## PRL DISTRICT AND SESSIONS COURT, HASSAN.

## How to upload Payment Receipt & Documents

**1.** All eligible candidates shall visit the below mentioned link to upload payment receipt for the various posts.

https://hassan.dcourts.gov.in/notice-category/recruitments



Archive

**2.** Click on '**Click Here to Apply ONLINE'** button below the relevant post.

**3.** Click **'Application Fee and Upload Documents'** button as shown in the below image.

8	To Fill SBI Application Fee details and Upload Documents
NOTE	
	1.After final submission of Application Fee, The Candidate shall be download the Fee Receipt in PDF format and upload same.
	2. POP-UPS Windows must be allowed in your browser settings.
	Application Fee and Upload Documents

4. Click '**OK**' in the pop-up window.



**5.** Enter Application number, Date of Birth and click **'Submit'**.

ОК

	RECRUITMEN PRL. DISTRICT	AND SESSIONS COURT HASSAN	
9			07/09/2023
TO U	PLOAD e-RECEIPT FOR	THE POST OF PROCESS SERVER-2023	
SI.no.	Notification No	Name of the post	Last Date
1	ADM 1/2023	Recruitment for the post of Process Server	03/10/2023
Applic	ation No. :	(Enter 16 Characters)	
	f birth: Day V Month	✓ Year	

**6.** Your Application No and Name will be pre-loaded. Enter your SBCollect reference number (ie letter starting **DU**----- available on SBI payment receipt), transaction date, fees amount and enter captcha. Finally click **'Submit'** button as showed in the below image.

Status	
20. SBI Payment Information	
or SBI Payment Portal	
he given below, then Click on S	ubmit button.
Application No : HAS2329PRS001 Candidate Name : TEST	.043
Fill up the SBI Payment Details	
/our fee paid SBCollect Reference	e No, Starting Letter from DUfor example (DU_,_,_,_,_)
Your fee paid SBCollect Reference Select Transaction date:	e No, Starting Letter from DUfor example (DU_,_,_,_,_)
Your fee paid SBCollect Reference Select Transaction date:	e No, Starting Letter from DUfor example (DU_,_,_,_,_)

7. Next Upload payment receipt and X/SSLC marks card in PDF format by clicking relevant 'Browse' button and 'Upload'. Ensure that the receipt name doesn't contain any special character except ".pdf" extension. Click the declaration check box and then click on 'Final Submit'.

20.	SBI Payment Infor	mation	
or S	BI Payment Portal		
After he g	Successfull paym iven below, then C	nent, Download the Fee receipt and SB collect payment lick on Submit button.	t details shall be fillup in
To Fil	l Up e-Receipt Fee	Paid Details Fee details	
Jpda	ted successfully		
Refer	rence No : 202329	PRS001513	
Cand	lidate Name - TEST	29PRS001043	
Date	of Birth : 14 /0	5 / 1990	
ist	of the Documen	ts has Upload in(PDF Format)	
SI.No	o <mark>Name of</mark> particulars	Filetype	Upload Status
	Fee Receipt:	Fee Receipt v Browse No files selected. Upload (Max. Size 500kB )	
2	X/SSLC:	X/SSLC V Browse No files selected.	
vole:			

Note :For Candidates claiming Fees exemption as per the Notification should upload X/SSLC marks card as shown in below screen.

23			
e			07/09/2023
Statu	IS		
Refer	ence No : 202329	9PRS000001	
Appli	cation No : HAS2	329PRS000001	
Candi	idate Name : TES	т	
Date	of Birth : 14 /	05 / 1990	
List	of the Documer	nts has Upload in(PDF Format)	
SI.No	Name of particulars	Filetype	Upload Status
		X/SSLC V Browse No files selected.	
1	X/SSLC:	Upload	VIEW PDF
		(Max, Size 500kB.)	
		(Max. 5/20 500KD )	X/SS