

IMPORTANT SAFETY & TRANSACTION GUIDELINES FOR ONLINE PAYMENTS

Respected Members are hereby informed that, in continuation of the Online Payment Facility made functional for the Delhi High Court Bar Association, members are advised to carefully follow the below-mentioned safety and transaction guidelines while making any online payment towards subscription or other dues of DHCBA, in order to ensure smooth transactions and to avoid incorrect or fraudulent payments:

1. Online payments to DHCBA must be made only through the official website: <https://dhcbaonline.com>
2. Members must always verify the website address (URL) in the browser before proceeding with payment. The address should clearly display *dhcbaonline.com* and begin with *https://*.
3. While making payment through UPI / Debit Card / Credit Card / Net Banking, members must ensure that the beneficiary / merchant name displayed is “Delhi High Court Bar Association”.
4. Members should not make any payment using links received through WhatsApp, SMS, email, or social media. Always type the official website address directly in the browser.
5. Members are requested to ensure that online (e-commerce) transactions are enabled for their Debit/Credit Card and that the daily transaction limit is sufficient for the amount being paid.
6. Members must carefully enter card details, expiry date, CVV, OTP, or UPI ID. Incorrect details may lead to transaction failure.
7. In case of UPI payments, members should ensure that the UPI ID is active and properly linked with their bank account. If QR code payment fails, members may alternatively use manual UPI ID entry.
8. Members are advised to ensure stable internet connectivity and availability of their registered mobile number for receiving OTP.
9. If a transaction fails, members are advised to wait for some time before retrying in order to avoid duplicate debit attempts.
10. After successful payment, members must:
 - Check the payment success message on the screen
 - Note the Order ID / Transaction Reference Number
 - Verify and download the receipt available in the DHCBA portal
11. In case the payment amount is debited from the bank account but not reflected in the DHCBA portal, members are advised to wait and check their transaction history before attempting another payment.
12. Members are strictly advised not to share their login credentials, OTP, Debit/Credit Card details, or UPI PIN with any person, including office staff or unknown callers.
13. DHCBA does not authorise any individual, agent, or third party to collect subscription or membership payments outside the official online system.

In case of any payment-related discrepancy, members are requested to contact the DHCBA Office through official channels only, along with relevant transaction details. We are coordinating with the payment gateway provider to ensure smooth functioning of the portal.

Your cooperation is appreciated.

With regards,

VIKRAM SINGH PANWAR
HONY. SECRETARY