

MSEDCL

# Multi Consumer Cheque Guide

OCCS

1. On receipt entry page select payment mode Cheque / DD
  - a. For multi consumer cheque tick multi consumer check box.
  - b. Bounced cheque consumers not allowed.

Home Receipts Data Manage Transaction Mgmt Reports Search Consumer

Receipt Entry 02-May-20

Book No: B00915 Receipt No: 0001401 Consumer No: 279940706500 Bill No: 000000772357336

Consumer Details: 4069 5

Payment Mode Cheque: Cash Cheque DD RTGS NEFT

☒ Multi-Consumer

Bank Details: IFSC MICR

Receipt Details: Energy-Bill Other 590 Re-Enter Amount

Preview:

Name: SHRI SHANKARBA BASAPPA MALI

URN: B009150001401

BU: 4069 PC: 5 Tariff: 090

Mobile: 8237151987

Email: amolak31@rediffmail.com

Accept Cheque: Yes

Bill Amount: ₹590 (Apr-20)

Receipt Details:

01-Energy Bill	₹0
32 - GST%18	₹0
<b>Total Payable:</b>	<b>₹0</b>

Mode of Payment: Cheque

Bank: ...

Branch: ...

Note: While receipt entry for multi-consumer-cheque cheque-bounced consumers are not allowed.

Close

## 2. Enter number of receipt against Cheque / DD

Home Receipts Data Manage Transaction Mgmt Reports Search Consumer Dcashier LogOut

## Receipt Entry 02-May-20

☐ Bar Code ☐ New Connection [NC]

Book No: B00915 Receipt No: 0001401 Consumer No: 279940706500 Bill No: 000000772357336

Consumer Details: 4069 5 8237151987 amolak31@rediffmail.co

Payment Mode Cheque

Cash Cheque DD RTGS **Number of receipts**

☒ Multi-Consumer

No of recei Number Amount DD/MM/YYYY

Cheque/DD number is required

Bank Details: IFSC MICR

Receipt Details: Energy-Bill Other 590 Re-Enter Amount

### Preview

Name: SHRI SHANKARBA BASAPPA MALI

URN: B009150001401

BU: 4069 PC: 5 Tariff: 090

Mobile: 8237151987

Email: amolak31@rediffmail.com

Accept Cheque: Yes

Bill Amount: ₹590 (Apr-20)

### Receipt Details

01-Energy Bill	₹0
32 - GST%18	₹0
<b>Total Payable:</b>	<b>₹0</b>

Mode of Payment: Cheque

Bank: ...

Branch: ...

3. Entre cheque/DD details for first receipt.

Home

Receipts Data ▾

Manage ▾

Transaction Mgmt. ▾

Reports

Search Consumer

Dcashier

LogOut

Receipt Entry 02-May-20

☐ Bar Code

☐ New Connection [NC]

Book No

Receipt No

Consumer No

Bill No

B00915

0001401

279940706500

000000772357336

Consumer Details

4069

5

8237151987

amolak31@rediffmail.co

Payment Mode Cheque

Cash

Cheque

DD

RTGS

NEFT

☒ Multi-Consumer

3

129634

150

01/05/2020

Bank Details

SBIN0000001

700002021

Receipt Details

Energy-Bill

Other

50

50

☐ TDS Applicable

TDS

Save

Today's transactions summary Count: 0 Amount: 0

Preview

NameSHRI SHANKARBA BASAPPA  
MALI

URN:B009150001401

BU: 4069PC: 5Tariff: 090

Mobile8237151987

Emailamolak31@rediffmail.com

Accept ChequeYes

Bill Amount₹590 (Apr-20)

Receipt Details

01-Energy Bill₹50

32 - GST%18₹0

Total Payable:₹50

Mode of PaymentCheque

BankSTATE BANK OF INDIA

BranchKOLKATA MAIN

4. After receipt save, receipt available for view and modify on another page by clicking verify receipts button.

Home Receipts Data Manage Transaction Mgmt Reports Search Consumer Dcashier Logout

