

# Procedure for Online Recharge of Prepaid Meters through [www.apdcl.org](http://www.apdcl.org)

Our valued Consumers can do online recharge of prepaid meter through our official website [www.apdcl.org](http://www.apdcl.org)

## Prepaid Meter Recharge

- Click on the "**Recharge my Prepaid meter**" button in the "**e-Services**" section of [www.apdcl.org](http://www.apdcl.org) as shown below with an arrow mark: -

The screenshot displays the homepage of Assam Power Distribution Company Ltd. (APDCL). The header includes the company logo, name, and CIN number (U40109AS2003SGC007242). A navigation menu contains links for Home, About Us, Information & Services, Regulatory, Projects, Tenders, Documents, and Contact Us. A news banner mentions a new Customer Care Centre in Nagaon Town. The main content area features a 'My Account' section with login and registration options, and a 'Quick Links' section. The 'e-Services' section is highlighted, with a red arrow pointing to the 'Recharge my Prepaid Meter' button. Other e-services include 'View my Electricity Bill', 'Pay my Electricity Bill', 'Reprint my Prepaid Voucher', and 'Register a New Connection'. The 'Associated Sites' section lists links for Ease of Doing Business, RTI, Grievance Redressal, Career, FAQ, Feedback, and Franchisee. The 'What's New' section contains notices about registration fees and recruitment.

The following Screen will appear:

**APDCL Prepaid Online Vending**

Prepaid Consumer identification

Please Enter twelve digit Consumer Id : \*

Now please enter your consumer account number (12digit) in the text box as shown above with the arrow mark and then click on verify button. The following screen will appear:

**APDCL Prepaid Online Vending**

Please provide Email Id

Prepaid Consumer identification

Please Enter twelve digit Consumer Id : 005000023283

Consumer Name : MAZIDABEGUM

Consumer Meter Serial Number : APD34989

Consumer Location : Ulubari ESD

Consumer Category : LT-III DOMESTIC-B 5KW

Please Provide Email Id : \*

Payment Amount : \*

Service Charge Details

**Service Charges for Online Payment -**

1. Credit Card: 1.10% of Customer Payment Amount subject to a minimum Rs. 5.00 per transaction
2. Debit Card : 0.75% of transaction amount up to Rs. 2000.00  
1.00% of transaction amount above Rs. 2000.00
3. Net Banking : Rs. 5.00 + service tax per transaction

\* Service Tax and other tax / taxes if any applicable, will be charged in addition.

Now you are required to enter your email id (indicating with arrow 1) and recharge amount (indicating with arrow 2) and then click on "**Proceed to Pay**" button as shown in the above screen.

It will re-direct to website of M/s Billdesk Ltd., which is our payment gateway for online payment. The following screen will appear:

Credit Card >

Debit Card

Debit Card + ATM PIN

Internet Banking

Wallet/ Cash Cards

Pay by Credit Card

VISA MasterCard

Card Number

Enter card number

Expiration Date

Month Year

CVV/CVC

Card Holder Name

Enter card holder name

Make Payment

Cancel

Merchant Name

APDCL PREPAID METER ONLINE RECHARGE

Payment Amount: ₹ 1000.00

VISA everywhere you want to be

Powered by BillDesk

In this page, there are various payment options for you like through Credit Card, Debit Card, Internet Banking or wallet /cash cards. You can choose any one of the option and click on "Make Payment".

After making the payment, if the transaction is successful then a screen will appear giving you the transaction details. In the bottom of the screen, one button shall be there named "Click here to get your voucher code". Click on that button and the following screen will appear:

APDCL Prepaid Voucher Reprint

Consumer Details

Please provide twelve digit consumer id :  Submit











Now enter the consumer number in the text box as shown above with the arrow mark and then click on submit button.

The following screen will appear

**Consumer Details**

Please provide twelve digit consumer id :

**Voucher Details**

Consumer Id	Payment Date	Amount	transactionId	View
	02.03.2016 13:42:46	450.0	FHMP4328088049	
	02.03.2016 13:04:30	450.0	FHMP4327995157	
	20.02.2016 21:35:16	950.0	FHMP4305949543	
	11.02.2016 12:25:20	950.0	FHMP4286768846	
	21.01.2016 17:25:11	950.0	EHMP4247964639	
	15.01.2016 17:26:26	470.0	EHMP4236409303	
	06.01.2016 17:48:19	1000.0	EHMP4218100168	
	29.12.2015 17:01:13	1000.0	EHMP4201267178	
	24.12.2015 19:21:56	500.0	EHMP4192167154	
	15.12.2015 17:13:38	500.0	EHMP4173663068	

To view or reprint the voucher, Click on the icon shown as above with an arrow in view tab. Now the voucher will be generated which contains the voucher code.



