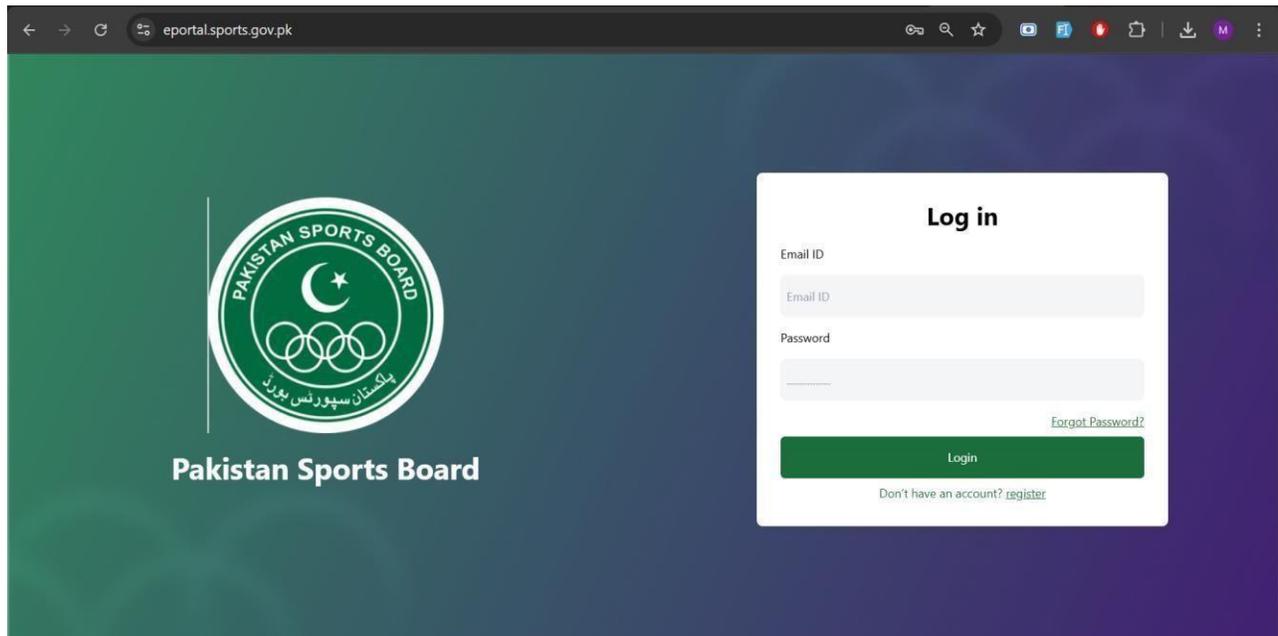


User E-Portal Guide:

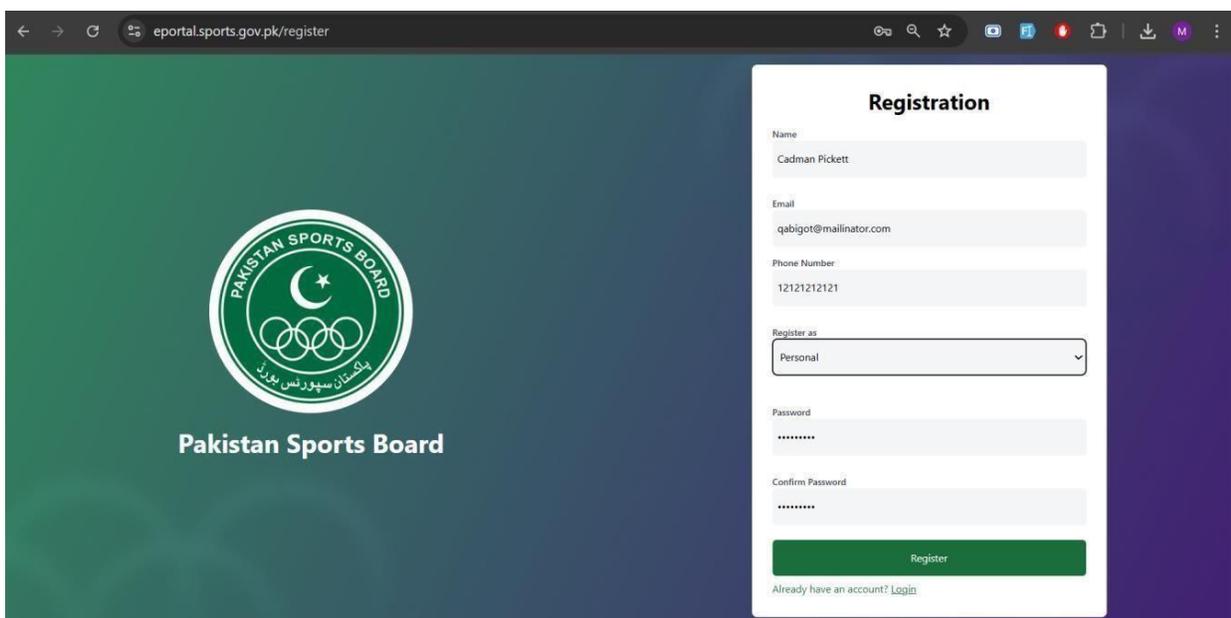
Registration:

1. To start with User Registration type in the search bar eportal.sports.gov.pk
2. Navigate to the register text and click for new user registration.



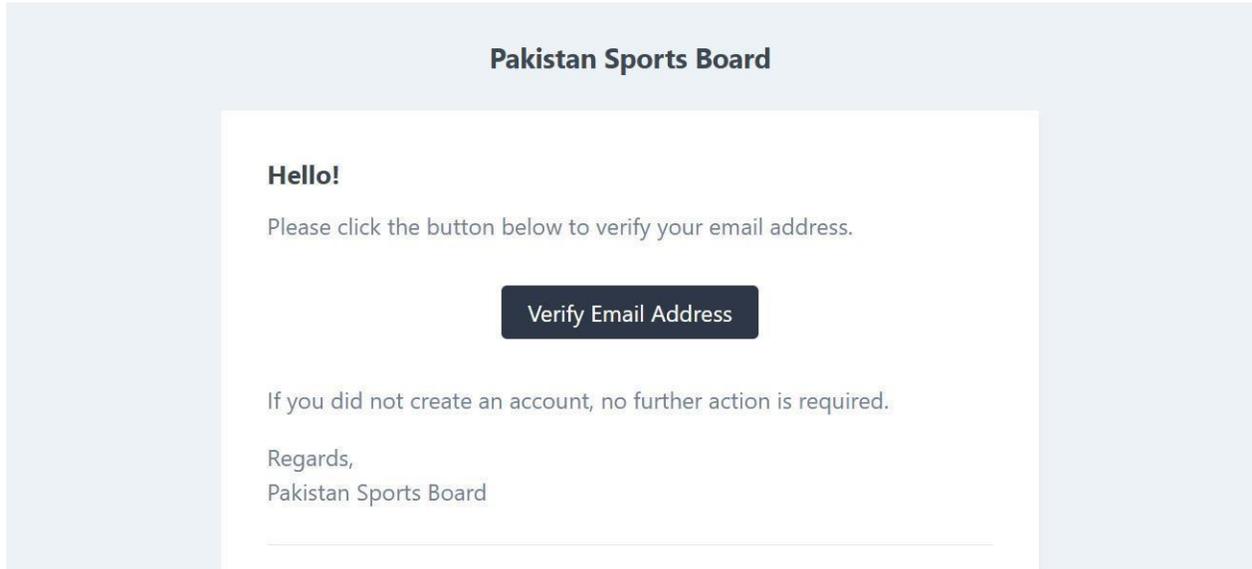
3. Fill the form with the relevant information and click **Register**.

Notice: Make sure to select a password that is 8 or more characters long.