## Receipt Entry 02-May-20

☐ Bar Code ☐ New Connection [NC]

Book No: B00915 Receipt No: 0001401 Consumer No: Bill No:

Consumer Details: BU PC

Receipt Details: **Energy-Bill** Other

☐ TDS Applicable TDS:

**Save** **Verify Receipts**

Amount: Re-Enter Amount:

Today's transactions summary Count: 0 Amount: 0

### Preview

Name: URN: B009150001401  
 BU: PC: Tariff:  
 Mobile:  
 Email:  
 Accept Cheque:  
 Bill Amount: ₹0 ()

#### Receipt Details

01 - Energy Bill	₹0
32 - GST%18	₹0
<b>Total Payable:</b>	<b>₹0</b>

Mode of Payment: **Cheque**

#### Multi Consumer

Amount	₹150
Balance Amount	<b>₹100</b>
Balance Receipts	<b>₹2</b>
Number	129634
Date	01/05/2020
IFSC	SBIN0000001
MICR	700002021
Bank	STATE BANK OF INDIA
Branch	KOLKATA MAIN

5. Clicking on verify receipt button this page shown with cheque details and current status of balance.
  - a. User can delete receipt and punch it again, if it's wrong.

Home Receipts Data ▾ Manage ▾ Transaction Mgmt. ▾ Reports Search Consumer

 Dcashier
 LogOut

## Multi Consumer Cheque Receipts

← Back to Receipt Entry

**Cheque Details**

No:129634 Date: 01-May-20  
 IFSC: SBIN0000001 Bank: STATE BANK OF INDIA  
 Amount: 150 No of Consumers:3

**Status**

Balance  
 Amount: 100  
 Consumers: 2

Show 10 entries

ID	Consumer No	Receipt Type	Amount	CGST	SGST	TDS	B No	R No	Action
226	279940706500	01	50	0.00	0.00	0			<div style="border: 1px solid red; padding: 2px; display: inline-block;"> </div>

Showing 1 to 1 of 1 entries

First Previous 1 Next Last

Please consume complete cheque amount and receipts count.

Delete Button

6. After first receipt saved successfully multi consumer cheque details are shown in preview on receipt entry page.
- a. Balance cheque amount and receipts.

[Home](#)
[Receipts Data](#)
[Manage](#)
[Transaction Mgmt.](#)
[Reports](#)
[Search Consumer](#)

Dcashier
 LogOut

## Receipt Entry

02-May-20

☐ Bar Code
 ☐ New Connection [NC]

Book No

Receipt No

Consumer No

Bill No

B00915

0001401

Consumer No

Bill No

Consumer Details

BU

PC

Mobile Number

Email

Receipt Details

Energy-Bill

Other

Amount

Re-Enter Amount

☐ TDS Applicable

TDS

Save

Verify Receipts

Today's transactions summary Count: 0 Amount: 0

Preview

Name

URN: B009150001401

BU: PC: Tariff:

Mobile

Email

Accept Cheque

Bill Amount ₹0 ()

Receipt Details

01 - Energy Bill ₹0

32 - GST%18 ₹0

Total Payable: ₹0

Mode of Payment

Cheque

Multi Consumer

Amount ₹150

Balance Amount ₹100

Balance Receipts ₹2

Number 129634

Date 01/05/2020

IFSC SBIN00000001

MICR 700002021

Bank STATE BANK OF INDIA

Branch KOLKATA MAIN

## 7. More than balance cheque amount receipt amount not allowed.

Home Receipts Data Manage Transaction Mgmt Reports Search Consumer Dcashier LogOut

हिले चेक स्वीकार नपे. 3. पावती दिनाकापेक्षा पुढील दिनाक असलेला चेक स्वीकार नपे.

