

## USER GUIDE- eSTAMPS

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

eSTAMPS was launched by the Registration and Stamps Department, Telangana on 11<sup>th</sup> April, 2016. eSTAMPS refers to the stamp duty, transfer duty, registration fees and user charges paid by the public to register any deed. User now has the convenience of paying the stamp duty from anywhere. This system is user friendly, hassle free and convenient as the citizen saves time and pays the stamp duty from the comfort of his home/office/anywhere.

#### **Some of the advantages of this system are:**

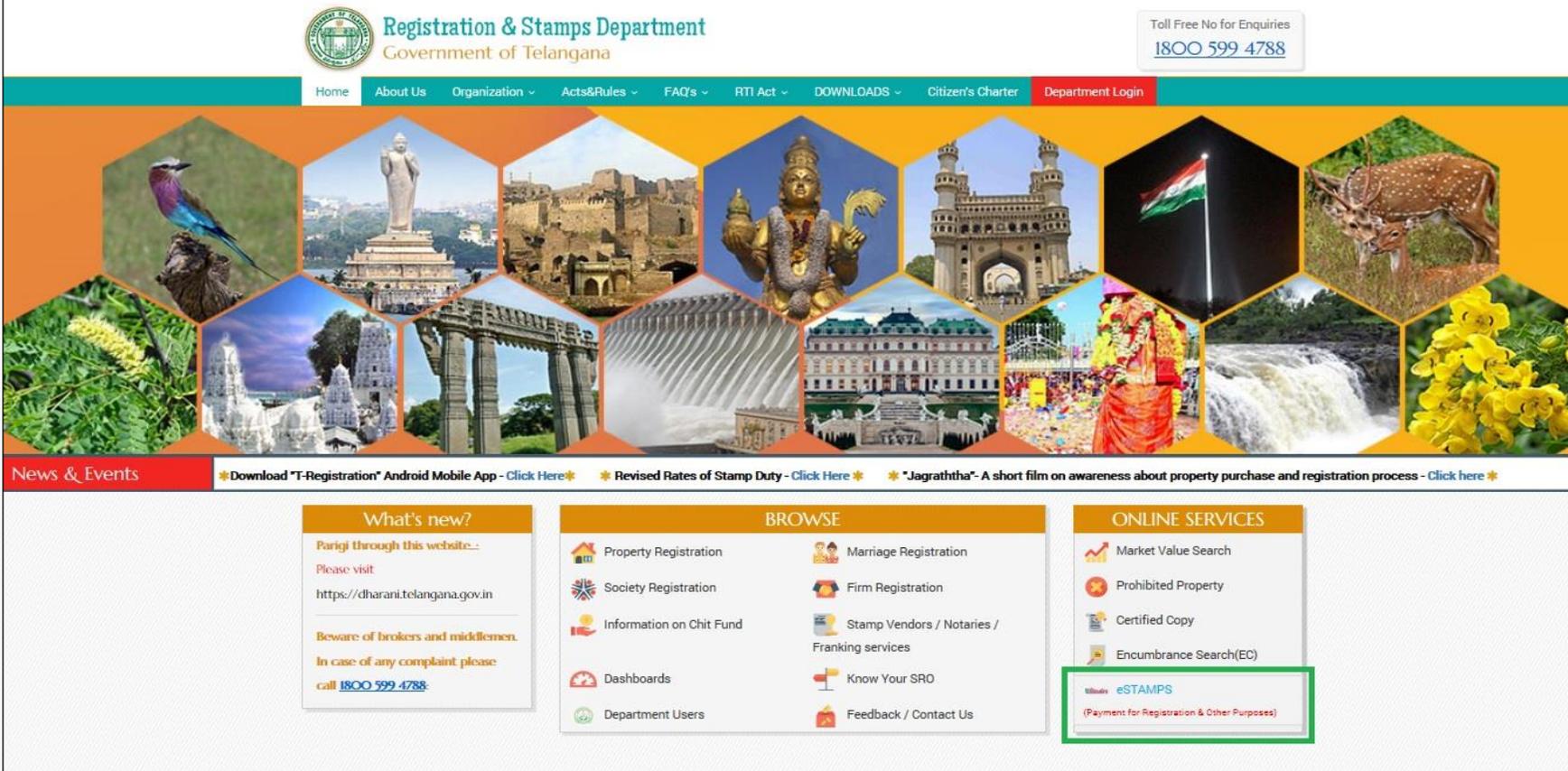
- Complete Online System.
- Round the clock payments through online – net banking, debit card, credit card etc through SBI ePAY (46 banks are associated with SBI ePAY) – citizen can pay charges from the comforts of his home.
- Offline payment is also acceptable in any of the 900+ branches of SBI.
- Defacing of challans in eSTAMPS (This prevents fake challans and reuse of challans).
- Payment so made is accepted in any SRO of the State.
- Payments can be made accurately and acceptability of multiple challans for single document.
- Verification made easy for citizen and SRO.
- Reduction of manual process and documentation.
- System generated reports (MIS) at various levels.
- Fool Proof System.

