Registration Guidelines

General Instructions

Registration is mandatory for all persons seeking access to the Pravasi Bharatiya Divas (PBD) Convention venue and to participate in its events. No person will be permitted to enter the venue without valid registration.

1. **Account Creation and Registration:** Participants are required to create their Profiles and thereafter complete their registration process under either the **Individual or Group** category. The step-by-step registration procedure is provided below.
2. **Registered Email Address:** Participants must provide a valid and accessible email address during creation of their Profiles. One-Time Passwords (OTPs), login credentials and registration-related communications will be sent to the registered email address of the participants.
3. **Registration Confirmation:** Upon successful completion of the registration process, a registration confirmation will be sent to the email address provided by the participant.
4. **Collection of Physical Access Badge:** Registered participants are required to collect their Access Badges from designated registration counters at the Biswa Bangla Mela Prangan/Milan Mela in Kolkata that is the venue of the PBD. Registration counters will commence operations from 10:00 AM on 6 January 2027. Participants are advised to collect their access badges one day in advance of their scheduled entry into the PBD venue.
5. **Entry and Exit:** Participants must display/present their access badges at designated entry and exit points of the PBD venue.
6. **Advance Registration:** All participants are requested to complete their registration well in advance to avoid inconvenience.
7. **Event & Session Registration:**Registration is required for participation in the various events and sessions of the Convention. Certain sessions are reserved for invited participants, who will receive a separate email communication with the relevant details.
8. **Refund Policy:** No refund will be provided in case of cancellation.

Individual Registration

Procedure

1. Participants are required to visit https://pbdindia.gov.in and create a Profile by entering the relevant details. Email-based One-Time Password (OTP) verification should be completed to authenticate the registered email address.

2. Upon successful Profile creation, participants can navigate to **Individual Applications** and then choose **New Application** to register by using the auto-generated password sent to their registered email address.
3. All required details must be entered in the Registration form. Fields marked with an asterisk (*) are mandatory. Participants are advised to carefully review the information provided to ensure its accuracy and completeness before proceeding.
4. Upon completion of the registration form, participants may proceed to the Payment Section immediately or Log in at a later date to complete the payment. The dates of intended attendance at the PBD Convention must be selected, followed by payment of the applicable registration fee. The selected dates cannot be modified once payment has been made. No refund will be provided in case of cancellation. Registrations will remain incomplete in the absence of payment of registration fees and access badges will not be generated.
5. Upon successful completion of the registration and payment process, the PBD Registration Number will be sent to the registered email Id of the participants.

Group Registration

Procedure

Eligibility: A minimum of 5 members and a maximum of 100 members are permitted to register as a Group.

1. The Group Coordinator is required to visit https://pbdindia.gov.in and create a Profile by entering the relevant details. Email-based One-Time Password (OTP) verification should be completed to authenticate the registered email address.
2. Upon successful Profile creation, the Group Coordinator can navigate to **Group Applications** and then choose **New Group Application** to register group members by using the auto-generated password sent to his/her registered email address.
3. All required details must be entered in the registration form. Fields marked with an asterisk (*) are mandatory. The Group Coordinator is responsible for completing the form and ensuring that the names and email addresses of the group members are correct. All communications and PBD 2027 related information will be sent to the registered email ID of the Coordinator.
4. Group Coordinator can register a maximum of 100 group members by using the **Add Member** tab under the Group Registration section, entering the details of each member attending the PBD 2027 and uploading the respective identification documents of each of the group members.
5. Upon completion of the registration form, the Group Coordinator may proceed to the payment section immediately or log in at a later date to complete the

payment. Registrations will remain incomplete in the absence of payment of registration fees applicable for **ALL** the Group Members and access badges will not be generated.

6. The dates on which the group members intend to attend the PBD Convention must be selected. The selected dates cannot be modified once payment has been made. No refund will be provided in case of cancellation.
7. Upon successful completion of the registration and payment process, the PBD Registration Number will be sent to the registered email address of the Group Coordinator.

Payment Process

Procedure

1. Participants must select their preferred payment gateway from the available options: State Bank of India, Axis Bank, ICICI Bank or City Union Bank.
2. All major debit and credit cards issued by Indian and international banks will be accepted.
3. Upon selecting the payment gateway, participants must choose the applicable payment option, enter the required details and complete the payment process.

Available Payment Options for users of Indian banks

1. Internet Banking
2. Debit Cards (Mastercard, Maestro, Visa, RuPay)
3. Credit Cards (Mastercard, Visa, American Express, RuPay)
4. UPI

For users of international banks

1. International Debit Cards (Mastercard, Maestro, Visa)
2. Credit Cards (Mastercard, Visa, American Express, Maestro)

Registration Fees and Discounts

All participants attending the PBD Convention 2027 are required to pay the prescribed registration fee. The fees include lunches and dinners at the Convention venue during PBD 2027. Fee structure for Individual and Group registrations is as follows:

Sl. No.	Indivitual Registration	Registration Fees
1	Indian Nationals/ Non-Resident Indians	INR 5,000/- for one day INR 7,500/- for any two days INR 10,000/- for three days
2	Person of Indian Origin/ Overseas Citizens of India/ Foreign Nationals	US $55 for one day US $80 for any two days US $110 for three days

Special Rebates		
Sl. No.	Registration Type	Rebate
1	Group Registrations (Special rates applicable for group registrations – for 51–100 members)	50%
2	Early Registrations (registration before 25th November, 2026)	20%

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