

**OFFICE OF DISTRICT & SESSIONS JUDGE, SBS NAGAR**

**OFFICE ORDER**

In supercession to this office order bearing Endst. No. 6389-98/DSJ 5A dated 28.11.2014, directions contained in the Punjab Act No. 1 of 2010 the Court Fee Act (Punjab Second Amendment) Act 2009, notified in the Punjab Government Extraordinary Gazettee of 7.1.2010 in Schedule II, Serial 1(a) (iv) fee for the purpose of application or petition when presented to any Civil, Criminal or Revenue Court, for obtaining a copy of any Judgment, Decree or Order passed by such court being Rs. 10/- per application must be paid meticulously. Any deviation by the concerned official will be viewed seriously.

(BK Mehta)  
District & Sessions Judge  
Shaheed Bhagat Singh Nagar.

Endst. No. \_\_\_\_\_ Dated \_\_\_\_\_

Copy forwarded for information and necessary action to :-

1. All the Judicial Officers posted in this Sessions Division.
2. The Presidents, Bar Associations SBS Nagar and Balachaur.

(BK Mehta)  
District & Sessions Judge  
Shaheed Bhagat Singh Nagar.

**OFFICE OF DISTRICT & SESSIONS JUDGE, SBS NAGAR**

**OFFICE ORDER**

It has come to the notice of the undersigned that the copying fee in this Sessions Division is not being charged correctly. In view of the Chapter 17 of the Rules & Orders of Punjab & Haryana High Court Volume-4 with regard to issuance of certified copies of documents, it is hereby ordered that henceforth the copying fee be charged in this Sessions Division as follows :-

<b>Sr. No.</b>	<b>Nature of Documents</b>	<b>Rate</b>
1	(a) Copies of Judgments, decrees and Orders and all other papers connected thereto in Civil Cases	Rs. 2 per page subject to a minimum of Rs. 5. For each additional carbon copy Re. 1 per page.
	(b) Copies of Judgments in Criminal cases and papers connected thereto	Ditto
2	Copies of original documents filed in the cases and marked as exhibits	Ditto
3	Copies of entries in register	Re. 1 per entry per copy
4	Copies of documents in part-B of the files/case	Rs. 2 per page subject to a minimum of Rs. 5. For each additional Carbon copy Re. 1 per page.
5	Copies of documents of which only certified copies are placed on the record	Ditto
6	Copies of maps etc.	
	(a) Building Maps	Rs. 10 for a house upto 4 rooms. Re. 1 for each additional room per copy.
	(b) Copies of map/shajras Khasra Pamaish Khasra Khana shumari masavi etc.	Rs. 10 upto 20 Khasras. Re. 1 for each additional Khasra per copy.
	(c) Copies of Naqsha	Rs. 5 per entry per copy.
	(d) Copies of pedigree tables	Rs. 5 upto 5 entries. Re. 1 for each additional entry per copy.
7	Unattested copies of all kinds of documents on record	Re. 1 per page subject to a minimum of Rs. 2. For each additional Carbon Copy Re. 1 per page.

<b>Sr. No.</b>	<b>Nature of Documents</b>	<b>Rate</b>
8	Bahi Transliterations	Rs. 2 per page subject to a minimum of Rs. 5. For each additional carbon copy Re. 1 per page.

NOTES :

- (i) The above rates for attested and unattested copies shall also apply to copies supplied in departmental enquiries.
- (ii) For additional charges for copies required by post or and V.P.P. and for Search fees reference should be made to Rules 11 and 34.
- (iii) The urgent fee is Rs. 5 extra for each copy. Urgent fee shall be charged only when an urgent application has been made and priority is consequently given to it over other applications and not when a copy is prepared and delivered on the same day in the ordinary course.
- (iv) For the purpose of Note III above, the extra fee to be charged shall be for each paper which can properly be regarded as a separate paper, e.g. every deposition of a witness or Written Statement of a party, or order of the Court is a separate paper. In case of doubt as to whether a paper is separate or not, the decision of the Officer-in-Charge shall be final.
- (v) If two or three English type-written copies of a document are asked for, there shall be only one "Urgent Fee". If the copies asked for are from four to six, the urgent fee shall be charged for each copy. Remarks to this effect shall be made in the remarks column of Register C.D. 2.
- (vi) All copies of proceedings and other cases decided by a Debt Conciliation Board under the Punjab Relief on Indebtedness Act, 1934, shall be charged with fees on the same scale as for the Civil Suits.

District & Sessions Judge,  
Shaheed Bhagat Singh Nagar.

Endst. No. \_\_\_\_\_ Dated \_\_\_\_\_

Forwarded for information and necessary action to :-

1. All the Judicial Officers posted in this Sessions Division.
2. The Presidents Bar Associations SBS Nagar and Balachaur.
3. Copy of the Order be displayed outside the respective Copying Agencies.

District & Sessions Judge,  
Shaheed Bhagat Singh Nagar.