

THE HIGH COURT OF KERALA**HCKL / 5266 / 2024 - A7**Kochi -682031
Date: 15-06-2024**NOTICE**

It is decided to introduce e-Post service rendered by the INDIA POST as a new option for service of summons / notices / orders to respondents. At present, as a pilot phase, delivery of articles by e- Post will be made available only in Thiruvananthapuram District and this shall be extended to all districts of Kerala at the earliest, after due notice.

Using e-Post, the articles shall be delivered on a D+1 basis, i.e., on the next day of forwarding the articles to the dashboard of the Postal Department. Advocates can opt for sending notices through e-Post, if the Honourable Court has ordered service of notice either through e-Post or Speed Post and the advocate cannot opt for e-Post, if the service of notice is ordered to be through Registered Post.

Guidelines for Advocates/e-filers and Judicial Sections for using e-Post is appended herewith.

(By Order)

Signed by

P Krishna Kumar

Date: 15-06-2024 13:13:58
REGISTRAR GENERAL

Encl:- Guidelines for delivery of articles through e-Post

To:-

The Advocate General, Ernakulam.
The Director General of Prosecutions & State Public Prosecutor, Ernakulam.
The Additional Advocates General, Ernakulam (2 copies).
The Additional Director General of Prosecutions, Ernakulam (2 copies).
The Deputy Solicitor General of India, Ernakulam.
The President, Kerala High Court Advocates' Association, Ernakulam.
The Chairman, Bar Council of Kerala, Ernakulam.
The State Attorney, Advocate General's Office, Ernakulam.
The Senior Counsel, Government of India (Taxes), Ernakulam.
The President, Kerala High Court Senior Advocates' Association, Ernakulam.
The President of Kerala Federation of Women Lawyers, Ernakulam.
The Vice-Presidents, Kerala High Court Advocates' Association, Ernakulam.
The Secretary, Rule Committee under Section 123 CPC, High Court.

VERDICTUM.IN

The Secretary, Kerala High Court Advocates' Association, Ernakulam.
The General Secretary, Kerala High Court Senior Advocates' Association, Ernakulam.
The Secretary, Indian Law Institute, Ernakulam.
The President, Kerala High Court Advocates' Clerks' Association, Ernakulam.
The Registrars and the Additional Registrar (General Administration), High Court.
The Director of the Kerala Judicial Academy, Athani.
The Additional Director of the Kerala Judicial Academy, Athani.
The Member Secretary, Kerala State Legal Services Authority, Ernakulam.
The Director, Kerala State Mediation and Conciliation Centre, Ernakulam.
The Deputy Director (IT), High Court.
The Deputy Director of the Kerala Judicial Academy, Ernakulam
The Assistant Director of the Kerala Judicial Academy, Ernakulam
The Secretary, High Court Legal Services Committee, Ernakulam.
The Joint Registrars, High Court
The Deputy Registrars, High Court.
The Protocol Officer, High Court.
The Private Secretary to the Chief Justice, High Court.
The Public Relations Officer, High Court.
The Finance Officer, High Court
The Manager (IT), High Court.
The Assistant Registrars and the Chief Librarian, High Court.
The Court Officer to the Chief Justice, High Court
The Additional Public Relations Officer, High Court.
The Private Secretaries to Judges, High Court.
All Officers and Sections, High Court.
The IT Section, High Court
The Confidential Assistants to the Registrars, Director (KJA) and the Additional Registrar (General Administration).
The Admn. Records Section, High Court
The Notice Board, High Court
The File/Stock.

Copy submitted to :

The Honourable the Chief Justice and the Honourable Judges

GUIDELINES FOR SENDING NOTICE THROUGH E-POST

1. In addition to sending notices to parties by Speed Post / Registered Post, an advocate or Party in Person can now send notices through e-Post. The e-filer has the option to choose e-Post if the Court has ordered delivery of notice through (i) Speed Post or (ii) e-Post or (iii) means of delivery not specified. However, when the Court orders service through Registered Post, the e-filer cannot choose the option of e-Post. Also, if the Court orders delivery of notice through e-Post, the e-filer has to choose e-Post only. For serving notice through e-Post, the e-filer has to first apply a process memo from his dashboard. It is to be noted that process memo can be filed by (i) an advocate who holds vakalath or MOA in the pending case (e-filed or digitized) or (ii) a Party in person if his mobile number is available in the pending case. After selecting the party/parties to whom the notice is to be sent, the e-filer can proceed to the payment of process memo court fees through the Treasury interface. After successful payment of the process memo court fees, the e-filer can proceed to submit the process memo request to the Section for Step 2.
2. Section Assistant views the details submitted by the e-filer in his inbox and verifies whether the address and Pincode entered is complete. He modifies the address and Pincode if needed. In case of more than one address, for example, 'residing at and now residing at', 'residing at and represented by' etc, the Section Assistant has to edit the same and enter only one specific address to which the notice is to be sent, along with the correct Pincode. The Section Assistant verifies whether the Court has ordered service of notice through Speed Post / e-Post, or the means of delivery has not been

specified. If the Court has ordered delivery of notice through Registered Post or Special Messenger, the Section Assistant rejects the application for process memo. The list of documents in the case is displayed in his dashboard, from which he can choose the set of documents required for sending notice. Based on this, the e-Post fee is calculated and displayed. The Section Assistant then sends the request back to the advocate/party in person.