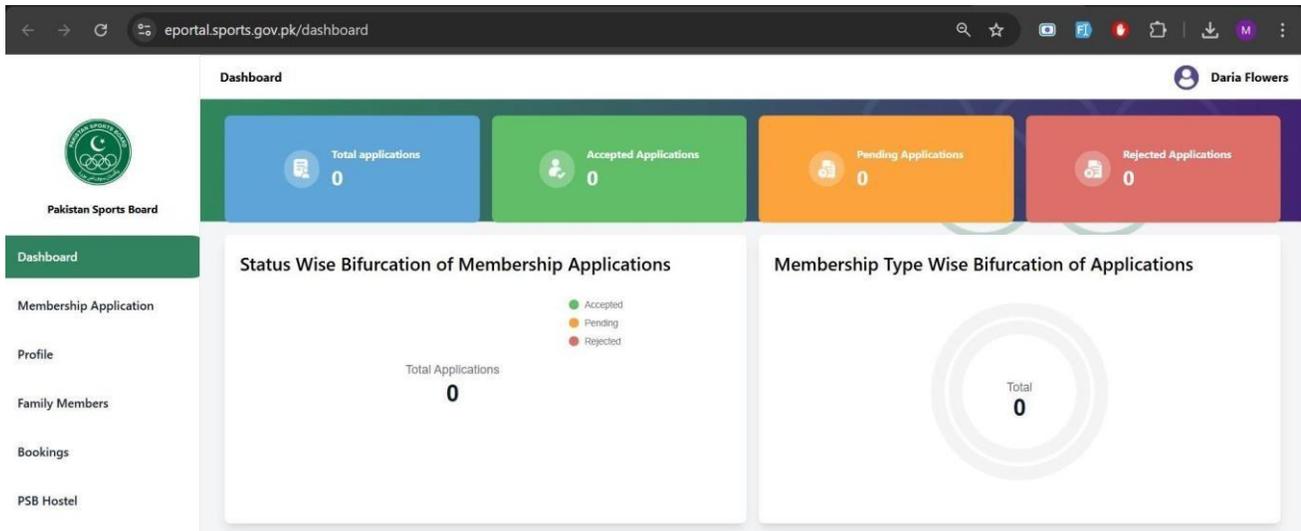
4. After clicking Register you shall receive a verification email. Click on Verify Email Address to proceed. You will be redirected to the E-Portal Dashboard

Notice: Remember to login with your registered email and created password for E-Portal.



Dashboard:

1. Your dashboard will give you an overall view of your membership application status count.



Profile:

1. To proceed with membership application, Bookings and PSB Hostel you will first need to fill in your profile information and click **Submit**.

Notice: Be careful to upload CNIC file with a size less than 2 MB and file type of PNG or PDF.

The screenshot shows the 'Membership Applications' page on the website eportal.sports.gov.pk/memberships/add. The user is logged in as 'Daria Flowers'. The form is titled 'Membership Details' and contains the following fields:

- Member's Name: Daria Flowers
- Register has A: Affiliated Organization (dropdown)
- Father/Husband's Name: Full Name
- Gender: Male
- Date of Birth: yyyy-mm-dd
- NIC Number: 123456789
- Nationality: Pakistan
- Occupation: Government Servant
- Address: Address
- Residence Phone: Telephone Residence
- Mobile No: Mobile No
- Attachments: ID card front and ID card back (both with 'Choose File' buttons and 'No file chosen' status)
- Next of Kin Information (In case of emergency): Name and Phone No