## Process:

1. The user visits the web site <https://registration.telangana.gov.in/>. Clicks on eSTAMPS under Online Services then click on the particular challan to Generate *eChallan*.
2. The user fills the details in the eSTAMPS Proforma and clicks on '*Register*' button.
3. Once the user clicks on the Register Button, an *SMS* alert with the *12 digit Challan code and 5 digit passcode* is sent to the registered mobile number. The passcode is five digit alpha numeric number which should only be revealed to the SRO at the time of registration.
4. After registering, he will proceed to the payment option form, where he can print Challan number and passcode details, after proceeding further, he is directed to a disclaimer page, after agreeing to it the user is directed to SBI ePay, where the user can choose to pay the charges either online or offline.
5. If user chooses payment through *online mode*, the user has to select Debit/Credit card, Net banking or NEFT.
6. After entering the payment credentials and submitting the necessary details, the user gets successful status. Then Challan in *duplicate* is generated by the system containing SBlePay confirmation reference number. The user prints the challan and submits SRO Copy of it along with the document to the Sub-Registrar, while retaining his copy.
7. If the user wishes to pay in the bank directly, user shall click on *SBI Branch Payment*. The system renders a SBI Branch Payment Challan in *duplicate*. The user has to *print* the same and visit any SBI Bank for payment. SBI verifies the challan details, collects the amount and manually adds the Journal number on the challan and affixes signature and seal. The bank retains the copy of the challan and returns back the user's copy. Then the user has to download the Challan Copy from *Print Online Challan* option under Print menu of eSTAMPS. Then the user has to carry both the copies to the SRO for registration.

## Step 1

Any user intending to get a document registered can generate eSTAMPS Challan (eChallan) in the department official portal, <https://registration.telangana.gov.in> (in the eSTAMPS menu).



**Registration & Stamps Department**  
Government of Telangana

Toll Free No for Enquiries  
1800 599 4788

Home About Us Organization Acts&Rules FAQs RTI Act DOWNLOADS Citizen's Charter Department Login

News & Events

- Download "T-Registration" Android Mobile App - [Click Here](#)
- Revised Rates of Stamp Duty - [Click Here](#)
- "Jagraththa"- A short film on awareness about property purchase and registration process - [Click here](#)

**What's new?**

Parigi through this website..  
Please visit  
<https://dharani.telangana.gov.in>

Beware of brokers and middlemen.  
In case of any complaint please  
call 1800 599 4788

**BROWSE**

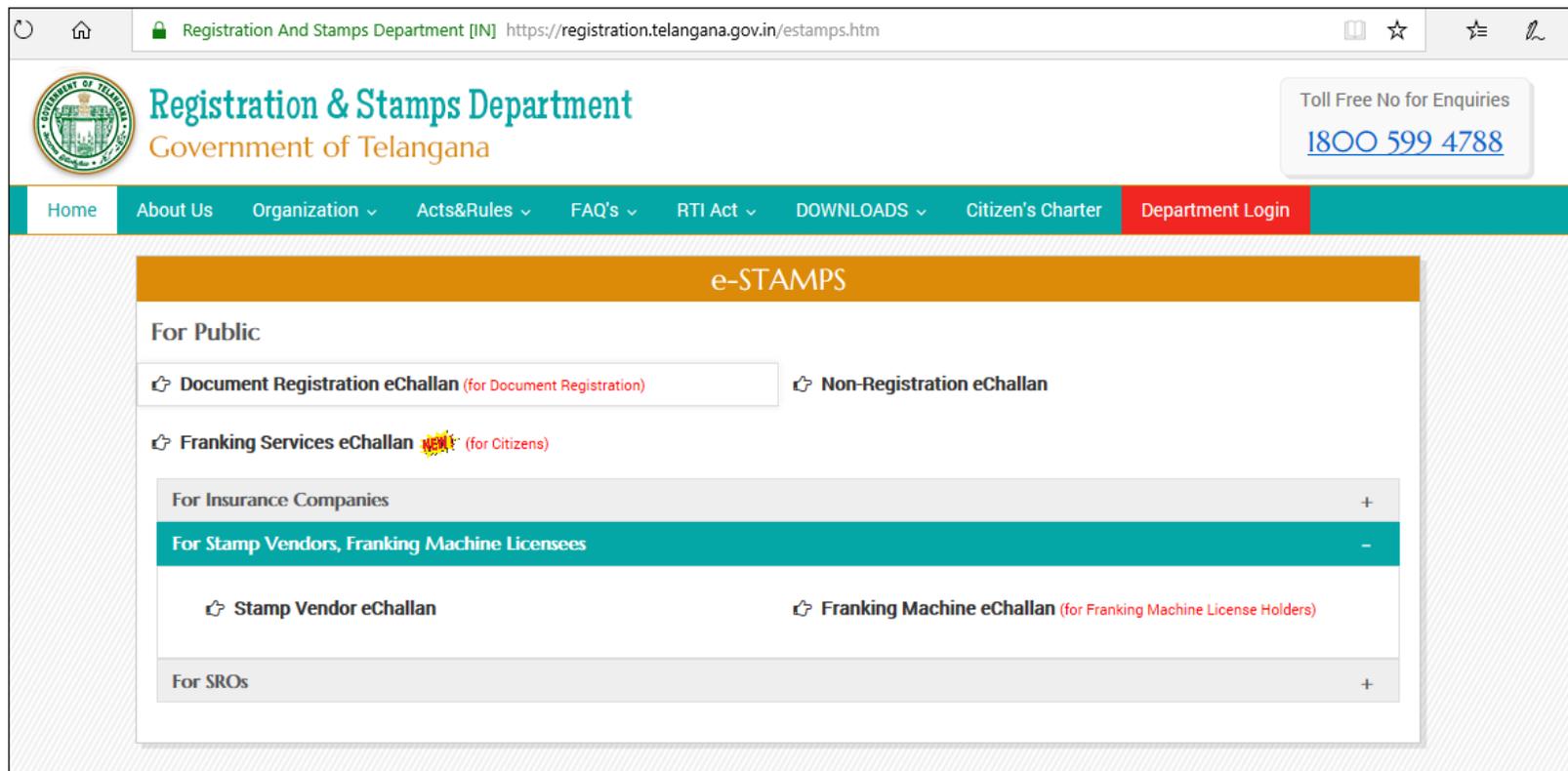
- Property Registration
- Society Registration
- Information on Chit Fund
- Dashboards
- Department Users
- Marriage Registration
- Firm Registration
- Stamp Vendors / Notaries /  
Franking services
- Know Your SRO
- Feedback / Contact Us

