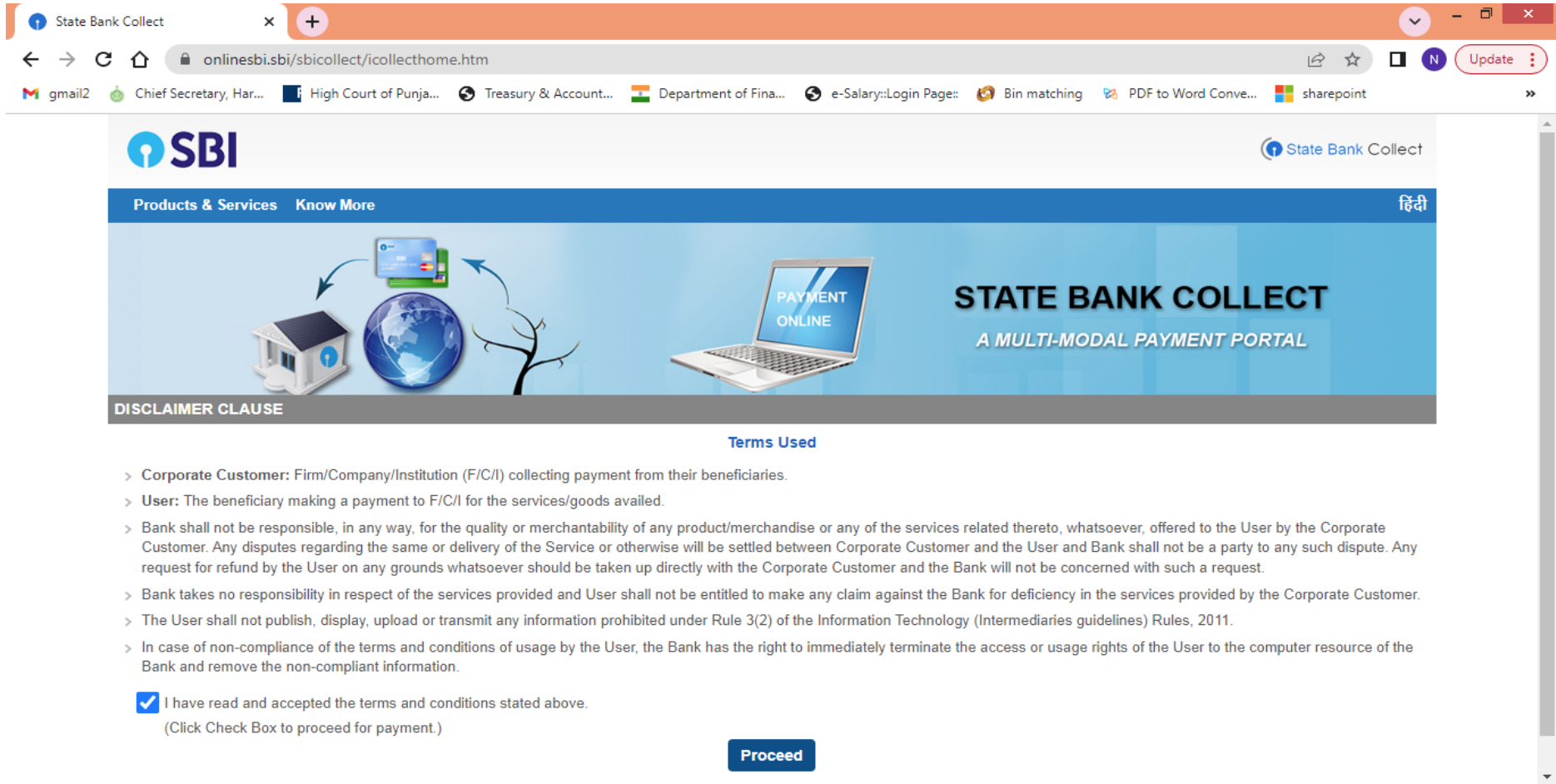


## STEP by STEP Guide for Depositing Cost Online

**Step I:** Click on the Link provided on website of HALSA or alternatively visit onlinesbi.com and click on SBCollect



The screenshot shows a web browser window with the URL [onlinesbi.sbi/sbicollect/icollecthome.htm](https://onlinesbi.sbi/sbicollect/icollecthome.htm). The page features the SBI logo and the text "State Bank Collect". Below the logo, there is a navigation bar with "Products & Services" and "Know More" links, and a language selector for "हिंदी". The main banner area contains an illustration of a building, a globe, and a laptop displaying "PAYMENT ONLINE", with the text "STATE BANK COLLECT A MULTI-MODAL PAYMENT PORTAL".