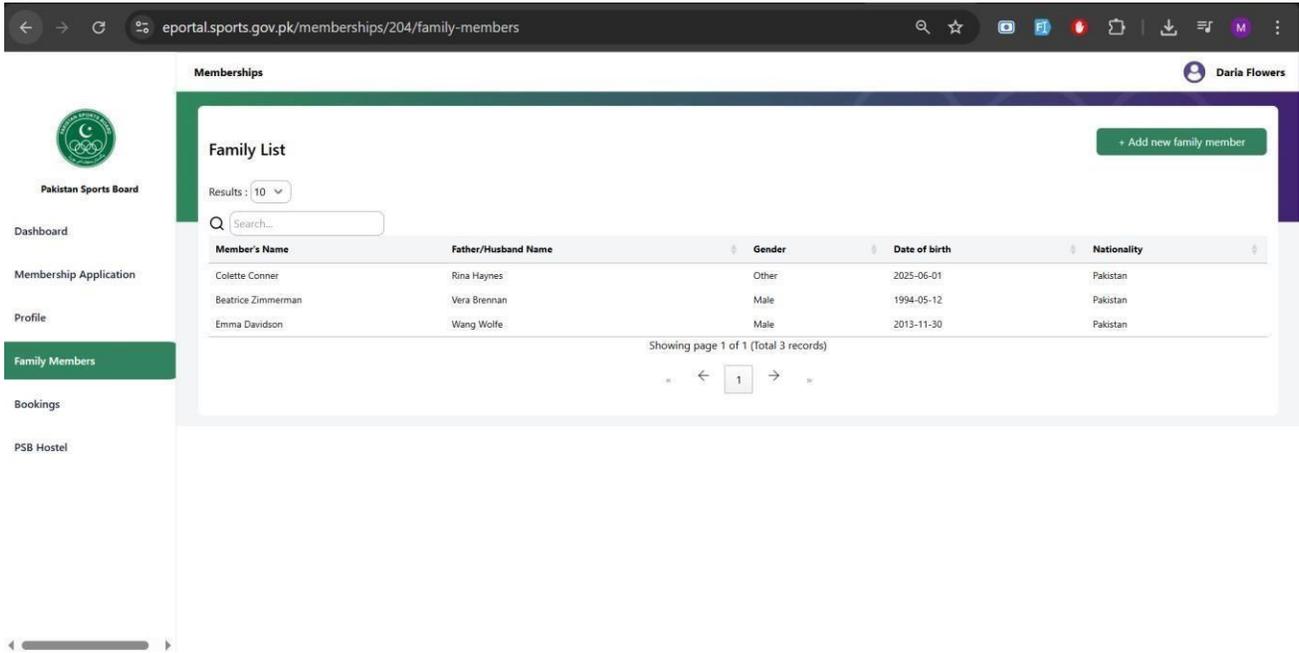
A green 'Submit' button is located at the bottom right of the form.

Family Members:

1. After completing your profile you can add your family members to apply for family membership categories.

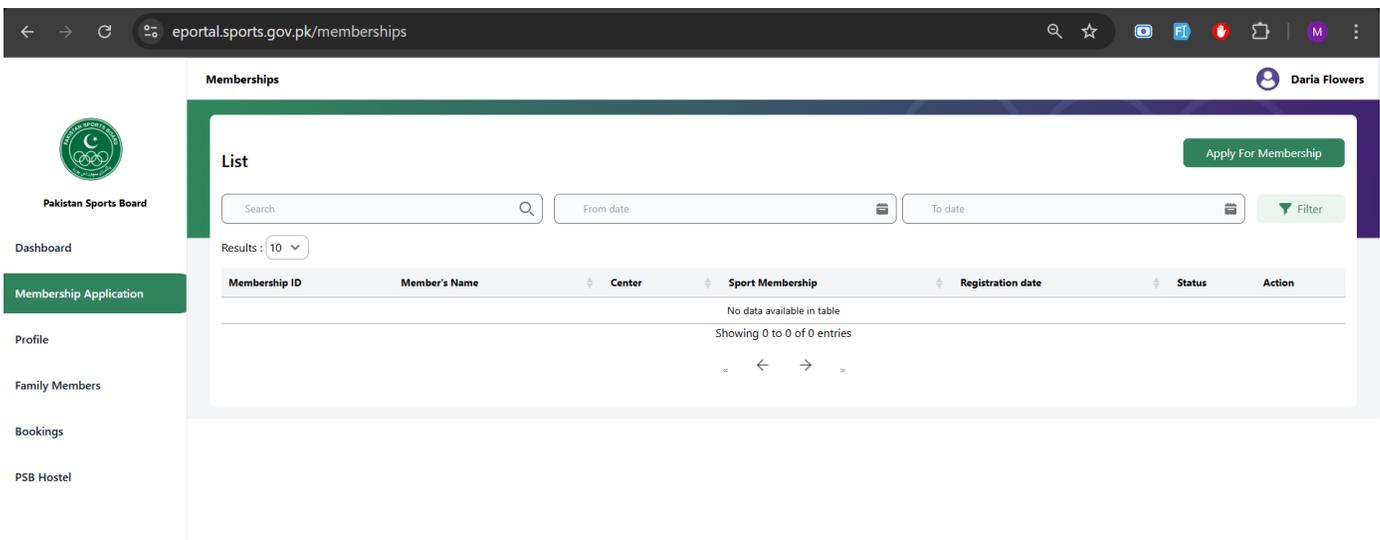
The screenshot shows the 'Memberships' page on the website eportal.sports.gov.pk/memberships/204/family-members. The user is logged in as 'Daria Flowers'. The page is titled 'Family List' and features a '+ Add new family member' button. Below the title, there is a search bar and a table with the following columns: Member's Name, Father/Husband Name, Gender, Date of birth, and Nationality. The table currently displays 'No data available in table' and 'Showing 0 to 0 of 0 entries'. There are also pagination controls at the bottom of the table.

