

## HOW TO MAKE PAYMENT

1. Click on “Make Payment” button to proceed for paying the application fee.

The screenshot displays a web interface for an online application portal. It features a list of document requirements (2] Sr.Gr.English Shorthand, 3] Sr.Gr.English Typing, 4] Sr.Gr Kannada Shorthand, 5] Sr.Gr Kannada Typing) and a section for photo and signature specifications. The photo is 5 cm high and 3.6 cm wide, with a white background. The signature is 7.5 cm wide and 2.5 cm high, to be written with a black ballpoint pen. Below this, a section titled 'List of the documents' lists 'All Marks cards, Caste Certificate, Reservation Certificate'. A red box highlights the '6 For SBI Payment Portal' section, which includes a 'Make Payment' button and text stating 'SC/ST/CAT-I have to pay Rs 50/- (Rupees Fifty Only). For others Rs 200/- (Rupees Two Hundred Only)'. Other options include '7 Re-Print Application' with a 'Re-Print' button and '8 Payment Confirmation' with a 'Pay-Confirmation' button. At the bottom, there is a 'Click on Apply Online button' and a footer with copyright information and a resolution note.

Candidates shall read and understand “Guidelines for payment” carefully.

The screenshot shows the 'Guidelines for Mode of Payment' page on the Karnataka Judiciary Online Recruitment website. The page is titled 'Karnataka Judiciary Online Recruitment, City Civil Court Bengaluru.' and contains the following text:

**Guidelines for Mode of Payment**  
**Payment is to be done through State Bank iCollect. Payment of modes are to be accepted like Net Banking (SBI Account Holder only), Credit/Debit Cards of SBI and other Banks also and Challan Form are to be generated SBI online only and submit challan to SBI Branch only.**

a. By Clicking MAKE PAYMENT button. page will direct to ONLINE STATE BANK COLLECT Payment. Select Payment Category as ONLINE RECRUITMENT.  
Fill up the details such as Name, Application Number, Date of Birth, appropriate fees amount and other details display on page.

a. Please do not leave any extra spaces before, in-between or After the Application No.  
b. Please note First three characters should be alphabets in capitals. i.e., **CCC**  
c. From 4th to 7th characters should be numerical. i.e., **1779**  
d. From 8th to 10th characters should be alphabets in capitals. i.e., **STG**  
e. Remaining from 11th to 16th characters should be numerical. i.e., **000001**  
For Examples **CCC1779STG000001** (Total 16 characters)

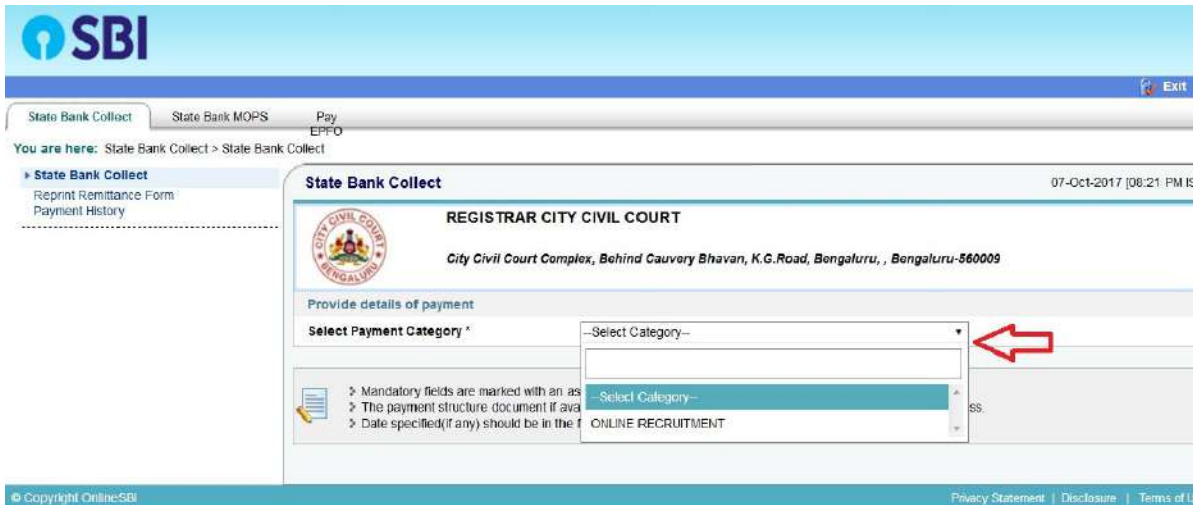
f. After entering all the information in the page, by Clicking on Submit button. Your entered details will be displayed, verify the details and click on Confirm button.  
Page will be directed to selection of payment mode - that is Netbanking, Credit/debit card or challan, Screen.  
Select your payment mode and complete the payment and save receipt for your future reference.

**Online Generation for CHALLAN Form.**  
If you are paying fee through challan, click on SBI BRANCH under other PAYMENT MODES button. Challan will be generated in PDF format with your fee details by the website. Save the Challan by clicking on link Pre-Acknowledgement Form in PDF  
Print the challan, fill other details such as denomination and remit the amount to the nearest SBI- State Bank of India Branch. After payment keep depositor copy for your reference.  
Please note the State Bank Collect Reference Number for your reference and SBI Bank has to be Confirm the transaction status of the payment made.