**ONLINE SERVICES**

- Market Value Search
- Prohibited Property
- Certified Copy
- Encumbrance Search(EC)
- eSTAMPS**  
(Payment for Registration & Other Purposes)

## Step-2

The eSTAMPS challan system is provided for Public, Insurance companies, Stamp vendors, Franking machine Licensees and for SRO daily remittances.



The screenshot shows the e-STAMPS portal interface. At the top, the browser address bar displays "Registration And Stamps Department [IN] https://registration.telangana.gov.in/estamps.htm". The page header includes the Government of Telangana logo and the text "Registration & Stamps Department Government of Telangana". A toll-free number "1800 599 4788" is provided for enquiries. The navigation menu contains links for Home, About Us, Organization, Acts&Rules, FAQ's, RTI Act, DOWNLOADS, Citizen's Charter, and Department Login. The main content area is titled "e-STAMPS" and is organized into sections: "For Public" (with links for Document Registration eChallan, Non-Registration eChallan, and Franking Services eChallan), "For Insurance Companies", "For Stamp Vendors, Franking Machine Licensees" (with links for Stamp Vendor eChallan and Franking Machine eChallan), and "For SROs".

### Step-3

For Public there are three services provided by eSTAMPS, Document Registration, Franking and Non Registration purpose. Person intending to get a document registered or required to pay charges for any other service of the department like Franking, EC, CC, Validation of documents, and purchase of stamps etc has to generate concerned eChallan as given below by entering the necessary particulars.

Home
Print
Status
User Guide
Refund Policy
SBI ePay Interchange Fee
Department User Manual
Contact Us

#### e- STAMPS (For Document Registration only)

Remitter Details:

Name

Address

Enter PAN Number

[ And / OR ]\*

Form Submitted  Form-60  Form-61

Aadhar Card Number

Mobile No.

Confirm Mobile No.

Details of the Amounts Remitted

Stamp Duty

Transfer Duty

Registration Fee

User Charges

TOTAL

In Words Rupees

Amount paid for whom\*  Executant  Claimant

Party Details

Executant Name

Executant Address

Claimant Name

Claimant Address

Document Information

Property Situated in\*

Document Nature\*

Transaction Type\*

Register

Note: PAN Card Number is mandatory if Total Amount to be remitted is greater than Rs.50,000 as per RBI guidelines

For Document Registration Purpose



**Registration & Stamps Department**  
Government of Telangana

Toll Free No for Enquiries  
**1800 599 4788**

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**e- STAMPS (For Non-Registration only)**

**Remitter Details**

Name \*

Address \*

Enter PAN Number

[ And/ OR ] \*

Aadhar Card Number

Mobile No. \*

Confirm Mobile No. \*

**For Whom**

Name \*

Address \*

Aadhar Card Number

Mobile No. \*

Description \*

**Detail of the Amounts Remitted**

Stamp Duty

Deficit Stamp Duty \*

Penalty

Transfer Duty

Registration Fees

User Charges

Purchase of Stamps

EC/CC

TOTAL

In Words/Rupres

[Register](#)

For Non-Registration Purpose

 **Registration & Stamps Department**  
Government of Telangana

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**1800 599 4788**

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**e- STAMPS (For Franking Services only)**

