



HIGH COURT AT CALCUTTA

Standard Operating Procedure for settlement of cases on Virtual Courts System

W.E.F. 15.09.2022, Virtual Court will be enabled for the Citizens for online settlement of cases relating to e-challans arising out of traffic violations in the area within the jurisdiction of 4 (Four) Traffic Guards namely, (1) Head Quarter Traffic Guard, (2) South Traffic Guard, (3) Howrah Bridge Traffic Guard and (4) Jorabagan Traffic Guard under the Commissionerate of Police, Kolkata.

Citizens can access the Virtual Courts public web portal and settle their cases online at <https://vcourts.gov.in/>



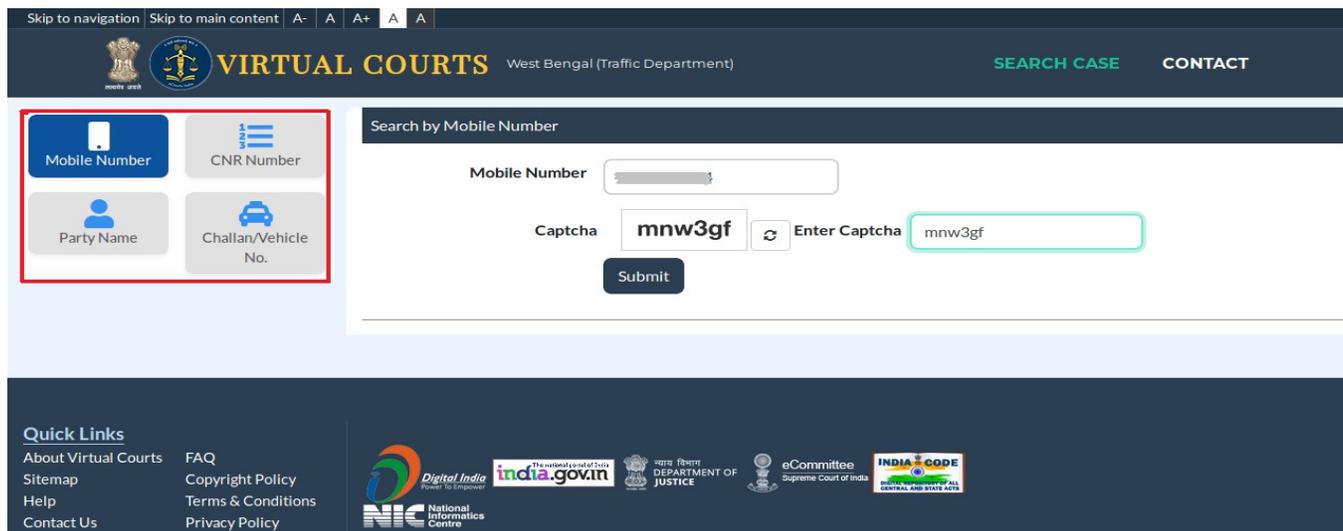
PROCESS FOR SETTLEMENT OF CASES ON VIRTUAL COURTS SYSTEM

1. Open URL <https://vcourts.gov.in/> in browser (Google Chrome, Firefox etc.), following screen will be displayed. Select the State and proceed.



About Virtual Court

2. There are various options for searching the challan.



5. Options available to violator:

- a. I wish to pay the proposed fine
- b. I wish to contest the case
- c. My name or mobile number is incorrect. I wish to pay the fine by verifying Engine No. and Chasis No.
- d. My name or mobile number is incorrect. I wish to contest the case by verifying Engine No. and Chasis No.

The screenshot shows the 'Case Details' page on the Virtual Courts portal. The page includes a 'Party Details' section with fields for Registration No., Date of Registration, CNR, Challan No., Challan Date, and Name. Below this is a 'Current Status' section with fields for Received Date, Verified Date, Allocated Date, and Date of Proceeding. A table lists the offense details, including Offence Code, Offence, Act, Section, and Fine. At the bottom, there is a section for choosing an option, with a red box highlighting the first three options: 'I wish to pay the proposed fine.', 'I wish to contest the case.', and 'My name or mobile number is incorrect. I wish to pay the fine by verifying Engine No and Chasis No.'

Offence Code	Offence	Act	Section	Fine
9670	122/177MVA No Parking	Motor Vehicle Act, 1988 - 1	Motor Vehicle Act, 1988 Section: 177-General provision for punishment of offences Punishable Under: MOTOR VEHICLES ACT Section: 177-General provision for punishment of offences	300

Proposed Fine: 300.00

★ Choose one of the following options

- I wish to pay the proposed fine.
- I wish to contest the case.
- My name or mobile number is incorrect. I wish to pay the fine by verifying Engine No and Chasis No.
- My name or mobile number is incorrect. I wish to contest the case by verifying Engine No and Chasis No.

6. Verify the OTP and click on checkbox “I agree to the terms and conditions”, “I have understood the contents of Special Summons...”. Then click on “Accept and Pay” button.

The screenshot shows the OTP verification and agreement step. It includes a 'Mobile Number' field with a masked number and a 'Generate OTP' button. Below this is an 'OTP' field with four dots and a 'Verify OTP' button. A link 'Click here to view summons' is provided. Two checkboxes are checked: 'I agree to the Terms and Conditions.' and 'I have understood the contents of Special Summons. I wish to pay the fine mentioned therein'. An 'Accept & Pay' button is at the bottom.

Mobile Number: XXXXXX-XXXX

Generate OTP

OTP: ****

Verify OTP

[Click here to view summons](#)

I agree to the Terms and Conditions.