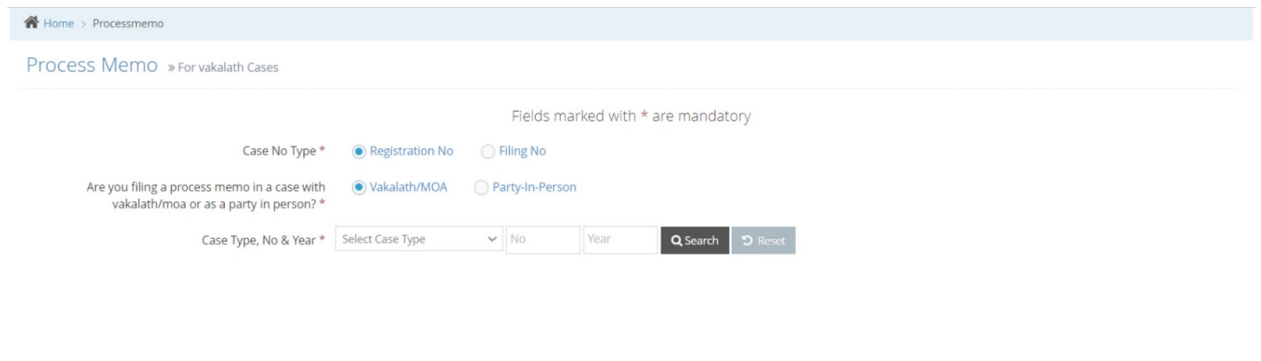
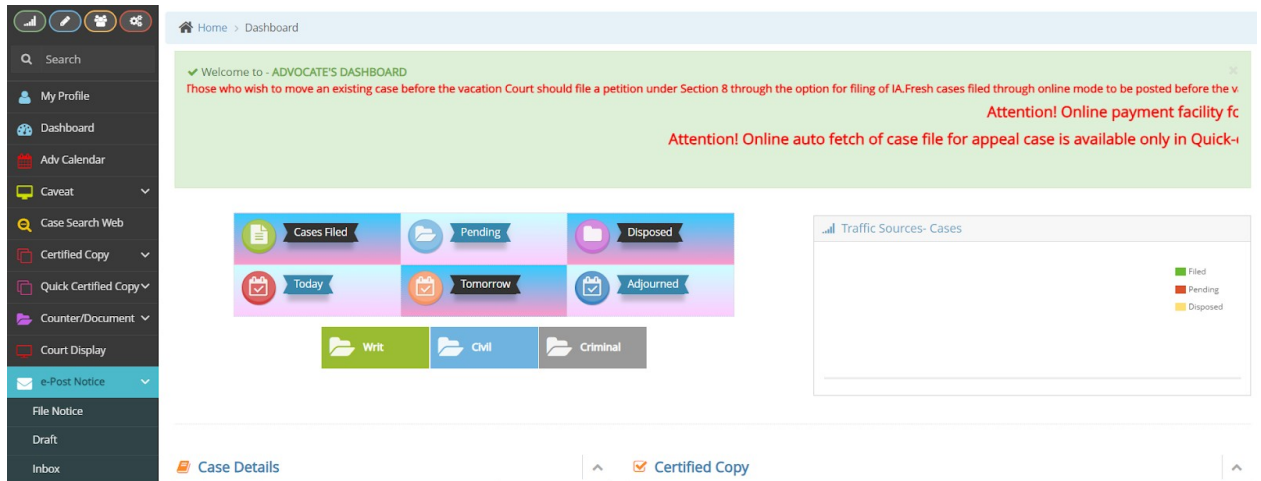
3. Advocate can do the payment of the Speed Post fees (calculated based on the documents selected by the Section Assistant) through the SBI Gateway and submit it back to the Section.
4. Section Assistant receives SMS alert when a notice is received in their inbox. Section Assistant confirms that the required payment amount is paid and will add the date of posting in the memo. Then the request is forwarded to the Section Officer.
5. Section Officer verifies the correctness and digitally signs the notice using Organisational Digital Signature, after which the notice is despatched.
6. The digitally signed notice is received in the inbox of the e-Post nodal office to which the Pincode in the notice belongs.
7. Postal department downloads the notice and case file and sends the same to the recipient. The address of the recipient is also available for download. It may be noted that the articles will be delivered to the recipient's address on a D+1 basis, that is, one day after the Section Officer despatches the documents to the dashboard of Postal Department.

8. Postal department can update the tracking ID, date of booking and date of delivery of article in the notice. Based on the delivery status, the Postal Department can update the status against each notice.

The screenshots explaining the entire process of service of notices through e-Post is given in the following pages.

1. FILING OF PROCESS MEMO AND PAYMENT (E-FILER DASHBOARD)

Advocate should file a process memo using ' e-Post Notice' menu. Process memo can be applied from the dashboard by clicking e-Post Notice > File Notice.



Enter the Case Number. Choose whether the e-filer is filing the process memo as an advocate having vakalath / MOA in the case, or as a party in person.

Home > Processmemo

Process Memo » For vakalath Cases

Fields marked with * are mandatory

Case No Type * Registration No Filing No

Are you filing a process memo in a case with vakalath/moa or as a party in person? * Vakalath/MOA Party-In-Person

Case Type, No & Year * OP (DRT) 36 2024

Issue notice to * Petitioner Respondent

Parties *

Court Fee * 16

Select the party for whom the notice is to be sent from the list of parties.

Home > Processmemo

Process Memo » For vakalath Cases

Fields marked with * are mandatory

Case No Type * Registration No Filing No

Are you filing a process memo in a case with vakalath/moa or as a party in person? * Vakalath/MOA Party-In-Person

Case Type, No & Year * OP (DRT) 36 2024

Issue notice to * Petitioner Respondent

Parties *

Court Fee *

Click on 'Proceed to Payment' button.

