

# FAQ

## **Que.1 What is E- Registration?**

E registration means registration of documents through computerized and Web Enabled system of registration of documents.

## **Que. 2 What is E-Stamp?**

E-stamp or electronic stamp means an electronically generated impression on paper to denote the payment of stamp duty or such other amount that would have otherwise been paid as an impressed or adhesive or franked stamp, issued from the Electronic Stamping System.

## **Que. 3 What are the advantages of E-Registration system?**

Following are the advantages of E- Registration system :-

- (1) Any citizen having Id Proof, email id, mobile no. can register himself/herself with E-Panjiyan system through User Registration module of the application.
- (2) Any citizen can view guide line of any place situated in Madhya Pradesh.
- (3) Registered user of the application can calculate on his/her own market value of any property situated in M.P. using Property Valuation module of the application.
- (4) Registered user can calculate stamp duty for various transactions using Duty Calculation module of the application.
- (5) Registered user can initiate application from anywhere, pay requisite duty, book slot of the concerned Sub Registrar for registration of document.

## **Que. 4 Who is authorized to issue liecense to Service Providers?**

Senior District Registrar / District Registrar of the District

## **Que. 5 What are the classes of Service Providers?**

There are two classes of Service Providers:-

- (1) Individual
- (2) Banks/financial Institution/Post Offices

## **Que. 6 What is the eligibility criteria for Service Providers?**

**Eligibility for Service Provider-** In addition to the qualifications mentioned in Rule 36, the Licensing Authority may in its discretion on being satisfied that the applicant-

- (1) is over 21 years of age, on the date of the application,
- (2) is of good character,
- (3) is not employed in any department of Government / Government Undertaking / Local body, and
- (4) has passed the Higher Secondary School Certificate Examination of Madhya Pradesh Board of Secondary Education or an equivalent examination from a recognised institution.

(5) possesses an Electronic Signature under the IT Act

(i) Computer, Printer, UPS, Scanner, any other required computer peripherals specified by the department

(ii) Broad Band / High speed internet,

(6) is financially able to issue / sell e-stamps and to provide other related services,

(7) has knowledge of computer operations.

(8) has knowledge of the Stamp Act and Registration Act and Rules made there under.

**Que 7. What is the duration of license for Service Providers?**

License can be granted to eligible applicant on payment of license fee for 1 year or up to 31st March of the year of license application whichever is earlier. Renewal of license has to be obtained annually.

**Que 8. What are the different modes of payment for Stamp Duty and Registration Fees?**

There are 3 modes of payment:-

(i) Challan

(ii) Online payment

(iii) Using credit limit of Service Providers.

In addition to above Cash Payment can be made in Sub registrar office against Stamp duty / Registration Fees.

**Que. 9 What is the Credit Limit of Service Providers?**

On advance payment into Government account, Service Providers are issued a Credit Limit of that amount which has been paid in advance. Against this Credit Limit service Providers are authorized to sell e-stamp and deliver other services under e- panjiyan system. Two type of Credit Limit is issued to the Service Providers

(i) Credit Limit for sale of e-stamp

(ii) Credit Limit for other services

Commission is payable only for first type of Credit Limit which is added at the time of each transaction of e-stamp sale to the account of Service Provider after adjusting payments made by him/her against the Credit Limit.

**Que. 10 After making payments against Stamp Duty what type of receipt is obtained from the system by the party?**

Receipt contains following information:-

(i) Transaction Id

(ii) Amount

(iii) Date

(iv) Payment mode

(v) Purpose

(vi) Issuer name

**Que. 11 What information is contained in the e-stamp generated by the system?**

Each e-stamp bears-

- (1) A Serial Number / Unique Identification Number, to ensure that it can not be re-used,
- (2) The date and time of issuance and amount of stamp duty in words and figures,
- (3) The name and address of the purchaser and of the parties to the document,
- (4) A brief description of the property or the contents being the subject matter of the document,
- (5) The user ID and Code of the Service Provider / Authorised Officer issuing the e-stamp,
- (6) Digital Signature / Seal of the e-stamp issuing Service Provider/ Authorised Officer and Bar Code / Security Code etc,
- (7) Any security feature or other details specified by the Inspector General of Registration.

**Que. 12. What is the significance of e-stamp code?**

For the documents which are compulsorily registerable e-stamp is not printable before registration completion. It get's printed on the final document after registration. E-stamp code is generated by the system on payment of Stamp Duty and its realization in Government account. With the reference of this e-stamp code applicant can view information regarding amount paid, party details, particulars of transaction.