**Remitter Details**

Name \*

Address \*

Enter PAN Number

[ And / OR ] \*

Audhar Card Number

Mobile No. \*

Confirm Mobile No. \*

**For Whom**

Name \*

Address \*

Audhar Card Number

Mobile No. \*

Description \* **Franking Machine** ▼

**Detail of the Amounts Remitted**

Stamp Duty **FRANKING MACHINE**

Stamp Duty \*

TOTAL

In Words Rupees

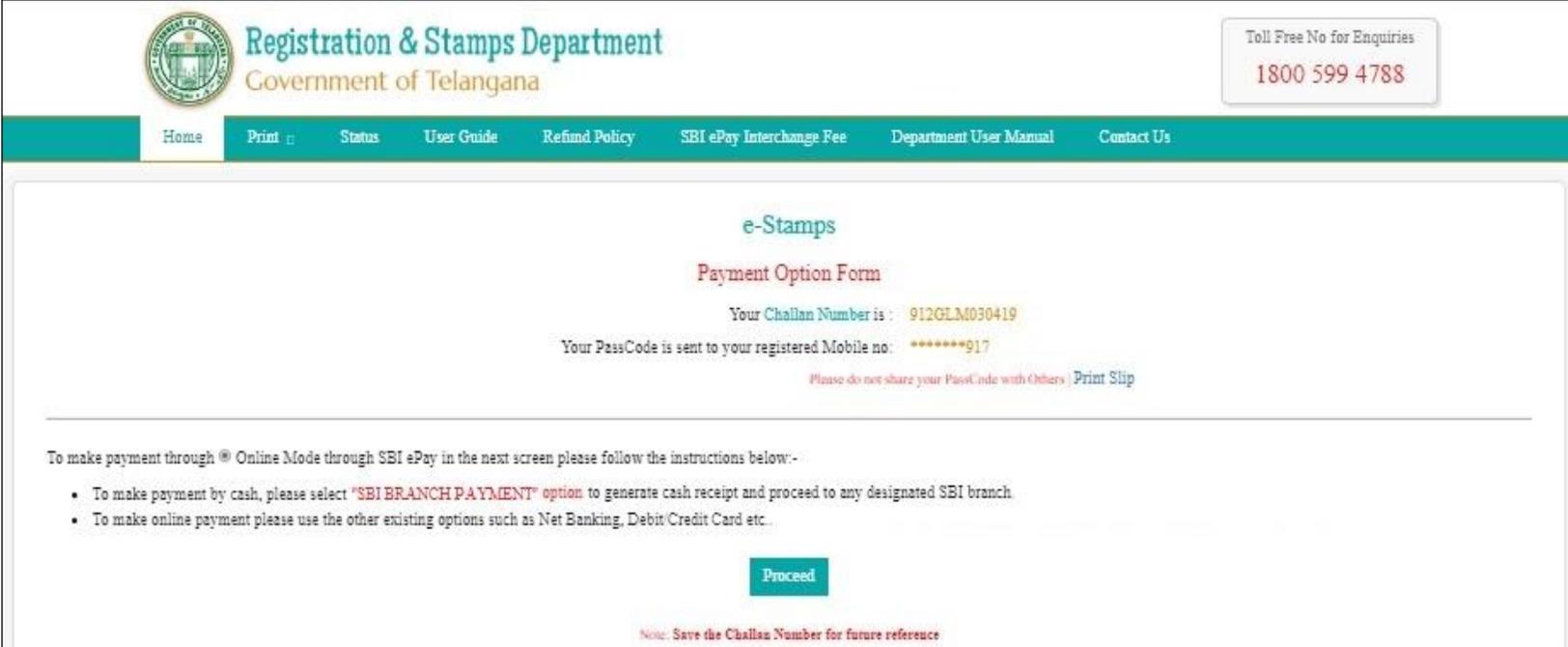
**Register**

**For Franking Services**

**Note:** Please verify your details and ensure that correct details are provided before clicking the 'Register' button.

#### Step-4

After filling up the form user has to click on 'Register' button to submit the form. The user gets an SMS with a 12 digit code, which is the challan number and a 5 digit passcode. 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. The screen shows 12 digit challan number, in case the user does not receive SMS, this has to be noted down for future reference. Also the link to generate the passcode is provided on the screen by clicking on '**Print Slip**' option.



The screenshot shows the 'e-Stamp Payment Option Form' interface. At the top left is the Government of Telangana logo and the text 'Registration & Stamps Department, Government of Telangana'. At the top right is a box for 'Toll Free No for Enquiries: 1800 599 4788'. Below this is a navigation menu with links: Home, Print, Status, User Guide, Refund Policy, SBI ePay Interchange Fee, Department User Manual, and Contact Us. The main content area is titled 'e-Stamp Payment Option Form' and displays the following information:

- Your Challan Number is : 912GLM030419
- Your PassCode is sent to your registered Mobile no: \*\*\*\*\*917

Below this information is a red warning: 'Please do not share your PassCode with Others' and a link for 'Print Slip'. A horizontal line separates this from the payment instructions below:

