



Login by Guest User into e-Receipt Application and Creation of Challan:

1. User can login by entering “guest” as “Username” and “guest” as “Password” as shown in below mentioned screen.

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2. Upon login, below mentioned screen will appear. Here User to select the “Category” as shown in below mentioned screen.

Profile	Edit	Make Payment	Disable
ifs	Edit		
Balwant	Edit		
Bank Testing	Edit		
create 5 2	Edit		
Jaskaran Singh	Edit		
ktk3	Edit		
Test11	Edit	Make Payment	Disable
Test345	Edit	Make Payment	Disable
xyz	Edit	Make Payment	Disable

Note – After login as Guest, selected Scheme’s challan Page will be opened and User does not require making any profile for this purpose as shown in above mentioned screen.

3. After that user to select “Purpose of Payment” according to the “scheme” for which wants to generate the challan.

Profile	Edit	Make Payment	Disable
ifs	Edit		
Balwant	Edit		
Bank Testing	Edit		
create 5 2	Edit		
Jaskaran Singh	Edit		
ktk3	Edit		
Test11	Edit	Make Payment	Disable
Test345	Edit	Make Payment	Disable
xyz	Edit	Make Payment	Disable

4. Upon selection of “**Purpose of Payment**”, respective “**Department**” & “**Major Head**” will be automatically selected as shown in below mentioned screen:

Government of Punjab
Treasuries and Account (Finance Department)

Welcome : sv01001 Date : 26-02-2020

Home Stamp paper Change Password Logout

Payee Profile [Employee Service App](#)

To select More than One scheme Please don't select Category and Purpose of payment or Select Other .

Select Category : Election
Select Purpose of payment : Nomination fee of Election -VAR

OR

Departments :- Various-VAR MajorHead :- 0070-Other Administrative Services

Profile Name :-

5. Alternative of Point - 3, User may select directly “**Department**” and “**Major Head**” instead of selecting “**Purpose of Payment**” as shown in below mentioned screen:

Government Receipt Account System

Welcome : sv01001 Date : 26-02-2020

Home Stamp paper

Payee Profile

To select More than One scheme Please don't select Category and Purpose of payment or Select Other .

Select Category : --Select Category--
Select Purpose of payment : --Select Purpose--

OR

Departments :- Agriculture-AGR MajorHead :- --Select Major Head--

Profile Name :-

- Select Major Head--
- 0049-Interest Receipts
- 0050-Dividends and Profits
- 0070-Other Administrative Services
- 0071-Contributions and recoveries towards Pension and Other Retirement Benefits
- 0075-Miscellaneous General Services
- 0202-Education, Sports, Art and Culture
- 0401-Crop Husbandry
- 0435-Other Agricultural Programmes
- 0702-Minor Irrigation
- 7610-Loans to Government servants etc.
- 8009-State Provident Fund
- 8011-Insurance and Pension Funds
- 8121-General and Other Reserve Funds
- 8342-Other Deposits
- 8443-Civil Deposits
- 8448-Deposits of Local Funds
- 8668-Suspense Accounts

6. After selection, User to click on “**Submit**” Button. Upon clicking, E-Challan Page will be opened. On this page, User to enter 4 types of information.

- 6.1 Detail of the office of selected department for which payment is to be made - Here User to select “**District**”, “**Treasury**”, “**Office Name**”, “**PAN No. (If Applicable)**”, “**Year**” and after that selects “**period**”. After that, enters “**Nature of Tax payment**”, “**Amount**”, “**Total/Net Amount**”, “**Deduct: Commission**” and then “**Amount (in Words)**”. After entering amount details, User to select “**Security Question**” then to enter “**Email**” and “**Mobile No**”.



Instructions for Creating Challan in e-Receipt Application

E-CHALLAN			
Detail of the office of Agriculture Department for which Payment is to be made:			
District *	Patiala	Profile Name	punjab
Treasury*	00-District Treasury Office.	Department*	Agriculture
Office Name*	0506-Chief Agriculture Offi	PAN No.(If Applicable)	
Year(Period)	2019-20	ANNUAL	
Nature of tax payment		Stamps	
BudgetHead	Amount(In Rs.)		
1. Primary Sub Scheme (0202-01-001-01)		100	
Total/NetAmount(₹)	100	Deduct:Commission	0
Amount in Words	One Hundred Rupees		

- 6.2 Payment Detail - Here to select “Manual” or “E-Banking” in “Type of Payment” option. If user selects “Manual Option”, then has to deposit the printout of the challan at the Selected Bank. If user selects “E-Banking” option, then enter details of his Bank online and deposit then payment in Government Receipt directly. For this, no need to visit any Bank. After that, select “Name of Bank”. Apart from this, if any one wants to deposit amount via Draft then enter information in next column.

Payment Details :	
Type Of Payment	<input checked="" type="radio"/> Manual <input type="radio"/> E-Banking
Name of Bank*	--Select Bank-- --Select Bank-- State Bank of India, Sadhaura-0
<input checked="" type="radio"/> Cash	<input type="radio"/> Single <input type="radio"/> Multiple
<input type="radio"/> Cheque	<input type="radio"/> Cheques

- 6.3 Personal Detail - Here to enter information in columns i.e. “Tender’s Name”, “Identity (if any)”, “PIN”, “Town / City / District”, “Address” and “Particular (Nature/Purpose of Payment)”.

Personal Detail :			
Tender's Name*	Enter your Identity (if any)		
PIN	Town/City/District		
Address *	Particular(Please specify nature /Purpose of payment) *		punjab
			Remaining Words:

- 6.4 Add Extra Detail on Challan: - If wants to enter any extra Detail with Challan, then click on “Add more detail” button. On clicking, a new page will be opened which has “New Add detail” button. When it is clicking, system will ask for Rows and Columns from system as shown in below mentioned screen. Here enter information and Save the same. This information will be added with the Challan. After that, click on “**Submit**” button.

Instructions for Creating Challan in e-Receipt Application

Add Extra Details

New Add Detail

* Maximum 20 Character with Dot(.),Bracket(),Space,UnderScore(_),Forward Slash(/) is Allow in each Column. !

Total Line:- 5 Total Column:- 5

Sr No	Name	Draft No	Date	Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- 6.5 If Challan is correct, then take its printout by clicking on “**Print**” button. Apart from this, if anyone has added any extra details with the challan, then click on “View Extra Detail” and take the print of that as well. After this, deposit the amount in the Bank mentioned at the bottom side of the printed Challan. No need not go in any Treasury / Sub – Treasury, amount can be deposit directly in the Bank.

NOTE: (I) For making any changes please click Back Button, (II) Once Print Button is Click you can't go back

Note -> This is Sample Challan. Bank should not accept this.

DDO Code: 9596		E - CHALLAN Government of Haryana		Bank/Treasury Copy
0000000322				
Valid Upto: 15-03-2020 (Cash)		09-03-2020 (Chq/DD)		
GRN No: 0000000322		Date: 26 Feb 2020 02:00:24		
Office Name: 6506-Chief Agriculture Officer, Pattala				
Treasury:				
Period: (2019-20) Yearly				
Head of Account		Amount ₹		
0202-01-001-01-01 Primary Sub Scheme		800		
PD AcNo: 0				
Deduction Amount: ₹		0		
Total/Net Amount: ₹		800		
₹ Eight Hundred only				
Tenderer's Detail				
GPF/PRAN/TIN/Act. no/VehicleNo/Taxid - 8873				
PAN No:				
Tenderer's Name: anil kumar verma				
Address: Vit Te Tojna Bhawan Plot No 2 B Sector 33 A CHANDIGARH- 160020				
Particulars: a/s				