Home > Processmemo

Process Memo » For vakalath Cases

Fields marked with * are mandatory

Case No Type * Registration No Filing No


Are you filing a process memo in a case with vakalath/moa or as a party in person? * Vakalath/MOA Party-In-Person

Case Type, No & Year * OP (DRT) 36 2024

Issue notice to * Petitioner Respondent

Parties * * R1 AUTHOIRSED OFFICER THE FEDERAL BANK LTD, KIZHILAM BRANCH, ERNAKULAM, Pincode : 682015











Court Fee * 16

 e-Treasury Government of Kerala

Select Payment Option ePayment permitted foreign Countries

- Net Banking (Direct)
- Payment Gateway 1 (New) Preferred
- Payment Gateway 2

Select Bank

 Federal Bank	 State Bank of India	 Canara Bank
 Bank of Baroda	 Bank of India	 IDBI Bank
 INDIAN BANK	 Indian Overseas Bank	 Punjab National Bank
 Union Bank of India		

After successful payment, click on 'File Process Memo' button.

The screenshot shows the 'Process Memo' form for vakalath cases. The form includes the following fields and options:

- Case No Type * : Registration No, Filing No
- Are you filing a process memo in a case with vakalath/moa or as a party in person? * : Vakalath/MOA, Party-In-Person
- Case Type, No & Year * : OP (DRT) | 36 | 2024 | Search | Reset
- Issue notice to * : Petitioner, Respondent
- Parties * : R1 AUTHOIRSED OFFICER THE FEDERAL BANK LTD, KIZHILAM BRANCH, ERNAKULAM, Pincode : 682015
- Court Fee * : 16 | PROCEED TO PAYMENT

Fields marked with * are mandatory.

At the bottom of the form, there is a green button labeled 'FILE PROCESS MEMO'.

Enter OTP and click on 'Proceed'.

The screenshot shows the 'Enter OTP' modal dialog. The dialog has the following text and elements:

- Enter OTP
- Enter OTP sent to your registered Mobile number
- Input field for the OTP
- Cancel button
- Proceed! button

Success message is displayed.

The screenshot shows the 'Success' modal dialog. The dialog has the following text and elements:

- Success
- Success - Process memo filing is completed
- Cancel button
- Proceed! button

2. VERIFICATION OF PROCESS MEMO AND CALCULATION OF E-POST FEES (SECTION ASSISTANT DASHBOARD)

Once the process memo is submitted by the advocate, the same will be visible in the inbox of the Section Assistant dashboard.

Click on 'Online Process Memo' menu to Proceed further.

Online Process Memo » For Notice Issue

Show 10 entries

#	e-Process No	Filed On	Case	Court Fee	Party	Status	Actions
1	ENOTICE-2024-000001	19-02-2024 16:40:29	WP(C) 6576/2024	Rs. 1	R1 - DIRECTOR OF GENERAL EDUCATION	Submitted	PROCESS POST RETURN VIEW Timeline

Showing 1 to 1 of 1 entries (filtered from 10 total entries)

Previous 1 Next

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Click on 'Timeline' to view the timeline of the activities.

Online Process Memo » For Notice Issue

Show 10 entries

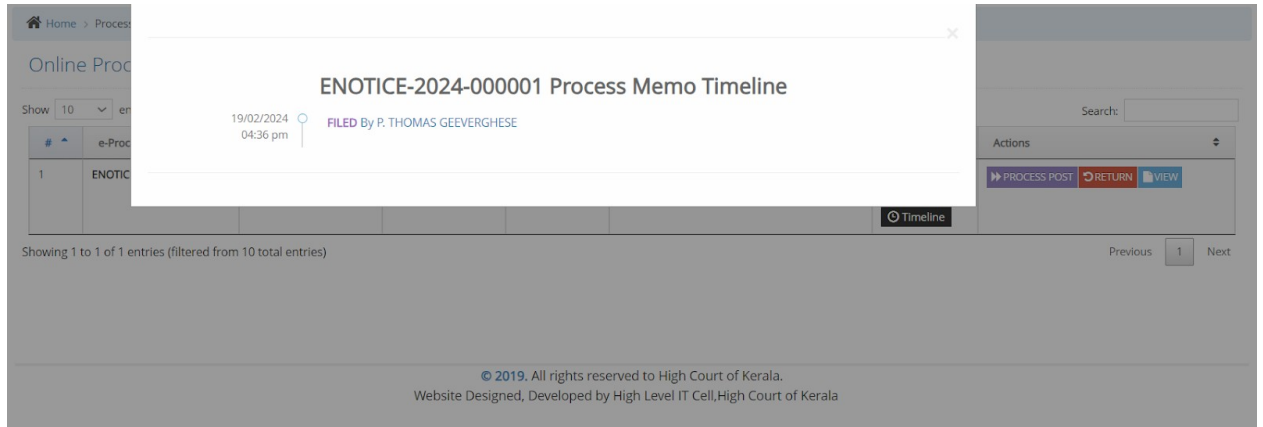
#	e-Process No	Filed On	Case	Court Fee	Party	Status	Actions
1	ENOTICE-2024-000001	19-02-2024 16:40:29	WP(C) 6576/2024	Rs. 1	R1 - DIRECTOR OF GENERAL EDUCATION	Submitted	PROCESS POST RETURN VIEW Timeline

Showing 1 to 1 of 1 entries (filtered from 10 total entries)