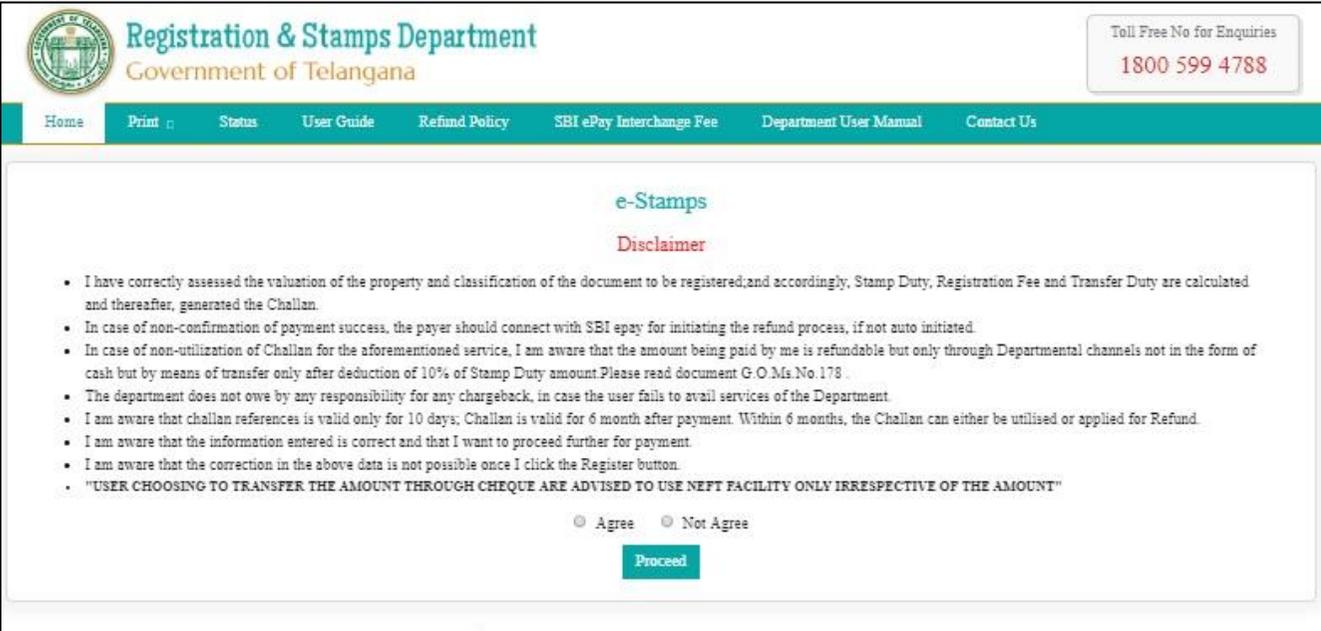
To make payment through  Online Mode through SBI ePay in the next screen please follow the instructions below:-

- To make payment by cash, please select "**SBI BRANCH PAYMENT**" option to generate cash receipt and proceed to any designated SBI branch.
- To make online payment please use the other existing options such as Net Banking, Debit/Credit Card etc.

At the bottom center is a blue 'Proceed' button. At the very bottom, a note reads: 'Note: Save the Challan Number for future reference'.

## Step- 5

After noting down the challan number and passcode, click on 'Proceed' button to proceed for online/offline payment of registration charges. A Disclaimer screen will open. Please study the disclaimer carefully and select 'Agree' and click on button proceed for payment of registration charges. This will redirect the user to SBI ePAY payment portal.



The screenshot shows the website interface for the Registration & Stamps Department, Government of Telangana. The header includes the department name, logo, and a toll-free number (1800 599 4788). A navigation menu contains links for Home, Print, Status, User Guide, Refund Policy, SBI ePay Interchange Fee, Department User Manual, and Contact Us. The main content area is titled 'e-Stamps' and 'Disclaimer'. It contains a list of terms and conditions regarding the registration process, including payment success, refundability, and validity of the challan. At the bottom, there are radio buttons for 'Agree' and 'Not Agree', and a 'Proceed' button.

**Registration & Stamps Department**  
Government of Telangana

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1800 599 4788

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**e-Stamps**  
**Disclaimer**

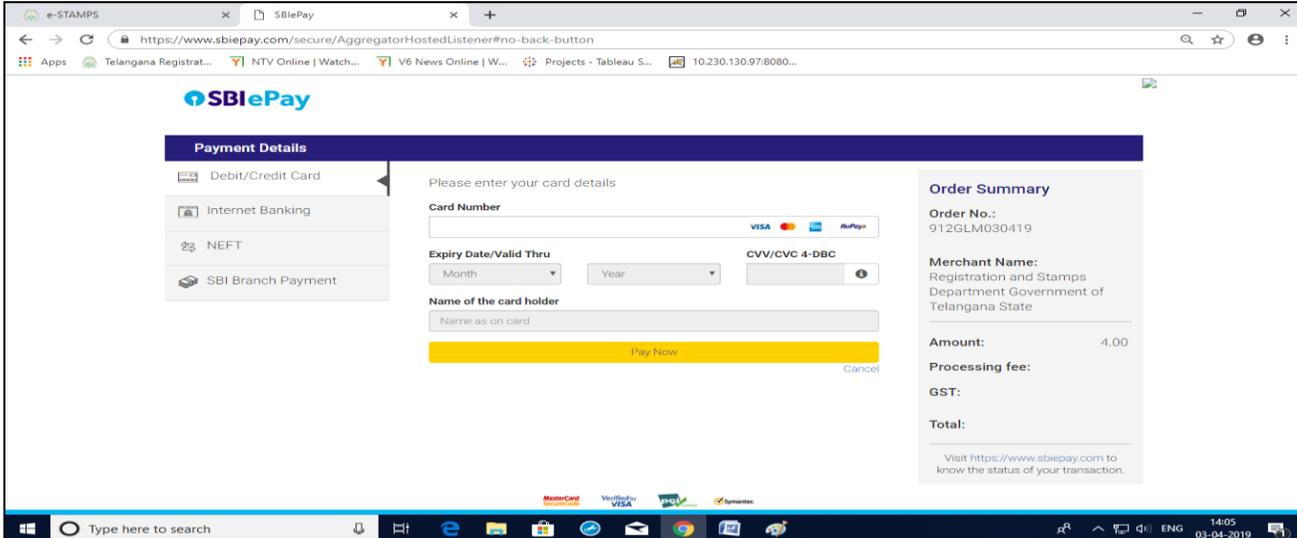
- I have correctly assessed the valuation of the property and classification of the document to be registered, and accordingly, Stamp Duty, Registration Fee and Transfer Duty are calculated and thereafter, generated the Challan.
- In case of non-confirmation of payment success, the payer should connect with SBI epay for initiating the refund process, if not auto initiated.
- In case of non-utilization of Challan for the aforementioned service, I am aware that the amount being paid by me is refundable but only through Departmental channels not in the form of cash but by means of transfer only after deduction of 10% of Stamp Duty amount. Please read document G.O.Ms.No.178.
- The department does not owe by any responsibility for any chargeback, in case the user fails to avail services of the Department.
- I am aware that challan references is valid only for 10 days; Challan is valid for 6 month after payment. Within 6 months, the Challan can either be utilised or applied for Refund.
- I am aware that the information entered is correct and that I want to proceed further for payment.
- I am aware that the correction in the above data is not possible once I click the Register button.
- "USER CHOOSING TO TRANSFER THE AMOUNT THROUGH CHEQUE ARE ADVISED TO USE NEFT FACILITY ONLY IRRESPECTIVE OF THE AMOUNT"