I have understood the contents of Special Summons. I wish to pay the fine mentioned therein

Accept & Pay

Contact Us

7. Summon can be viewed online by clicking “Click here to view summons”.

CNR No. WBVC010000004 2022
2022

Consumed by virtual court 21-01-



SUMMONS FOR SUMMARY DISPOSAL OF TRAFFIC CHALLAN
(under Section 208 of the Motor Vehicle Act, 1988)
Case No. TC/100002

TO,
Registered owner or vehicle user
Date 22-07-2021 and Time 17:09:19
Registered Vehicle No. WB: [REDACTED]
Place Great Eastern, Kolkata, West Bengal, India
Registered Mobile [REDACTED]
Traffic Challan No. WBS[REDACTED]

On above mentioned date, time and place, aforementioned Vehicle, registered in your name or driven by you, was found to be in violation of

1) Offence - 122/177MVA(No Parking)-CIT

Section/Rule/Regulation 177-General provision for punishment of offences of MOTOR VEHICLES ACT and, therefore, you have committed traffic violation punishable under Section General provision for punishment of offences- of - (Fine amount ₹ 1)

You are, therefore, charged accordingly vide above mentioned case number and called upon to pay total Fine of ₹ 1.00.

You may plead guilty to the aforesaid charge and remit to the court at web portal <https://vcourts.gov.in> total fine as above or you may contest the case as per law.

27-01-2022


Virtual Court Judge (Traffic),
WEST BENGAL TRAFFIC DEPARTMENT

The intimation is automatically generated through Virtual Courts System through secured login of Judge user and after due verification it has been broadcasted, as such autogenerated intimation does not require physical signature

8. Connecting to Payment Gateway



Taking you to the Payment Gateway

Connecting...

9. Payment Gateway Page.



As per RBI Guidelines all cards (physical and virtual) shall be enabled for use only at contact-based points of usage [viz. ATM's and Point of Sale (POS) devices]

Payment Details

- Debit/Credit Card
- Internet Banking
- BHIM UPI
- NEFT

Please enter your card details

Card Number VISA

Expiry Date/Valid Thru CVV/CVC 4-DBC

Month Year

Name of the card holder

Use your GSTIN for claiming input tax (Optional)

Order Summary

Order No.:

Merchant Name:

Amount: 1.00

Processing fee:

GST:

Total:

You can check the transaction status using the following link - [Click Here](#)

12. Settlement of cases by verifying Engine No. and Chasis No. if name or mobile number is incorrect

**VIRTUAL COURTS** (Traffic Department) HOME SEARCH CASE CONTACT

I wish to pay the proposed fine.
 I wish to contest the case.
 My name or mobile number is incorrect.I wish to pay the fine by verifying Engine No and Chasis No.
 My name or mobile number is incorrect.I wish to contest the case by verifying Engine No and Chasis No.

Owner Name: Test Owner Name 788

Chasis No. Tes***** OR

Engine No. Tes*****

Payee Name: Same as Owner name.

Payee Mobile Number:

OTP:

[Click here to view summons](#)

I agree to the [Terms and Conditions](#).
 I have understood the contents of Special Summons.

FREQUENTLY ASKED QUESTIONS - FAQs

1. Is there any provision for getting the receipt if I pay the fine online?

Answer: Yes, receipt is generated immediately after successful payment. The receipt can be downloaded or printed.

2. I have received an SMS to visit the site and pay fine. How do I proceed?

Answer: Go to the virtual courts link from eCourts web portal. On selecting the site a screen with different search options will appear. You can search your case using any one option viz. Mobile Number, Challan/Vehicle Number or Party Name. Once you locate your case, click the ‘view’ link for case details and next step. As next step, you may proceed to pay fine or you may request to contest. OTP verification is required in either case. If you choose to pay the fine, you will be directed to the payment gateway through e-Pay for further processing. Receipt will be provided on successful transaction. If you choose to contest the case, you will be given the physical court name and the date for the case.

3. If I don't want to pay the fine online what I have to do?

Answer: Yes, You can choose to contest the case and then the case can be transferred to court. In that case You have to search your case using any one of the search criteria – mobile no. CNR no. Party name, vehicle/challan no. Click on ‘View’ link in the case information and detailed challan will be displayed. Select ‘I wish to contest the case’ radio button. The system will prompt for OTP verification. On successful verification, submit button will be displayed. Fill in the desired information and click “Submit”. An acknowledgement message will be displayed along with the court name and date assigned for your case.

4. My phone number in the challan is incorrect, but I want to pay the fine/request to contest. What is the procedure?

Answer: If mobile number is incorrect, you may choose the option of “payment/request to contest” using engine and chasis number instead of OTP verification. They system will verify the engine and chasis number from RTO. On successful verification, you can proceed for the next step.

5. I have paid the fine but have not receive acknowledgement or receipt. What should I do?

Answer: In such cases, access the case details from the virtual court website. Click on the ‘view’ link and then click “reprint”. You can reprint / view the receipt after OTP verification.

6. If I have lost the online fine payment receipt, can I download it again?

Answer: Yes. You can access your case details through search menu. The status of the case will now show as “Paid”. Click on the “view” link and then click on ‘Reprint’. You can reprint / view the receipt after OTP verification.

7. If I choose to contest the case, how will I know in which court the case will be transferred?

Answer: When anyone chooses “Request to Contest” option, the acknowledgement message displays the name of the Court in which the case is transferred and next date for the case in that Court.

8. How to view summons?

Answer: A summons can be viewed only after user initialising payment or requests to contest option. Once OTP is verified, user can see a link ‘Click here to view summons’. Click the link to view the summons.

-----X-----