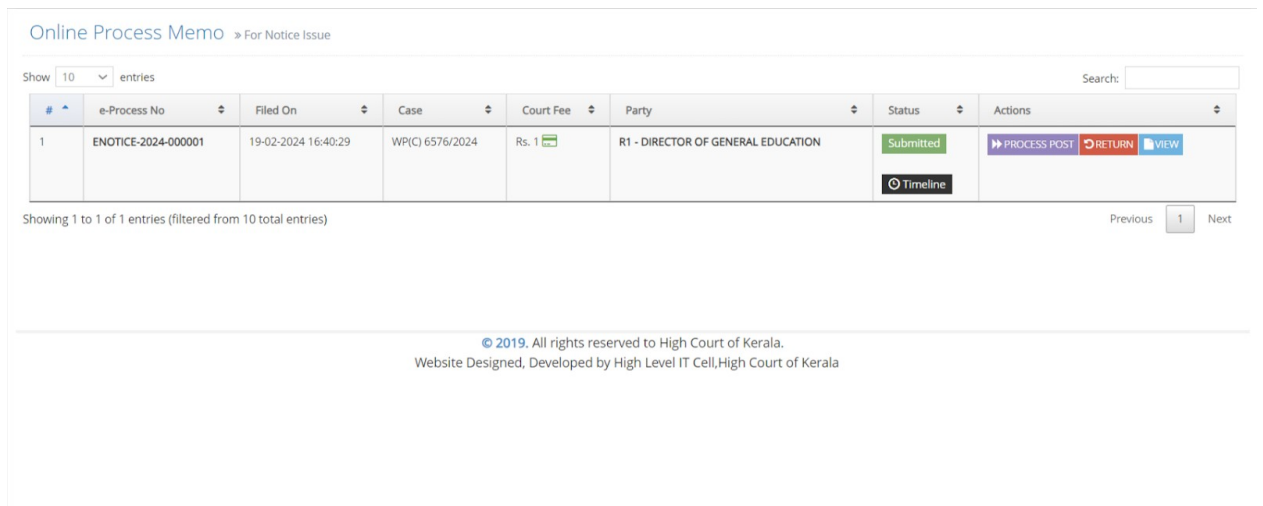
Previous 1 Next

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Website Designed, Developed by High Level IT Cell, High Court of Kerala

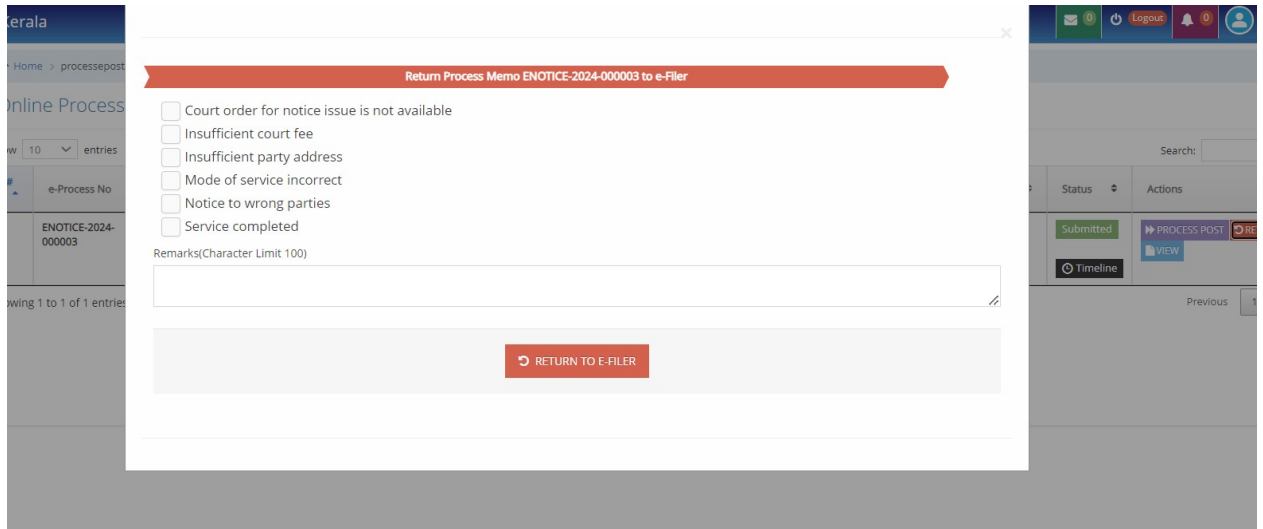
Timeline of the notice can be seen.



The Section Assistant verifies whether the Court has ordered service of notice through Speed Post / e-Post, or the means of delivery has not been specified. If the Court has ordered delivery of notice through Registered Post or Special Messenger, the Section Assistant can reject the application for process memo.



Section Assistant can select the reason and enter remarks if any and return the process memo.



To Proceed with the notice, click on 'Process Post'.

