

## **CIRCULAR NO. 186**

**SUBJECT :-** Amount of Balance fee to be recovered in respect of processes served through process servers..

It is noticed by the Charity Commissioner that no common procedure is being followed in respect of the amount of process fee to be recovered in respect of processes served through process server under Rule 9 (1A) of the Bombay Public Trusts Rules, 1951. In this connection the Charity Commissioner, Maharashtra State, Bombay is pleased to direct that the process fee should be recovered in the first instance as deposit by calculating the probable amount required to meet the expenses of the process server in any isolated case, after taking into account the amount actually to be paid to the process server. On receipts of the Travelling Allowance Claim of the process server, if it is found that excess amount has been recovered as process fee, such excess amount should be refunded to the applicant depositor on obtaining an application from the depositor. If the process server actually serves notices at 2 or 3 places in one trip the total expenses of such trip of the process server may be apportioned amongst the depositors on the basis of the ratio of distances of the places where notices are served from the Head Quarters of the process server.

Receipt of the circular may please be acknowledged.

Dated :1<sup>st</sup> July, 1974.

P. S. Dhamane  
Charity Commissioner,  
Bombay