Agree  Not Agree

**Proceed**

## Step-6

- a) If user wishes to pay online, then the user needs to select mode of payment like Debit/Credit card, Internet Banking or NEFT and authorize the payment by giving proper credentials. If user gets successful status, then Challan in duplicate is rendered by the system containing SBlepay confirmation reference number. The user needs to print the challan and submit to SRO along with the document to the Sub-Registrar, while retaining party's copy.



The screenshot displays the SBIlePay website interface. The browser address bar shows the URL: <https://www.sblepay.com/secure/AggregatorHostedListener#no-back-button>. The page features the SBIlePay logo and a navigation menu with the following options: Debit/Credit Card (selected), Internet Banking, NEFT, and SBI Branch Payment.

The main content area is titled "Payment Details" and contains the following fields:

- Card Number:** A text input field with a dropdown menu for card type (VISA, MasterCard, RuPay).
- Expiry Date/Valid Thru:** Two dropdown menus for Month and Year.
- CVV/CVC 4-DBC:** A text input field with a dropdown menu for card type.
- Name of the card holder:** A text input field with the placeholder "Name as on card".

Below the input fields are two buttons: "Pay Now" (highlighted in yellow) and "Cancel".

On the right side, there is an "Order Summary" section with the following details:

- Order No.:** 912GLM030419
- Merchant Name:** Registration and Stamps Department Government of Telangana State
- Amount:** 4.00
- Processing fee:** GST:
- Total:**

At the bottom of the page, there is a footer with the text: "Visit <https://www.sblepay.com> to know the status of your transaction."



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**1800 599 4788**

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**e- STAMPS**  
**Document Registration online eChallan**

Online Challan Proforma [SRO copy]



**Registration & Stamps Department**  
Telangana

**Challan No: 912GLM030419**

Bank Code : sbiepay

Remitter Details:	
Name	SANTHOSH
PAN Card No	AKHPM1008M
Aadhar Card No	
Mobile Number	*****917
Address	HYDERNAGAR
Executant Details:	
Name	M SANTHOSH
Address	HYDERNAGAR
Claimant Details:	
Name	PRANAI
Address	HYDERABAD
Document Nature	
Nature of Document	Sale Deed
Property Situated in(District)	RANGAREDDY
Amount Details:	
Stamp Duty	1
Transfer Duty	1
Registration Fee	1
User Charges	1
TOTAL	4
Total in Words	Four Rupees Only
Date(DD-MM-YYYY)	03-04-2019
Transaction Id	1877218273221
Stamp & Signature	

Online Challan Proforma[Citizen copy]



**Registration & Stamps Department**  
Telangana

**Challan No: 912GLM030419**

Bank Code : sbiepay

Remitter Details:	
Name	SANTHOSH
PAN Card No	AKHPM1008M
Aadhar Card No	
Mobile Number	*****917
Address	HYDERNAGAR
Executant Details:	
Name	M SANTHOSH
Address	HYDERNAGAR
Claimant Details:	
Name	PRANAI
Address	HYDERABAD
Document Nature	
Nature of Document	Sale Deed
Property Situated in(District)	RANGAREDDY
Amount Details:	
Stamp Duty	1
Transfer Duty	1
Registration Fee	1
User Charges	1
TOTAL	4
Total in Words	Four Rupees Only
Date(DD-MM-YYYY)	03-04-2019
Transaction Id	1877218273221
Stamp & Signature	

b) If user chooses to pay by CASH at SBI branch office, the user need to select 'SBI Branch Payment' option and fill the required particulars for generating SBI Brach payment challan in duplicate. The user has to print the same and visit any SBI Branch for making payment. Then SBI 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. SBI Branch retains Bank Copy of the Challan and returns Customer copy. User has to submit this Customer

copy and generated eChallan duplicate copy from the portal along with the document to the Sub Registrar at the time of registration.

e-STAMPS <https://www.sbiepay.com/secure/>

<https://www.sbiepay.com/secure/merchant/aggCashOrderChallanReceipt.jsp#no-back-button>

Apps Telangana Registrat...