**DISCLAIMER CLAUSE**

[Terms Used](#)

- > **Corporate Customer:** Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > **User:** The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

I have read and accepted the terms and conditions stated above.  
(Click Check Box to proceed for payment.)

[Proceed](#)

**Step II:** Upon Clicking Proceed, the following page will be displayed. Please select State as Haryana

The screenshot shows the SBI State Bank Collect website interface. The browser's address bar displays the URL `onlinesbi.sbi/sbicollect/sbclink/displayinstitutiontype.htm`. The page header includes the SBI logo and the text "State Bank Collect". Below the header, there is a navigation bar with "State Bank Collect" and "State Bank Mops" options. The main content area features a form with two required fields: "State of Corporate / Institution \*" and "Type of Corporate / Institution \*". The "State of Corporate / Institution \*" dropdown menu is open, showing a list of Indian states and territories. "Haryana" is selected and highlighted in blue. Other visible options in the dropdown include Chhattisgarh, Dadra and Nagar Haveli, Daman and Diu, Goa, Gujarat, Himachal Pradesh, Jammu and Kashmir, Jharkhand, Karnataka, and Kerala. A "Go" button is located to the right of the dropdown. A red warning box contains the text: "Mandatory fields are marked with an asterisk (\*)" and "State Bank Collect is a unique service for paying...". At the bottom of the page, there is a footer with "© State Bank of India" on the left and "Privacy Statement | Disclosure | Terms of Use" on the right. The date and time "11-Nov-2022 [01:09 PM IST]" are displayed in the top right corner of the main content area.

**Step III:** On the very same page, Select “Government Department” in Type of Corporate/Institution and Press “Go”

The screenshot shows the SBI State Bank Collect website interface. The browser address bar displays the URL: `onlinesbi.sbi/sbcollect/sbclink/displayinstitutiontype.htm`. The page header includes the SBI logo and the text "State Bank Collect". Below the header, there is a navigation bar with "State Bank Collect" and "State Bank Mops". The main content area is titled "State Bank Collect" and shows the date and time: "11-Nov-2022 [01:09 PM IST]". The page prompts the user to "Select State and Type of Corporate / Institution".

The "State of Corporate / Institution \*" field is set to "Haryana". The "Type of Corporate / Institution \*" field is open, showing a dropdown menu with the following options:

- Select Type -----
- Charitable Institutions
- Commercial Services
- Educational Institutions
- Govt Department**
- Industry
- Merchant
- Others
- PSU - PUBLIC SECTOR UNDERTAKING
- Religious Institutions

A "Go" button is visible next to the dropdown menu. Below the dropdown, there is a red warning box with the following text:

- Mandatory fields are marked with an asterisk (\*)
- State Bank Collect is a unique service for paying...

At the bottom of the page, there is a footer with the text "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

**Step IV:** The Next page will prompt to select Department, select **“State Legal Aid Fund, Haryana State Legal Services Authority”** and Click **“Submit”**

The screenshot shows a web browser window with the URL `onlinesbi.sbi/sbicollect/payment/listinstitution.htm`. The page header includes the SBI logo and "State Bank Collect". A navigation bar shows "State Bank Collect" and "State Bank Mops". The main content area is titled "State Bank Collect" and "Select from Govt Department". A form field labeled "Govt Department Name \*" has a dropdown menu open, displaying a list of government departments. The selected option is "STATE LEGAL AID FUND, HARYANA STATE LEGAL SERVICES AUTHORITY".

Browser tabs include: gmail2, Chief Secretary, Har..., High Court of Punja..., Treasury & Account..., Department of Fina..., e-Salary::Login Page::, Bin matching, PDF to Word Conve..., sharepoint.