### Receipt Entry 02-May-20

Book No: B00915 Receipt No: 0001401

Consumer Details: 4069 5

Receipt Details: Energy-Bill Other

TDS Applicable: TDS

Amount: 70326979 Re-Enter Amount:

Save Verify Receipts

Today's transactions summary Count: 0 Amount: 0

**Warning**

Total receipt amount must be less than or equal to balance amount.

Close

**Preview**

Name: SHRI DILIP MARUTI DUBAL  
URN: B009150001401  
BU: 4069 PC: 5 Tariff: 052  
Mobile: 9766688750  
Email:  
Accept Cheque: Yes  
Bill Amount: ₹600 (Apr-20)

**Receipt Details**

01-Energy Bill	₹0
32 - GST%18	₹0
<b>Total Payable:</b>	<b>₹0</b>

Mode of Payment: Cheque

**Multi Consumer**

Amount	₹150
Balance Amount	₹50
Balance Receipts	₹1



8. More than receipt count which is entered while first receipt entry not allowed. If any change in amount or receipt count you can manipulate on verify receipts page.

Home Receipts Data Manage Transaction Mgmt. Reports Search Consumer Dcashier LogOut

हलु नये

## Receipt Entry 02-May-20

Book No Receipt No

B00915 0001401

Consumer Details

4069 5

Receipt Details

Energy-Bill Other

☐ TDS Applicable TDS

Save Verify Receipts

Amount Re-Enter Amount

Today's transactions summary Count: 0 Amount: 0

**Warning**

Receipt count exceeding, please view in multi-consumer cheque temp receipts.

Close

### Preview

Name VAHIDA YUNUS MULLA  
 URN: B009150001401  
 BU: 4069 PC: 5 Tariff: 052  
 Mobile 8855085479  
 Email  
 Accept Cheque Yes  
 Bill Amount ₹510 (Apr-20)

### Receipt Details

01-Energy Bill	₹0
32 - GST%18	₹0
<b>Total Payable:</b>	<b>₹0</b>
Mode of Payment	Cheque

### Multi Consumer

Amount	₹150
Balance Amount	₹0
Balance Receipts	₹0
Number	129634
Date	01/05/2020

9. **[Thermal Printer]** : After all receipts are punched and balance amount and consumer count is **ZERO** then only **Verified and submit** button enables.

[Home](#)
[Receipts Data](#)
[Manage](#)
[Transaction Mgmt](#)
[Reports](#)
[Search Consumer](#)
Dcashier
LogOut

## Multi Consumer Cheque Receipts

**Cheque Details**  
 No:129634 Date: 01-May-20  
 IFSC: SBIN0000001 Bank: STATE BANK OF INDIA  
 Amount: 150 No of Consumers:3

**Status**  
 Balance  
 Amount: 0  
 Consumers: 0

Show 10 entries

ID	Consumer No	Receipt Type	Amount	CGST	SGST	TDS	B No	R No	Action
229	279940801111	01	50	0.00	0.00	0			
228	279940800930	32	8	0.00	0.00	0			
227	279940800930	02	42	3.78	3.78	0			
226	279940706500	01	50	0.00	0.00	0			

Showing 1 to 4 of 4 entries

First Previous 1 Next Last

Verified and Submit ✓

10. **[Thermal Printer]** : After clicking Verified and submit button actual receipt posting done and book number and receipt numbers displayed and receipt printing button available.

Home
Receipts Data
Manage
Transaction Mgmt
Reports
Search Consumer
Dcashier
Logout

### Multi Consumer Cheque Receipts

**Cheque Details**  
No: 129634 Date: 01-May-20  
IFSC: SBIN0000001 Bank: STATE BANK OF INDIA  
Amount: 150 No of Consumers:3

**Status**  
All receipts are saved, please print all receipts.

Show 10 entries

ID	Consumer No	Receipt Type	Amount	CGST	SGST	TDS	B No	R No	Action
229	279940801111	01	50	0.00	0.00	0	B00915	0001403	
228	279940800930	32	8	0.00	0.00	0	B00915	0001402	
227	279940800930	02	42	3.78	3.78	0	B00915	0001402	
226	279940706500	01	50	0.00	0.00	0	B00915	0001401	

Showing 1 to 4 of 4 entries

First
Previous
1
Next
Last

Please print all receipts to accept next receipt.