Online Process Memo » For Notice Issue

Show 10 entries

#	e-Process No	Filed On	Case	Court Fee	Party	Status	Actions
1	ENOTICE-2024-000004	05-03-2024 15:35:07	Crl.MC 2625/2021	Rs. 1	R1 - STATE OF KERALA REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018 Kerala, Pincode : 0	Submitted	PROCESS POST RETURN VIEW Timeline

Showing 1 to 1 of 1 entries (filtered from 10 total entries)

Previous 1 Next

ENOTICE-2024-000004



Date: 05/03/2024
Time: 03:35:07 pm

Case Info

- ▶ **Cri.MC 2625/2021**
- ▶ PENDING
- ▶ JAIMON Vs STATE OF KERALA
- ▶ Petitioner Adv. **P.THOMAS GEEVERGHESE (K/405/2008)-25461**
- ▶ Respondent Adv. GOVERNMENT PLEADER
- ▶ Digitized

Notice to Party Info

- ▶ **R1 - STATE OF KERALA**
- REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018 Kerala, Pincode : 0
- ▶ Filed By : **P. THOMAS GEEVERGHESE(K/405/2008)**

Notice Details

TO ADDRESS *

REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018 Kerala, Pincode : 0

PINCODE *

682018

Case File

#	Case File	View	No. of pages
<input type="checkbox"/>	Index	View File	1
<input type="checkbox"/>	Synopsis	View File	2
<input type="checkbox"/>	Statement Of Facts	View File	6
<input type="checkbox"/>	Exhibit P.1	View File	2
<input type="checkbox"/>	Exhibit P.2	View File	1
<input type="checkbox"/>	Exhibit P.3	View File	1
<input type="checkbox"/>	Exhibit4	View File	1
<input type="checkbox"/>	Vakalatnama1	View File	1
<input type="checkbox"/>	Affidavit 1	View File	2

[CALCULATE SPEED POST FEE →](#)

[Cancel](#)

[RETURN FOR PAYMENT](#)

Section Assistant can choose the set of documents required. Based on this the e-post fee is calculated and shown. The Section Assistant then returns the request back to the advocate for payment of e-post fees.

ENOTICE-2024-000002



Date: 05/03/2024
Time: 03:35:07 pm

Case Info

- ▶ **Cri.MC 2625/2021**
- ▶ PENDING
- ▶ JAIMON Vs STATE OF KERALA
- ▶ Petitioner Adv. **P.THOMAS GEEVERGHESE (K/405/2008)-25461**
- ▶ Respondent Adv. GOVERNMENT PLEADER
- ▶ Digitized

Notice to Party Info

- ▶ **R1 - STATE OF KERALA**
- ▶ REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018 Kerala, Pincode : 0
- ▶ Filed By : **P. THOMAS GEEVERGHESE(K/405/2008)**

Notice Details

TO ADDRESS *

REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018
Kerala, Pincode : 0

PINCODE *

682018

Case File

#	Case File	View	No. of pages
<input checked="" type="checkbox"/>	Index	View File	1
<input checked="" type="checkbox"/>	Synopsis	View File	2
<input checked="" type="checkbox"/>	Statement Of Facts	View File	6
<input checked="" type="checkbox"/>	Exhibit P.1	View File	2
<input checked="" type="checkbox"/>	Exhibit P.2	View File	1
<input checked="" type="checkbox"/>	Exhibit P.3	View File	1
<input checked="" type="checkbox"/>	Exhibit4	View File	1
<input type="checkbox"/>	Vakalatnama1	View File	1
<input checked="" type="checkbox"/>	Affidavit 1	View File	2

CALCULATE SPEED POST FEE →

e Post Fee(Ind GST) :	106.2
Speed Post Fee(Ind GST) :	29.5
Envelope Charge :	10
Business Post Charge(Ind GST) :	2.36
Total	148.06

Cancel

RETURN FOR PAYMENT

3. PAYMENT OF E-POST FEES AND RESUBMISSION (E-FILER DASHBOARD)

Process memo will be available in the inbox of the e-filer. E-filer can do the further payment of E-Post fees through the SBI Gateway. After payment is completed, Advocate can submit the notice to the Section.

Process Memo » Inbox

Show 10 entries

No	E-PROCESS No	CASE No	Notice To	Status
1	ENOTICE-2024-000005	Crl.MC 2625/2021	R1 - STATE OF KERALA REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018 Kerala, Pincode : 0	e-POST PAYMENT PENDING PROCEED PAYMENT
2	ENOTICE-2024-000001	WP(C) 6576/2024	R1 - DIRECTOR OF GENERAL EDUCATION	REFUND RAISED

Showing 1 to 2 of 2 entries (filtered from 10 total entries) Previous 1 Next

ENOTICE-2024-000005

Date: 05/03/2024
Time: 03:35:07 pm

Case Info	Notice to Party Info
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- ▶ **Crl.MC 2625/2021**
- ▶ PENDING
- ▶ JAIMON Vs STATE OF KERALA
- ▶ Petitioner Adv. P.THOMAS GEEVERGHESE (K/405/2008)-25461
- ▶ Respondent Adv. GOVERNMENT PLEADER
- ▶ Digitized

- ▶ R1 - STATE OF KERALA
REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA, ERNAKULAM 682 018
Kerala, Pincode : 0
- ▶ To Address : REP. BY PUBLIC PROSECUTOR, HIGH COURT OF KERALA,
ERNAKULAM 682 018 Kerala, Pincode : 0
- ▶ To PINCODE : 682018
- ▶ Filed By : P. THOMAS GEEVERGHESE(Advocate)

#	Case File	View	No. of pages
1	Casefile	View File	16

e post fee: Based on number of pages - Per page Rs.5/-

e Post Fee(incl GST) :	106.2
Speed Post Fee(incl GST) :	29.5
Envelope Charge :	10
Business Post Charge(incl GST) :	2.36
Total	148.06
SBI E-PAY	

Remarks (if any)

Cancel
SUBMIT TO SECTION

4. VERIFICATION OF E-POST FEES AND GENERATION OF NOTICE

Process Memo » Inbox

Show 10 entries

No*	E-PROCESS No	CASE No	Notice To	Status	
1	ENOTICE-2024-000003	WP(C) 40859/2022	R2 - AUTHORISED OFFICER PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	e-POST FEE PAID & SUBMITTED	RAISE REFUND

Showing 1 to 1 of 1 entries (filtered from 10 total entries) Previous 1 Next

Section Assistant confirms that the correct amount is paid. He then adds the date of posting in the memo.

