User Manual for Payment of Application Fees through electronic Payment mode on e-Challan PG portal of Government of Goa.

Step 1 : Please access e-Challan PG portal of Government of Goa *https://egov.goa.nic.in/echallanpg/home.aspx*. Please ensure you prefix **https** and **not http** in the address. The home page screen shot is given below. Click on **"QuickPay"** option.

Step 2 : Click on **"Online Payment"** and fill Party Details. Fill in Mobile Number, Party Name , Address, Pincode, email id and Click on **"+ Service Details"**

Step 3 : --> select **"Other Services"**,
--> select Department Name: 62- Law,
--> select Services: Recruitment fees,
--> select Sub Service: Application Fees for the Post of Staff Car Driver,
--> enter Amount: <enter fees amount>,
--> Click **"Add to list"** and Click on **"+ Initiate Payment"**

Step 4 :- enter the sum of two numbers shown in the image and Click on **"Submit"**

Step 5:- on "Submit" you will get e-challan number which can be used for all future reference. Select "Pay Now" option and Click on "Initiate Payment".

Step 6:- Select Payment option and make payment.

Step 7 :- After successful payment, Click on "Print" to open e-receipt in PDF format. Print and save it for future reference.

Format of e-receipt / e-challan (PDF file)

Mention this Echallan No. and Echallan Date in Application

Note :- To reprint receipt anytime, access e-Challan PG portal of Government of using address **https://egov.goa.nic.in/echallanpg/home.aspx**. Click on **"QuickPay"** option. Then Click on **"Reprint echallan Receipt"**. Enter details and Click on **"Print"** button.

----- Thank You -----