72
Round off	-0.02	-0.02
Total	17076	Rs 4576.26 /-

Note: Refund may take upto 7 working days, within which if not refunded contact cantonment board.

Reason for cancellation *


Enter Comments

CANCEL THE APPLICATION

Bank Details

Citizen shall view and details and after confirming, enter the Remarks and, click on CANCEL THE APPLICATION

Application Updated Successfully message is displayed



Application Updated Successfully

The application has been successfully updated

Application Number

OBM-CHB-AHME-2021-11-22-000507

Note: If you (Citizen) cancel the application, refund shall be made as per the cancellation policy described by CB.

2.2.3 Rejection of my Application by CB

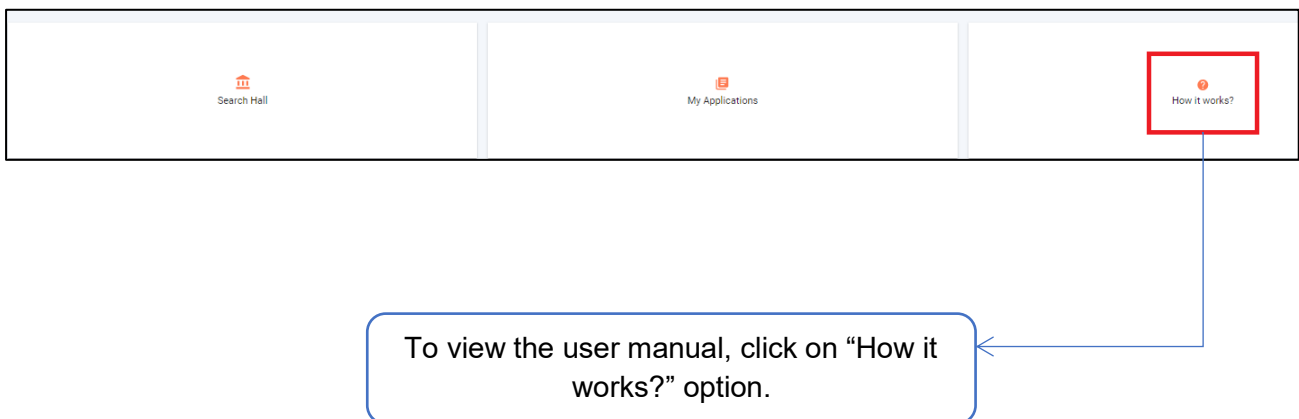
When the documents submitted by you (Citizen) are found incorrect/invalid after verification (post booking) especially, in cases where you have availed benefits offered by the Cantonment Board for certain specific categories (for example, for citizen of the Cantt Area, retired employee of CB etc.), the booking will be cancelled and refund of booking fee will be given after deduction of penalty which may be a percentage of booking fee as decided by the Cantonment Board. You may book, again with the correct documents.

2.2.3 When the CB cancels the booking due to some exigencies:

Entire booking fee including GST should be refunded will be refunded to citizen.

Note: Refund may take maximum up to 7 working days beyond which if not refunded, citizen shall contact the Cantonment Board.

2.6 How it works?



*****END OF DOCUMENT*****