**Note.** REGISTRAR CITY CIVIL COURT, Bengaluru does not take any responsibility of transaction failure or data entry mistakes (Application Number) or Double payments.  
**Once Payment is made, Fee will not be refunded under any circumstance.**



On click of “Proceed” button, the SBI Collect page would be redirected to “REGISTRAR CITY CIVIL COURT” SBI Collect page as shown below. Select Payment Category as “ONLINE RECRUITMENT”.



The screenshot shows the SBI State Bank Collect interface for the REGISTRAR CITY CIVIL COURT. The page title is "REGISTRAR CITY CIVIL COURT" and the address is "City Civil Court Complex, Behind Cauvery Bhavan, K.G.Road, Bengaluru, , Bengaluru-560009". The "Provide details of payment" section has a "Select Payment Category" dropdown menu open, with "ONLINE RECRUITMENT" selected. A red arrow points to this option. The page also includes a "State Bank Collect" sidebar with links for "Reprint Remittance Form" and "Payment History".

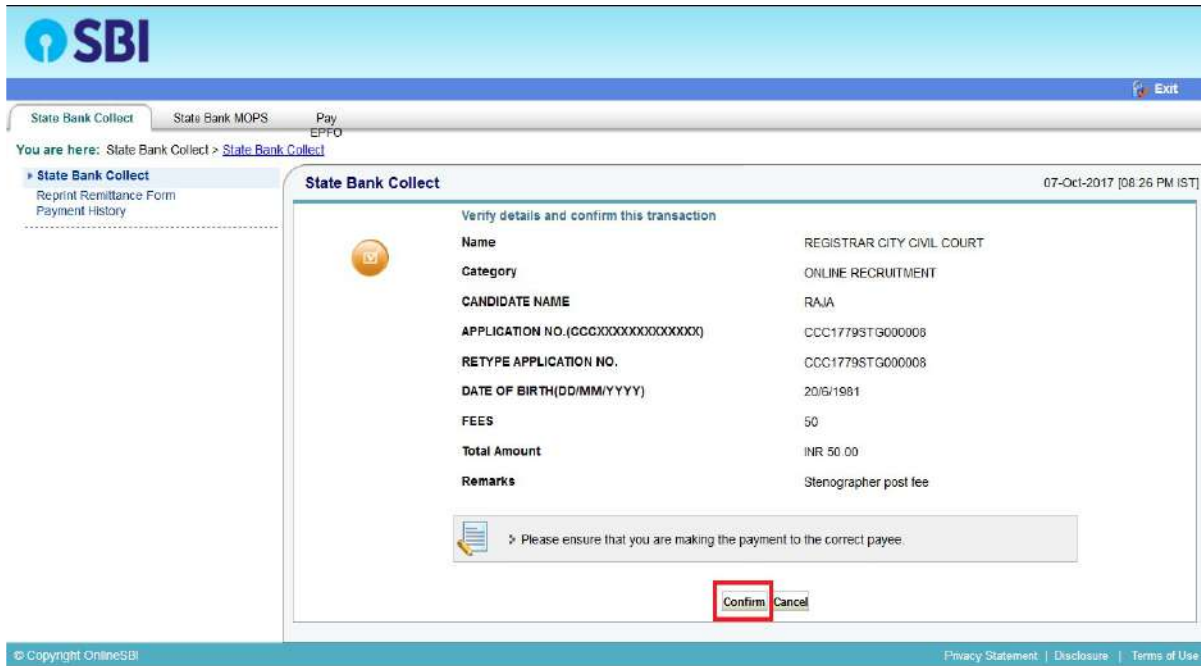
After selecting “Online Recruitment” payment category, the below screen would be displayed.



The screenshot shows the SBI State Bank Collect interface for the REGISTRAR CITY CIVIL COURT after selecting "ONLINE RECRUITMENT". The form fields are populated with candidate details: "CANDIDATE NAME" is RAJA, "APPLICATION NO.(CCCXXXXXXXXXXXX)" is CCC1779STG000008, "RETYPE APPLICATION NO." is CCC1779STG000008, "DATE OF BIRTH(DD/MM/YYYY)" is 20/6/1981, "FEES" is 50, and "Remarks" is Stenographer post fee. The page also includes a "State Bank Collect" sidebar with links for "Reprint Remittance Form" and "Payment History".

Candidates shall enter Candidate Name correctly as mentioned in online application page. Enter correct Application Number, Retype the Application Number, Enter correct date of birth as mentioned in online application page and select the correct Fee from the list as prescribed for the respective

categories. Candidates shall again enter the correct Candidate Name, Date of Birth and Mobile number and captcha as shown in the above screen. Click on “Submit” button to continue. The following screen would be displayed.



Click on “Confirm” button to proceed further. The following screen would be displayed for selecting Mode of Payment option as shown in below screen. Candidates shall select the convenient mode of payment option to pay application fee.