Receipt printing buttons

11. [Thermal Printer] : After Print Button clicking.

The screenshot displays the OCCS Multi Consumer Cheque interface. On the left, a sidebar contains a 'Home' button and a 'Multi Consumer Cheque' section. The main area shows a receipt for 'MAHAVITARAN' (Maharashtra State Electricity Distribution Co. Ltd.) with CIN:U40109MH2005SGC153645, 024540095, and OCCS Test CC. The receipt includes details for a consumer (Shri Dilip Maruti Dubal) and a bill for 50 units of energy. A table lists the bill items, showing a total of 50 units. The receipt also mentions the date (02-May-20 04:55:49 PM), receipt number (B009150001403), and bill number (000000770326979). A 'Print' button is visible at the bottom right of the receipt area.

On the right, a 'Print' modal is open, showing settings for printing 1 sheet of paper. The modal includes a 'Destination' dropdown set to 'Champ RP Series', a 'Pages' dropdown set to 'All', a 'Copies' input set to '1', and a 'Layout' dropdown set to 'Portrait'. A 'More settings' section is also visible. At the bottom of the modal are 'Print' and 'Cancel' buttons.

12. **[Thermal Printer]** : After all receipts printing user can back to receipt entry page again by clicking **Back to Receipt Entry** button.

Home
Receipts Data
Manage
Transaction Mgmt
Reports
Search Consumer
Dcashier
Logout

## Multi Consumer Cheque Receipts

### Cheque Details

No:129634 Date: 01-May-20  
IFSC: SBIN0000001 Bank: STATE BANK OF INDIA  
Amount: 150 No of Consumers:3

### Status

All receipts are saved, please print all receipts.

Back to Receipt Entry

Show 10 entries

ID	Consumer No	Receipt Type	Amount	CGST	SGST	TDS	B No	R No	Action
229	279940801111	01	50	0.00	0.00	0	B00915	0001403	
228	279940800930	32	8	0.00	0.00	0	B00915	0001402	
227	279940800930	02	42	3.78	3.78	0	B00915	0001402	
226	279940706500	01	50	0.00	0.00	0	B00915	0001401	

Showing 1 to 4 of 4 entries

First
Previous
1
Next
Last

Please print all receipts to accept next receipt.

13. **[Dot Matrix/ Pre-Printed Receipts]** : this page is similar to thermal printer page only one thing is additional on this page which is Book number and receipt number range.

- a. Ex: In this case we have punched 3 receipts that means we required 3 receipts
  - i. Book number **057004** Receipt Number from **100004** to **100006**
  - ii. Click on add button to add a range multiple range can be allowed.

[Home](#)
[Receipts Data](#)
[Manage](#)
[Transaction Mgmt](#)
[Reports](#)
[Search Consumer](#)

cashierTest01
 [LogOut](#)

Multi Consumer Cheque Receipts

**Cheque Details**  
 No:316245 Date: 02-May-20  
 IFSC: KKBK0000963 Bank: KOTAK MAHINDRA BANK LIMITED  
 Amount: 150 No of Consumers:3

**Status**  
 Balance  
 Amount: 0  
 Consumers: 0

Show 10 entries

ID	Consumer No	Receipt Type	Amount	CGST	SGST	TDS	B No	R No	Action
249	279940706500	01	50	0.00	0.00	0			
248	279940801111	01	50	0.00	0.00	0			
247	279940801022	32	8	0.00	0.00	0			
246	279940801022	02	42	3.78	3.78	0			

Showing 1 to 4 of 4 entries

[First](#)
[Previous](#)
[1](#)
[Next](#)
[Last](#)

\* Please enter book number and receipt number range which are available to print. Balance receipts: 3

Add Range

Receipt Book Range

Show 5 entries

Id	Book No	Receipt No Start	Receipt No End	No of Receipts
No data available in table				

Showing 0 to 0 of 0 entries

[First](#)
[Previous](#)
[Next](#)
[Last](#)

14. After range add done in receipt book range and balance receipts count must be **ZERO** to Submit receipts by clicking **Verified and submit** button.