Page header: SBI, State Bank Collect

Navigation: State Bank Collect ▾ State Bank Mops

Breadcrumbs: State Bank Collect / State Bank Collect

Page title: State Bank Collect

Page timestamp: 11-Nov-2022 [01:13 PM IST]

Section: Select from Govt Department

Form field: Govt Department Name \*

Dropdown menu options:

- Select Govt Department --
- DSOI
- HARYANA STATE WAREHOUSING CORPORATION PANIPAT
- HARYANA STATE WAREHOUSING CORPORATION ROHTAK
- HARYANA STATE WAREHOUSING CORPORATION, PANCHKULA
- HARYANA STATE WAREHOUSING CORPORATION, REWARI
- HARYANA STATE WAREHOUSING CORPORATION-- KAITHAL
- Haryana Warehouse Corporation- Ambala City
- ICAR - II W B R KARNAL
- NBAGRKARNAL
- STATE LEGAL AID FUND, HARYANA STATE LEGAL SERVICES AUTHORITY
- THE HARYANA STATE BOARD OF TECH. EDU.

Footer: © State Bank of India, Privacy Statement | Disclosure | Terms of Use

**Step V: After Clicking Submit, the Website will prompt for “Selecting Payment Category”, please select “Cost Deposit HALSA”**

The screenshot shows a web browser window with the URL `onlinesbi.sbi/sbicollect/payment/listcategory.htm`. The browser's address bar and tabs are visible at the top. The page header includes the SBI logo and the text "State Bank Collect". Below the header, there is a navigation bar with "State Bank Collect" and "State Bank Mops". The main content area features the logo of the State Legal Aid Fund, Haryana State Legal Services Authority, and its address: "INSTITUTIONAL PLOT NO. 9 SECTOR 14 PANCHKULA, Panchkula-134112". The page is titled "State Bank Collect" and shows the date and time "11-Nov-2022 [01:18 PM IST]". The main form area is titled "Provide details of payment" and contains a dropdown menu for "Select Payment Category \*". The dropdown menu is open, showing the following options: "-- Select Category --", "-- Select Category --", "Cost Deposit HALSA", and "FINE PAYMENT". The "Cost Deposit HALSA" option is highlighted. Below the dropdown menu, there is a red warning box with the following text: "Mandatory fields are marked with an asterisk (\*)", "The payment structure document if available will be attached to the online payment process.", and "Date specified(if any) should be in the format of DD/MM/YYYY". The footer of the page includes the text "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

State Bank Collect

State Bank Collect / State Bank Collect

State Bank Collect 11-Nov-2022 [01:18 PM IST]

STATE LEGAL AID FUND, HARYANA STATE LEGAL SERVICES AUTHORITY  
INSTITUTIONAL PLOT NO. 9 SECTOR 14 PANCHKULA, Panchkula-134112

Provide details of payment

Select Payment Category \*

-- Select Category --

-- Select Category --

Cost Deposit HALSA

FINE PAYMENT

Mandatory fields are marked with an asterisk (\*)

The payment structure document if available will be attached to the online payment process.


Date specified(if any) should be in the format of DD/MM/YYYY

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**Step VI:** A menu will be opened wherein all the details are to be filled e.g. Case details, details of depositor, Amount of Cost to be deposited

← → ↻ 🏠 🔒 onlinesbi.sbi/sbicollect/payment/showpaymentdetails.htm

gmail2 Chief Secretary, Har... High Court of Punja... Treasury & Account... Department of Fina... e-Salary::Login Page: Bin matching PDF to Word Conve... sharepoint Update

 **STATE LEGAL AID FUND, HARYANA STATE LEGAL SERVICES AUTHORITY**  
INSTITUTIONAL PLOT NO. 9 SECTOR 14 PANCHKULA, Panchkula-134112

Provide details of payment

Select Payment Category \*

Case Type \*

If Not in list type of Case

Case Number \*

Year \*

Name of the Court \*

Date of Order \*  📅

Cost imposed ON \*

Name of the Depositor \*

Click on Submit and payment option will appear.

Select the Mode of Payment and after successful submission of payment, an e-receipt will be generated and the same can be downloaded or Print be taken for submission in Hon'ble Court.

**Please Note:** Bank/Transaction Charges, if any will be borne by the depositor

**Link for Online Deposit of Cost:**

<https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>