The notice will be available in the inbox of the Section Assistant for marking the date in the notice.

Online Process Memo » For Notice Issue

Show 10 entries

#	e-Process No	Filed On	Case	Court Fee	Party	Status	Actions
1	ENOTICE-2024-000003	20-03-2024 11:03:03	WP(C) 40859/2022	Rs. 16	R2 - AUTHORISED OFFICER PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	e-Post Fee Paid & Resubmitted	PROCESS POST RETURN VIEW Timeline

Showing 1 to 1 of 1 entries (filtered from 10 total entries) Previous 1 Next

Section Assistant will be able to select the date in the notice and click on the 'Generate Notice' button to generate the notice.

ENOTICE-2024-000003 Date: 20/03/2024
Time: 11:03:03 am

Case Info

- ▶ WP(C) 40859/2022
- ▶ PENDING
- ▶ ABDUL KAREEM .K.E Vs PIRAMAL CAPITAL & HOUSING FINANCE LTD.
- ▶ Petitioner Adv. P.THOMAS GEEVERGHESE
- ▶ Respondent Adv. P.PAULOCHAN ANTONY P
- ▶ e-Filed

Notice to Party Info

- ▶ R2 - AUTHORISED OFFICER
PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025
- ▶ Filed By: TEST(KL/000/2020)

Notice Details

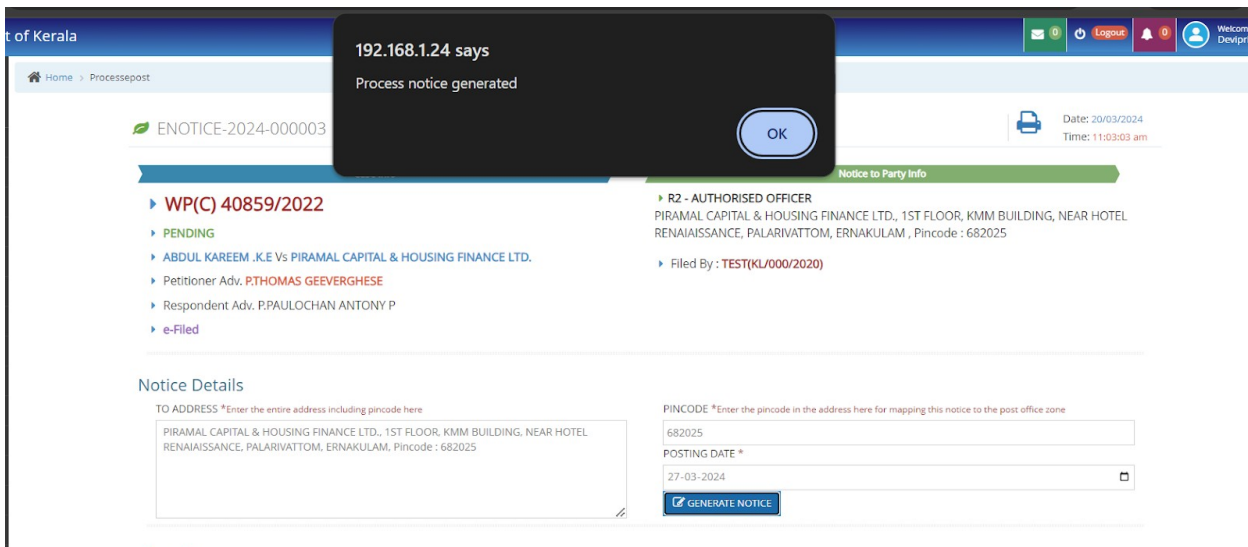
TO ADDRESS *Enter the entire address including pincode here

PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM, Pincode : 682025

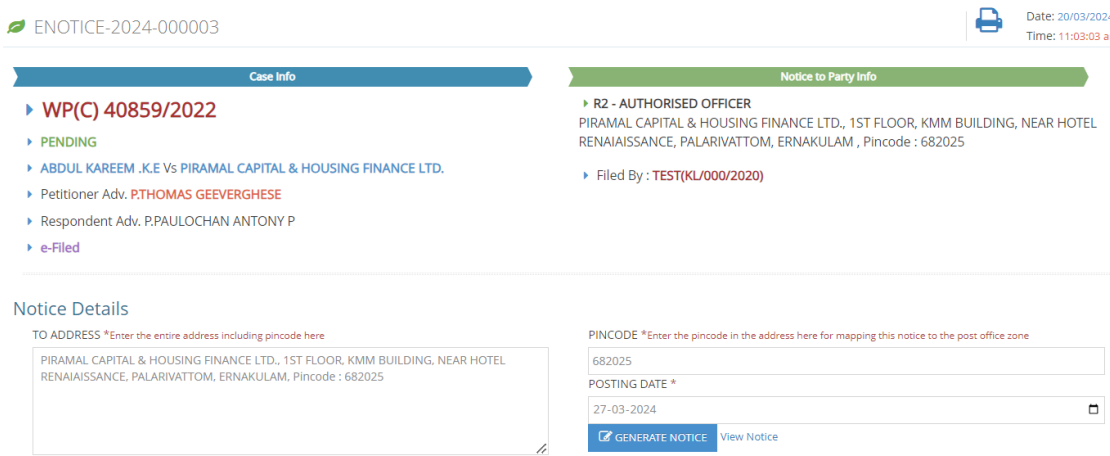
PINCODE *Enter the pincode in the address here for mapping this notice to the post office zone