2. Your added family members will appear in the Family List.

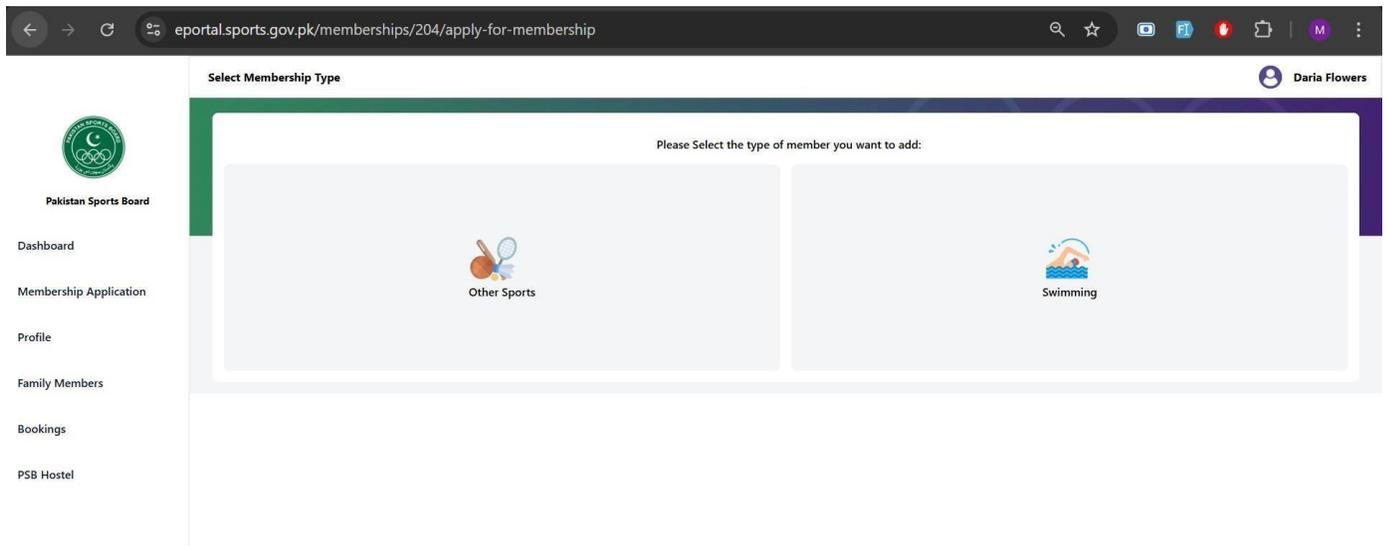


Applying for Membership:

1. To apply for a membership, navigate to the membership application tab from the sidebar and click **Apply for Membership**.

