

Application for Refund of payment made through NTRP (Bharatkosh)

(Note : The application for refund claim will be rejected if application are not received within 45 days from Date of transaction.)

To,
The Principal Officer,
Mercantile Marine Department, Mumbai.

Refund Claim for payment made through NTRP (Bharatkosh)

Sir,

I am _____ (Name) served in the capacity of _____
(Rank) in the _____ (Organisation).

I have made the online payment through Bharatkosh. The detail of transaction (s) is/are as follows;

1. Purpose of Transaction _____
2. Total number of Transactions made including refund claim
 - i) _____ dated _____ amount _____.
 - ii) _____ dated _____ amount _____.
 - iii) _____ dated _____ amount _____.
 - iv) _____ dated _____ amount _____.
3. The transaction for which the refund is claimed ;
 - i) _____ dated _____ amount _____.
 - ii) _____ dated _____ amount _____.
4. Whether payment is made more than once for single service request? Yes /No
5. Whether single payment is made for multiple purposes? Yes /No
6. Whether any services are availed on the payments for which refunds claimed? Yes /No
7. Whether any separate payment is made for the same service request? Yes /No
If yes, The Transaction reference No. _____ & date _____

With reference to the refund of payment claimed, following documents are attached;

- a) Proof of Debit User account with the transaction details
- b) Original Receipt (GAR-6)
- c) Provisional Receipt
- d) Challan Receipt(GAR-7)

Any other request; _____

Therefore, it is requested to refund the fees to the same bank account from which the original payment was made. The details of the bank account are as follows;

Bank Name with Address:

Branch :

A/C. Name :

Account No.:

IFSC Code:

PAN No.:

Yours faithfully,

Signature:

Name:

Mobile NO.

E-mail ID:

To,

Mr/Mrs/Ms: _____

Address: _____

Mobile No.: _____

E-mail: _____

Subject: Refund Claim for payment made through NTRP (Bharatkosh)

Sir/ Madam,

Your application dated _____ for refund of Rupees _____
has been received.

The documents submitted by you are:

- | | |
|--|----------|
| a. Proof of Debit User account | Yes / No |
| b. Original Receipt (GAR-6) | Yes / No |
| c. Provisional Receipt | Yes / No |
| d. Challan Receipt(GAR-7) | Yes / No |
| e. If Provisional Receipt UTR No. Verified | Yes / No |

Status of Transaction as shown in PFMS:

- | | |
|--|---|
| i. Transaction is | Successful / Failed / Aborted/Off-line slip generated |
| ii. Receipt is generated | Original / Provisional / Not generated |
| iii. Funds is Credited to PAO (Shipping) | Credited/ Not Credited |

Departments Verification:

- | | |
|--|----------|
| i. Whether application is received within 45 days / 15 days of transaction | Yes / No |
| ii. Whether Service is rendered by MMD/FC on the refund claim receipt | Yes / No |
| iii. Whether payment is made more than once for single service request | Yes / No |
| iv. Whether the User wants to avail services for the successful payment | Yes / No |

Your case has been scrutinised and verified as per the Charge-back and Refund Policy of Bharatkosh and the merit of the claim is;

Eligible

Not –Eligible

Mercantile Marine Department
Mumbai

Copy To: Pay & Accounts Office (Shipping), Mumbai

Copy To. BharatKosh (Through E-mail)