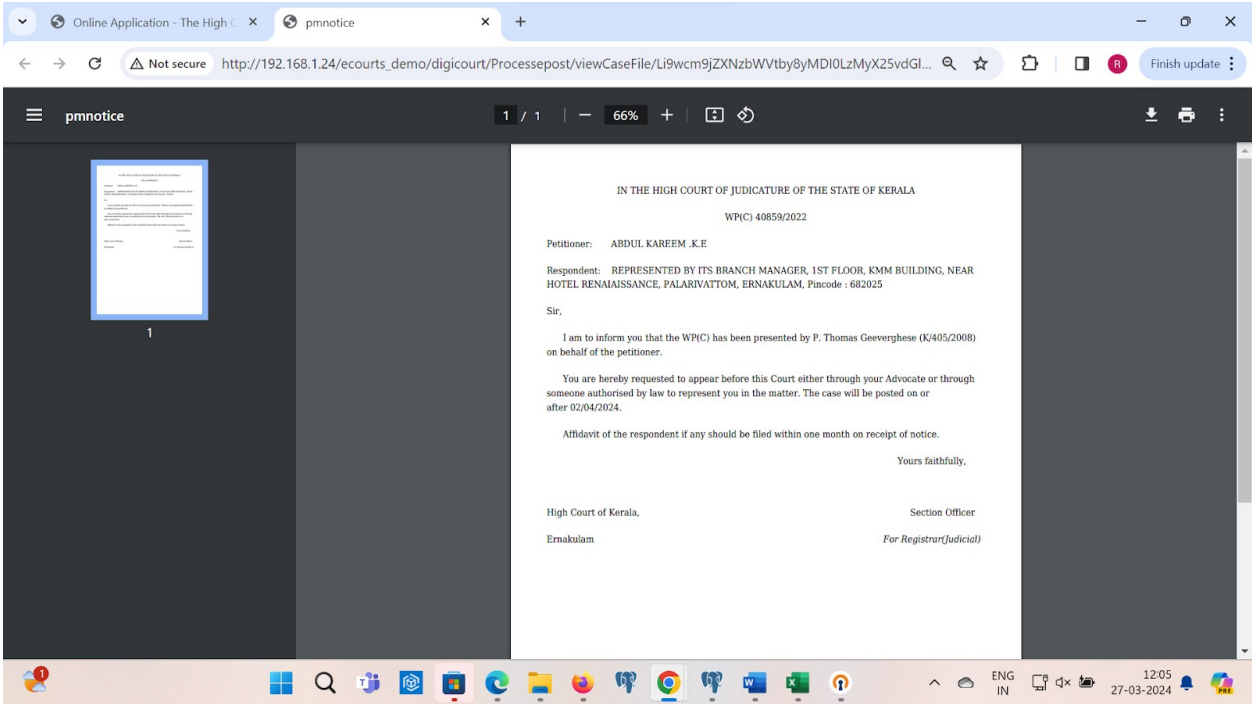
POSTING DATE *

[GENERATE NOTICE](#)



Once notice is generated, click on 'View Notice' to view the details in the notice.





Section Assistant verifies the payment details and then forwards the same to the Section Officer.

e-Post Payment Details

#	Transaction Date	e Post Fee	Speed Post Fee	Envelope Charge	Business Post Charge	Total Amount	Status
1	2024-03-20 11:23:45	118	29.5	10	2.36	159.86	SUCCESS

Cancel FORWARD TO SO

192.168.1.24 says
Process Memo forwarded to SO

OK

Case File

#	Case File	No. of pages
<input checked="" type="checkbox"/>	Synopsis	2
<input checked="" type="checkbox"/>	Statement Of Facts	View File
<input checked="" type="checkbox"/>	Affidavit	View File
<input checked="" type="checkbox"/>	Exhibit.P1	View File
<input checked="" type="checkbox"/>	Exhibit.P2	View File
<input checked="" type="checkbox"/>	Exhibit P2(a)	View File
<input checked="" type="checkbox"/>	Exhibit.P3	View File
<input checked="" type="checkbox"/>	Vakalatnama	View File
	Case File	View File

e-Post Payment Details

#	Transaction Date	e Post Fee	Speed Post Fee	Envelope Charge	Business Post Charge	Total Amount	Status
1	2024-03-20 11:23:45	118	29.5	10	2.36	159.86	SUCCESS

Cancel
FORWARD TO SO

Notice will be available in the outbox of the Section Assistant.

Online Process Memo » For Notice Issue

Show 10 entries Search:

#	e-Process No	Filed On	Case	Court Fee	Party	Status	Actions
1	ENOTICE-2024-000003	20-03-2024 11:03:03	WP(C) 40859/2022	Rs. 16 ✔	R2 - AUTHORISED OFFICER PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	APPROVAL PENDING	VIEW MEMO
2	ENOTICE-2024-000002	16-03-2024 15:37:42	WP(C) 40859/2022	Rs. 16 ✔	R1 - PIRAMAL CAPITAL & HOUSING FINANCE LTD. REPRESENTED BY ITS BRANCH MANAGER, 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	APPROVAL PENDING	VIEW MEMO

Showing 1 to 2 of 2 entries (filtered from 10 total entries) Previous 1 Next

5. DIGITAL SIGN AND APPROVAL OF NOTICE (SECTION OFFICER DASHBOARD)

Notice will now be available in the inbox of the Section Officer.