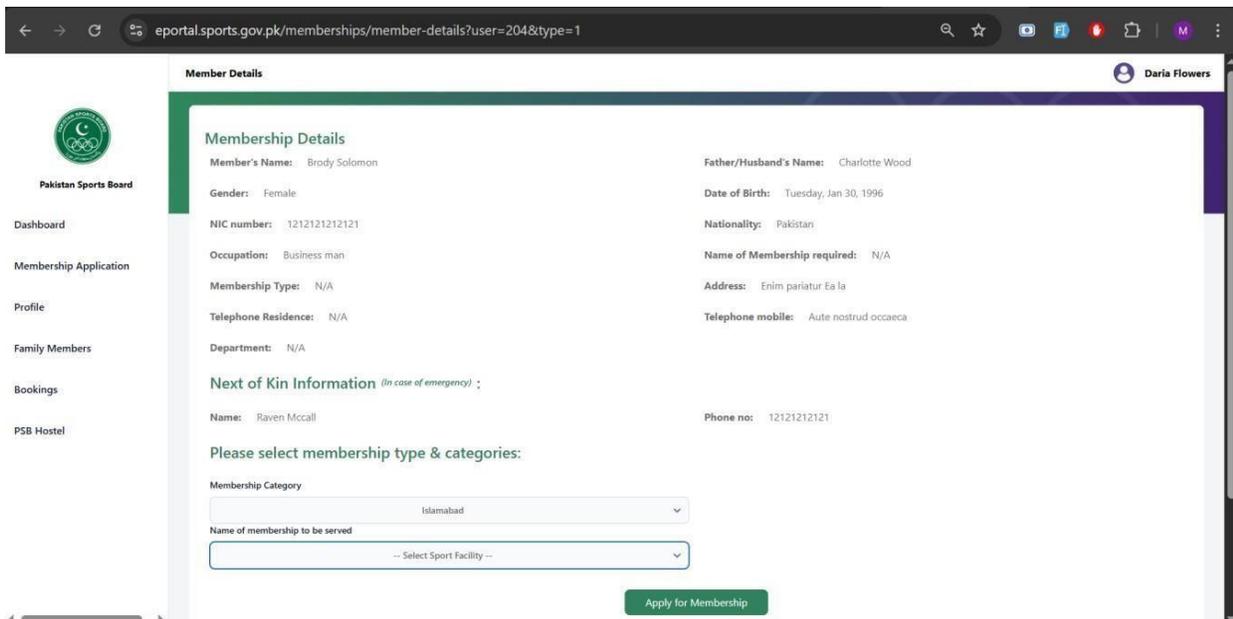


2. Please select one of the two membership types: **'Other Sports'** for activities such as squash, badminton, gym etc., or **'Swimming'** for memberships related specifically to swimming.



3. Selecting **Other Sports** will redirect you to the membership location along with the available membership options. Choose your desired membership to view the corresponding rates and select **Apply for Membership**.

Note: Please ensure you select the appropriate membership based on your category.



- Your membership application status will be updated to **Pending** as it is forwarded to the Front Desk Officer for review.

The screenshot shows the 'Memberships' page on the portal.sports.gov.pk website. The user is logged in as 'Daria Flowers'. The page features a sidebar with navigation options: Dashboard, Membership Application (highlighted), Profile, Family Members, Bookings, and PSB Hostel. The main content area is titled 'List' and includes a search bar, filters for 'From date' and 'To date', and a 'Filter' button. Below these is a table with columns: Membership ID, Member's Name, Center, Sport Membership, Registration date, Status, and Action. A single record is shown with ID 20489, Member's Name Daria Flowers, Center Islamabad, and Status Pending. The status is highlighted in orange. There is a green eye icon and a red X icon in the Action column. A green 'Apply For Membership' button is located in the top right corner of the list area.

- Once approved by the competent authority, your membership status will be updated to **Payment Pending**. Click the green **eye icon** to view your application and proceed with the payment.

This screenshot shows the same 'List' page as above, but the status of the membership application (ID 20489) has been updated to 'Payment Pending', which is highlighted in blue. The green eye icon in the Action column is now active, indicating that the user can click it to view the application details.

- When you open your application, a **View Invoice** button will appear. Click it to proceed to the invoice page.

The screenshot shows the 'Membership Details' page for user 'Daria Flowers'. On the left, there is a list of details: PSID (10080480412506020946), Membership Number (20489), Member's Name (Daria Flowers), Father/Husband's Name (Charlotte Wood), Gender (Female), Date of Birth (Tuesday, Jan 30, 1996), and NIC number (1212121212121). On the right, there is a message: 'Payment Pending. Waiting for Payment.' Below this message is a prominent red button labeled 'View Invoice'. At the bottom of the page, there is a link for 'Approval Logs'.