**SBI Branch Payment Challan**

**Bank Copy**

**CBS Navigation**

- Apps->SI->Under Service Integration, click on "Check-in"->On left sidebar, click on SBIePay->Enter Challan No\*->Fetch->Confirm->Copy auto generated reference No.(25digit)
- Select Screen No.29061 in CBS System->Paste auto generated reference No.->Transmit.

Challan No.(ATRN):	8156560240722	Challan generation date and time:	03-04-2019 15:36:25
Challan Expiry on :	10-Apr-2019 at close of business hours	Amount to pay:	INR 4.0
Name of the Merchant Partner :	Registration and Stamps Department Government of Telangana State	Merchant order no.:	76287030419
Name of the customer :	M Santhosh	Mode of payment :	SBI Branch Payment
Mobile Number :	9948583917	Email ID :	sanrdv12@gmail.com
Additional Details :			



**Customer Copy**

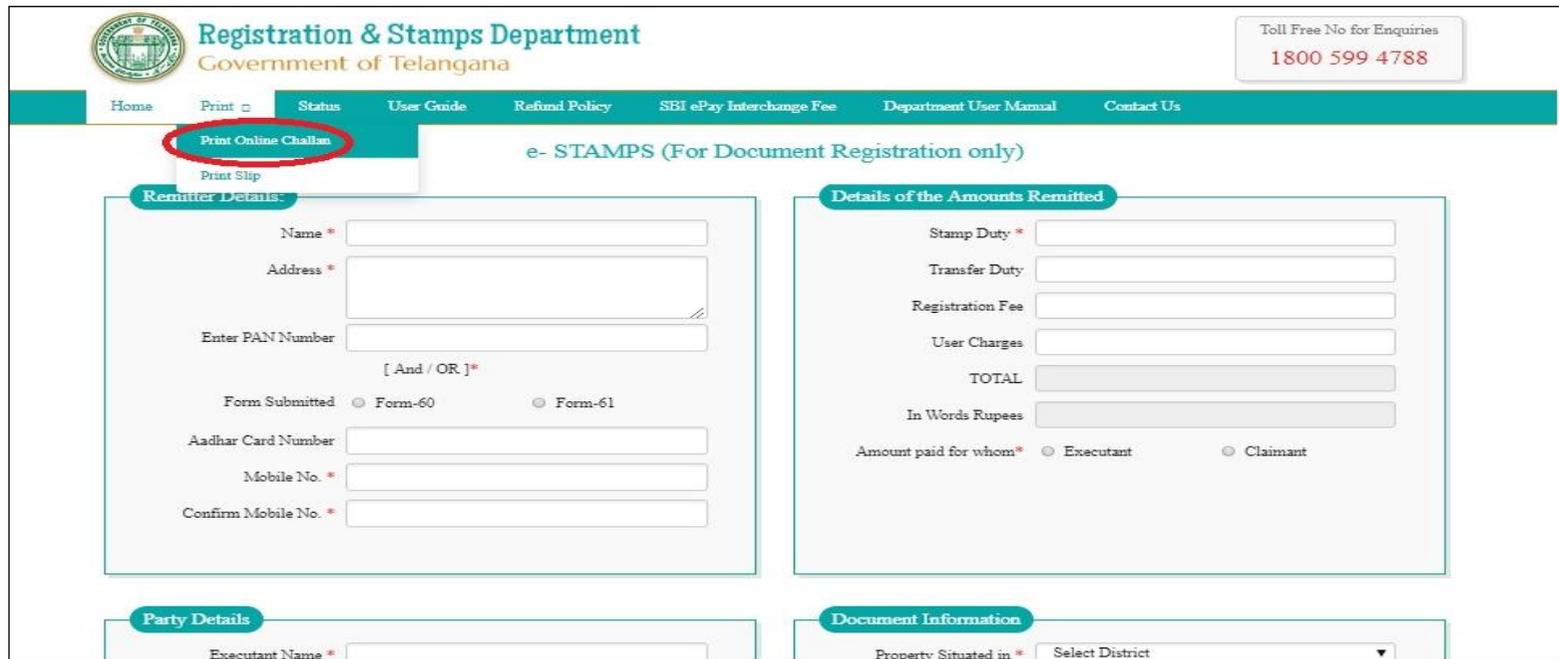
Challan No.(ATRN) :	8156560240722	Challan generation date and time :	03-04-2019 15:36:25
Challan Expiry on :	10-Apr-2019 at close of business hours	Amount to pay:	INR 4.0
Name of the Merchant Partner :	Registration and Stamps Department Government of Telangana State	Merchant order no.:	76287030419
Name of the customer :	M Santhosh	Mode of payment :	SBI Branch Payment
Mobile Number:	9948583917	Email ID:	sanrdv12@gmail.com
Additional Details :			

*Note for the customer:*

1. This challan is accepted at all branches of State Bank of India.
2. In case of any issue related to payment, kindly register your queries with [sbiepay@sbi.co.in](mailto:sbiepay@sbi.co.in) or our toll-free number: 1000-221-401. Please quote Challan(ATRN) No in all your correspondences.
3. Refunds if any, to be taken up with the merchant directly. No refunds shall be entertained at SBI.

## Step-7

To generate duplicate copy of eChallan after successful offline payment, user need to go to registration portal, click on 'Print Online Challan' menu option in the eSTAMPS challan page as shown below. Provide the necessary details and click on 'Submit' button to generate the challan.