Online Process Memo » For Notice Issue

Show 10 entries Search:

#	e-Process No	Filed On	Case	Court Fee	Party	Status	Actions
1	ENOTICE-2024-000003	20-03-2024 11:03:03	WP(C) 40859/2022	Rs. 16	R2 - AUTHORISED OFFICER PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	Pending Approval Timeline	VERIFY PROCESS MEMO VIEW
2	ENOTICE-2024-000002	16-03-2024 15:37:42	WP(C) 40859/2022	Rs. 16	R1 - PIRAMAL CAPITAL & HOUSING FINANCE LTD. REPRESENTED BY ITS BRANCH MANAGER, 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	Pending Approval Timeline	VERIFY PROCESS MEMO VIEW

Showing 1 to 2 of 2 entries (filtered from 10 total entries) Previous 1 Next

Section Officer can verify the correctness, and click on the 'digitally sign' button.

e-Post Payment Details

#	Transaction Date	e Post Fee	Speed Post Fee	Envelope Charge	Business Post Charge	Total Amount	Status
1		112.1	29.5	10	2.36	153.96	SUCCESS

Cancel DIGITALLY SIGN SEND TO POST OFFICE


Click on 'Download' to mark digital sign on the document.

HIGH COURT OF KERALA

DOWNLOAD YOUR DIGITALLY SIGNED DOCUMENTS

Action

DOWNLOAD



Click on 'Send to Post Office' button so that notice is despatched to the e-post dashboard for further processing.

e-Post Payment Details

#	Transaction Date	e Post Fee	Speed Post Fee	Envelope Charge	Business Post Charge	Total Amount	Status
1		112.1	29.5	10	2.36	153.96	SUCCESS

[Cancel](#) [DIGITALLY SIGN](#) [SEND TO POST OFFICE](#)

- Query Search
- Ripe Register
- E Register
- Case Search Web
- CMS Report
- Registration Reports
- Standing Counsels
- Connected Cases
- Short Order Update
- Interim Order Upload
- Next Purpose Update
- Not Before Me
- Short Orders Section
- Admir Or Not
- Purpose Causelist
- Case Modification
- Caveat Modification
- Search Caveat
- Search Expired
- Copying Application
- IA Filing

<input type="checkbox"/>	Exhibit.P1	1
<input type="checkbox"/>	Exhibit.P2	3
<input type="checkbox"/>	Exhibit P2(a)	3
<input type="checkbox"/>	Exhibit.P3	2
<input type="checkbox"/>	Vakalatnama	1
<input type="checkbox"/>	Case File	

192.168.1.24 says
Successfully Signed

[OK](#)

e-Post Payment Details

#	Transaction Date	e Post Fee	Speed Post Fee	Envelope Charge	Business Post Charge	Total Amount	Status
1		112.1	29.5	10	2.36	153.96	SUCCESS

[Cancel](#) [DIGITALLY SIGN](#) [SEND TO POST OFFICE](#)

6. REFUND REQUEST (E-FILER DASHBOARD)

E-filers can request for refund on a notice from their inbox until the notice is despatched from the Section Officer Dashboard.

Process Memo » Inbox

Show 10 entries

No*	E-PROCESS No	CASE No	Notice To	Status	
1	ENOTICE-2024-00003	WP(C) 40859/2022	R2 - AUTHORISED OFFICER PIRAMAL CAPITAL & HOUSING FINANCE LTD., 1ST FLOOR, KMM BUILDING, NEAR HOTEL RENAISSANCE, PALARIVATTOM, ERNAKULAM , Pincode : 682025	PENDING APPROVAL	RAISE REFUND

Showing 1 to 1 of 1 entries (filtered from 10 total entries)

Previous 1 Next

The e-filer has to enter the reason for raising the refund request.

Home » processmemo

Process Memo » Inbox

Show 10 entries

No*	E-PROCESS No	CASE No	Notice To	Status	
1	ENOTICE-			PENDING APPROVAL	RAISE REFUND

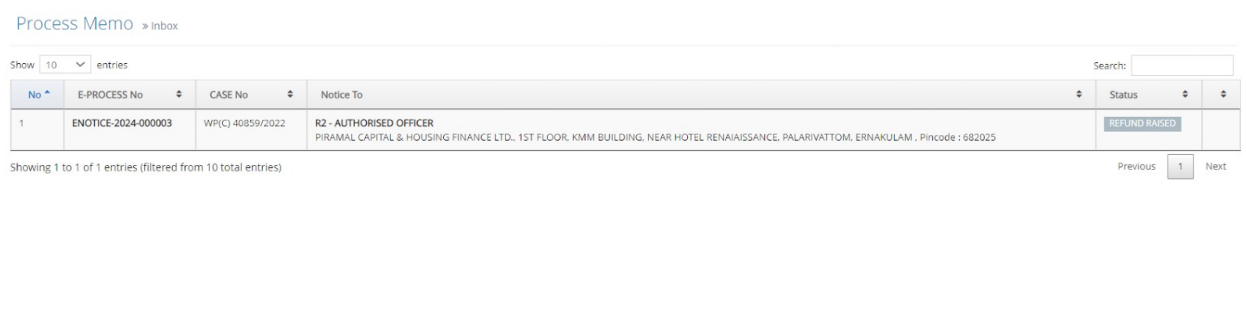
Showing 1 to 1 of 1 e

Previous 1 Next

e-Post Raise Refund

Reason

Cancel SUBMIT REFUND REQUEST



7. APPROVAL OF REFUND REQUEST (SECTION OFFICER DASHBOARD)

Section officers can approve the refund request from their inbox. Once the Section Officer approves the refund request, the same is forwarded to the dashboard of the nodal office of e-Post for further processing.