\* Please enter book number and receipt number range which are available to print. Balance receipts: 3

Add Range

Receipt Book Range

Show  entries

Id	Book No	Receipt No Start	Receipt No End	No of Receipts
----	---------	------------------	----------------	----------------

No data available in table

Showing 0 to 0 of 0 entries

First Previous Next Last

Verified and Submit ✓

\* Please enter book number and receipt number range which are available to print. Balance receipts: 0

Add Range

Receipt Book Range

Show  entries

Id	Book No	Receipt No Start	Receipt No End	No of Receipts
----	---------	------------------	----------------	----------------

27	057004	1000004	1000006	3
----	--------	---------	---------	---

Showing 1 to 1 of 1 entries

First Previous **1** Next Last

Verified and Submit ✓



15. **[Dot Matrix/ Pre-Printed Receipts]** After successfully submitting receipts then only receipts are available for printing.

a. **Please print receipts in receipt number sequence.**

Home
Receipts Data
Manage
Transaction Mgmt
Reports
Search Consumer
cashierTest01
Logout

### Multi Consumer Cheque Receipts

**Cheque Details**  
No:316245 Date: 02-May-20  
IFSC: KKBK0000963 Bank: KOTAK MAHINDRA BANK LIMITED  
Amount: 150 No of Consumers:3

**Status**  
All receipts are saved, please print all receipts.

Back to Receipt Entry

Show 10 entries

ID	Consumer No	Receipt Type	Amount	CGST	SGST	TDS	B No	R No	Action
249	279940706500	01	50	0.00	0.00	0	057004	1000006	
248	279940801111	01	50	0.00	0.00	0	057004	1000005	
247	279940801022	32	8	0.00	0.00	0	057004	1000004	
246	279940801022	02	42	3.78	3.78	0	057004	1000004	

Showing 1 to 4 of 4 entries

First
Previous
1
Next
Last

Please print all receipts to accept next receipt.

**Please print receipts in receipt number sequence.**

Receipt printing buttons



16. [Dot Matrix/ Pre-Printed Receipts] : Print preview.

The screenshot displays the OCCS Multi Consumer Cheque system interface. On the left, a sidebar contains navigation links: Home, Multi Consumer, and Cheque. The main area shows a preview of a cheque receipt for Kotak Mahindra Bank Limited-Prabhadevi, dated 02-May-20, with an amount of Rs Fifty Only. The receipt includes details such as the cheque number 316245, the IFSC code KKBK0000963, and the account number 279940706500. A print settings dialog is open on the right, showing options for Destination (NPI229B0C (HP Laser)), Pages (All), Copies (1), and Layout (Portrait). The dialog also includes a 'More settings' section and 'Print' and 'Cancel' buttons at the bottom.

**Print** 1 sheet of paper

Destination NPI229B0C (HP Laser) ▼

Pages All ▼

Copies 1

Layout Portrait ▼

More settings ▼

Print Cancel

**Multi Consumer Cheque**

Home

Ver No: 2.1.0

0570041000006 URN:0570041000006  
024540081 - Test Collection Center

03-May-20 11:45:02 PM

279940706500 4069-5  
shri shankarba basappa mali  
Rs Fifty Only

Cheque

316245 02-May-20 50

Kotak Mahindra Bank Limited-Prabhadevi

KKBK0000963 \*Cheque/DD subject to realization.

01-Energy Bill-50,

Show 10

ID	Con
249	2799
248	2799
247	2799
246	2799

Showing 1 to 4 of 4 records

# Thank You!