### Prepaid Payment Receipt

Assam Power Distribution Company Limited

Consumer Id : ~~0110000000007~~  
Voucher Amount : ~~1000.0~~  
Voucher Code : ~~10502-00001-00075-70101~~  
Transaction ID : ~~F02E4507444050~~  
Date: D/T : ~~27.05.2016 11:06:19~~  
Voucher Generation Mode : Online

# Prepaid Voucher Reprint:

- Click on the "**Reprint my prepaid voucher**" button in the "**e-Services**" section of www.apdcl.org as shown below with an arrow mark:-

The screenshot shows the homepage of Assam Power Distribution Company Ltd. The header includes the company logo, name, and CIN number (U40109AS2003SGC007242). A navigation menu contains links for Home, About Us, Information & Services, Regulatory, Projects, Tenders, Documents, and Contact Us. A search bar is present with the text '2313082 or 1912.'. The main content area features a 'My Account' section with login fields and buttons for 'Register Here', 'Forgot Password', and 'Instant Bill Payment'. Below this is a 'Quick Links' section with a red arrow pointing to the 'Reprint my Prepaid Voucher' button in the 'e-Services' column. Other 'e-Services' buttons include 'View my Electricity Bill', 'Pay my Electricity Bill', 'Recharge my Prepaid Meter', and 'Register a New Connection'. The 'Associated Sites' column lists links like 'Ease of Doing Business', 'RTI', 'Grievance Redressal', 'Career', 'FAQ', 'Feedback', and 'Franchisee'. The 'What's New' section contains a 'vendor list' and a recruitment notice for AAO & JM(IT).

The following Screen will appear

The screenshot displays the 'APDCL Prepaid Voucher Reprint' form. It features a 'Consumer Details' section with a text box labeled 'Please provide twelve digit consumer id :'. A red arrow points to this text box. To the right of the text box is a yellow 'Submit' button.











Now kindly enter your consumer number in the text box as shown above with the arrow mark and then click on submit button.

The following screen will appear:

### Consumer Details

Please provide twelve digit consumer id :

### Voucher Details

Consumer Id	Payment Date	Amount	transactionId	View
	02.03.2016 13:42:46	450.0	FHMP4328088049	
	02.03.2016 13:04:30	450.0	FHMP4327995157	
	20.02.2016 21:35:16	950.0	FHMP4305949543	
	11.02.2016 12:25:20	950.0	FHMP4286768846	
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	06.01.2016 17:48:19	1000.0	EHMP4218100168	
	29.12.2015 17:01:13	1000.0	EHMP4201267178	
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To view or reprint the voucher, Click on the icon shown as above with an arrow in view tab. Now the voucher will be generated which contains the voucher code.



## Prepaid Payment Receipt

Assam Power Distribution Company Limited

Consumer Id : ~~0110000000007~~  
Voucher Amount : ~~1000.0~~  
Voucher Code : ~~10502 00601 00075 70101~~  
Transaction ID : ~~FDDE4507111056~~  
Date: D/T : ~~27.05.2016 11.06.10~~  
Voucher Generation Mode : Online

## Entering the voucher code in your Prepaid Meter:



The voucher code generated is required to be entered into your prepaid meter in order to complete the recharge process. You can check the following "Keypad Instruction" to enter your voucher code.

### KEYPAD INSTRUCTION

- Key \* Button before entering voucher code.
- Key # Button after entering voucher code
- Key 1 Credit left in days.
- Key 2 Today's, Previous day's, Previous week's, Previous month's expenditure in Rupees.
- Key 3 Unit rates of electricity, Standing charge (Fixed Charge), Minimum Charge, Tax/Units
- Key 4 The last five recharge codes keyed in.

- Key 5 ABC Code / Total money entered into meter.
- Key 6 Refund Code
- Key 7 12 months expenditure in Rupees.
- Key 8 Present Load, Load Cost, Monthly maximum demand with date & time.
- Key 9 Total energy units (kWh).
- Key 0 Meter serial no, Display test, time, date, Voltage, Power factor, Frequency

**Auto Display: Time, Date, Supply on condition, Account Balance, KWH Unit, Tamper status of Meter**

### **INSTRUCTION FOR CONSUMER**

1. How to set low balance alarm: For example to set alarm at :

Rs 1000/-	Press	*00000010007#
Rs 100/-	Press	*00000001007#
Rs 150/-	Press	*00000001507#
Rs 50/-	Press	*00000000507#