The screenshot displays the 'Registration & Stamps Department' website for the Government of Telangana. The page title is 'e- STAMPS (For Document Registration only)'. A navigation menu includes 'Home', 'Print', 'Status', 'User Guide', 'Refund Policy', 'SBI ePay Interchange Fee', 'Department User Manual', and 'Contact Us'. The 'Print' menu is expanded, showing 'Print Online Challan' (highlighted with a red circle) and 'Print Slip'. The main form is divided into four sections: 'Remitter Details', 'Details of the Amounts Remitted', 'Party Details', and 'Document Information'. The 'Remitter Details' section includes fields for Name, Address, PAN Number, Form Submitted (Form-60 or Form-61), Aadhar Card Number, Mobile No., and Confirm Mobile No. The 'Details of the Amounts Remitted' section includes fields for Stamp Duty, Transfer Duty, Registration Fee, User Charges, TOTAL, and In Words Rupees, along with radio buttons for 'Amount paid for whom' (Executant or Claimant). The 'Party Details' section has a field for Executant Name. The 'Document Information' section has a dropdown for Property Situated in (Select District). A toll-free number for enquiries, 1800 599 4788, is displayed in the top right corner.

Registration & Stamps Department  
Government of Telangana

Toll Free No for Enquiries  
1800 599 4788

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Print Online Challan  
Print Slip

e- STAMPS (For Document Registration only)

**Remitter Details:**

Name \*  
Address \*  
Enter PAN Number  
[ And / OR ] \*  
Form Submitted  Form-60  Form-61  
Aadhar Card Number  
Mobile No. \*  
Confirm Mobile No. \*

**Details of the Amounts Remitted**

Stamp Duty \*  
Transfer Duty  
Registration Fee  
User Charges  
TOTAL  
In Words Rupees  
Amount paid for whom \*  Executant  Claimant

**Party Details**

Executant Name \*

**Document Information**

Property Situated in \* Select District

https://registration.telangana.gov.in/echallan/download/printChallan.htm

Telangana Registrat... NTV Online | Watch... V6 News Online | W... Projects - Tableau S... 10.230.130.97:8080...

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**e-Stamps**

  
**Document Registration Online Challan**

Enter eChallan Number \*

Enter eChallan passcode \*

**Search**

**Note:**

- ✚ In the offline mode, after payment of charges at SBI Branch it may take a maximum of 30 minutes time for the electronic transfer of information from SBI to the SRO. Therefore, users are advised to visit SRO 30 minutes after payment in SBI Branch.
- ✚ 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.

**e-STAMPS REFUND POLICY:**

G.O.Ms. 178, Revenue (Regn-I) Dept. Dt. 5-08-2017 & CIG Endt.No.CARD 1/2334/2015 Dt.08-08-2017.

To be read with Revised G.O.Ms.No. 92, Dated: 09.05.2018

Government after careful examination of the matter hereby accept the proposal of the Commissioner & Inspector General of Registration and Stamps, Telangana, Hyderabad and order the procedure and terms conditions for refund of stamp duty as mentioned below.

(i) The claim for refund shall be submitted by the person, by whom the payment was made, before the District Registrar concerned in whose jurisdiction the payment was made.

(ii) A copy of the e-STAMPS receipt generated with the banker's endorsement, signature and seal shall be enclosed to the application for refund in case of offline mode; and in case of online mode, e-STAMPS receipt generated and signed by the party is enough.

(iii) The application for refund shall be made within a period of six months from the date of payment on the analogy of sub-sections (2) and (3) of Section 50 of the Indian Stamp Act, 1899.

(iv) The District Registrar shall verify the application with the data provided to him and on satisfying himself that the amount was not utilized, he may accord sanction for refund of (a) Stamp duty and transfer duty duly deducting 10% thereof; and (b) Registration fees and user charges without imposing any cut as per Registration Rule 185.

(v) In the case of online payments, where due to technical reasons, amounts were deducted more than once and two or more receipts were generated; and services of the department were utilized using one

receipt and refund is claimed on the other unutilized receipts, no deduction shall be made even in the case of stamp duty and transfer duty.

(vi) After according sanction for refunds, bills may be preferred on the Treasury concerned and the Treasury, after passing the bills, may credit the amount to the account of the Applicant wherever possible or issue Demand Draft in his name.

(vii) Six months' time limit for utilization of the amounts paid through e-STAMPS by and between the same parties.

(viii) The District Registrar on receipt of application for refund should verify the details in the computer module such as name of remitter, his PAN Card, Aadhaar Card, Mobile number, Names of executants and claimants, nature of instrument and stamp duty, registration fee, transfer duty etc., and satisfy himself that the e-STAMPS receipt is genuine and the amounts paid through this receipt are not utilized in any manner.

(ix) A certificate to the above extent to be submitted to the Treasury Officer having the jurisdiction while preferring the claim in the Treasury.

(x) Request for refund limited to six months beyond the normal period of six months shall be considered by Commissioner and Inspector General of Registration and Stamps, Telangana, Hyderabad.

(xi) The procedure of submitting original challans/e-STAMPS receipt duly endorsed by Bank/Treasury Officer along with refund claims stands modified in the revised system of e-STAMPS and the requirement of submitting original challan/e-STAMPS Receipt with banker's sign is dispensed with in case of e-STAMPS online mode payments refund requests.