7. On the **Invoice** page, your membership details will be listed. Click the **Click Here to Pay** button to be redirected to the **National Bank of Pakistan** payment portal.

Invoice PSID: 80412506020946 [Click Here to Pay](#) [Print](#)

Billed to: joknafofya@gufum.com Invoice number: 39-00000021
Billing details: Daria Flowers Invoice date: 2025-06-02
12121212121 Billing method: Pay Online

Membership details: Description: Monthly membership COMPREHENSIVE (Tennis, Squash, Badminton, Jogging, Basketball & Gym)General public
Center: Islamabad
Sports: Squash, Badminton, Tennis, Jogging, Basketball, Gym

DESCRIPTION	REGISTRATION FEE	MONTHLY FEE
Monthly membership COMPREHENSIVE (Tennis, Squash, Badminton, Jogging, Basketball & Gym)General public	0.00	7500.00
Total:		7500.00 PKR

8. On the **NBP Portal**, your **Challan Number** will be pre-filled. Complete the **I'm not a robot** CAPTCHA, then click **Details** to display your information.

Collection of Charges

Kindly enter the following information and select the schedule of payment to check the fees structure. Once, fees selected, press the "Proceed to Pay" button to process payment.

Applicant Details

Challan Number *

 I'm not a robot 

Name *

Email *

Amount (PKR)

9. Once all your information is entered, select **Proceed to Pay** to choose your preferred mode of payment..

Collection of Charges

Kindly enter the following information and select the schedule of payment to check the fees structure. Once, fees selected, press the "Proceed to Pay" button to process payment.

Applicant Details

Challan Number *

I'm not a robot  reCAPTCHA
Privacy * Terms

Details

Name *

Email *

Amount (PKR)

Proceed to Pay

Note: Always make sure to check the URL in the top search bar to verify that the redirected website is authentic.



10. After verifying your information, select **Proceed to Pay**. You will be presented with two payment options: **Credit Card** or **1-Bill/1-ID**. Choose your preferred mode of payment to continue.

Select Payment Method

Select any of the payment options below.

Method 1
Pay by Credit Card



Method 2
Pay by 1-bill/ 1-ID



Proceed

11. In the **Pay by Credit Card** section, enter all the required information and click **Pay** to complete your transaction.

Customer information

Email address *

you@example.com

Credit or Debit card



UnionPay SecurePay



Billing address

Country *

Select Country

Address *

† Add Apt #, floor, unit, suite, etc.

City *

Postcode / ZIP Code *

State / Province *

 Pay Rs7,725.00

12. For **1-Link/1-ID** payments, follow the provided instructions to submit your payment via the 1-Link system.

digitalpay.nbp.com.pk/PSB/1-link-invoice

NBP National Bank of Pakistan
نیشنل بینک آف پاکستان

SPECIALIZED RECEIPT Original PSB Charges

Your 1Bill ID is 111099150180412506020946

Challan # 80412506020946
Name Brody Solomon
Date 2nd June 2025

Name and Address of Person on whose behalf money is paid Pakistan Sports Board

Total Fees 7500
Tax Fees 50
Total (Incl Tax) 7550

1. Please Note the 1-Bill ID number
2. Open mobile application of your Bank A/c.
3. Go to the 1link / 1Bill invoice option available on your payment section in Mobile Application.
4. Select the Voucher Number option
5. Enter the 1Bill ID number generated in step 1
6. Process Payment

UN PAID

Kindly print the challan and visit the nearest NBP Branch for PSB payment.

Your 1-Bill  Id:

111099150180412506020946

you can use this id to pay your bill from your mobile banking application

1. Please Note the 1-Bill ID number
2. Open mobile application of your Bank A/c.
3. Go to the 1link / 1Bill invoice option available on your payment section in Mobile Application.
4. Select the Voucher Number option
5. Enter the 1Bill ID number generated in step 1
6. Process Payment

Done

Apply for Swimming (Family Membership):

The application process of family memberships for Swimming pool goes as follows:

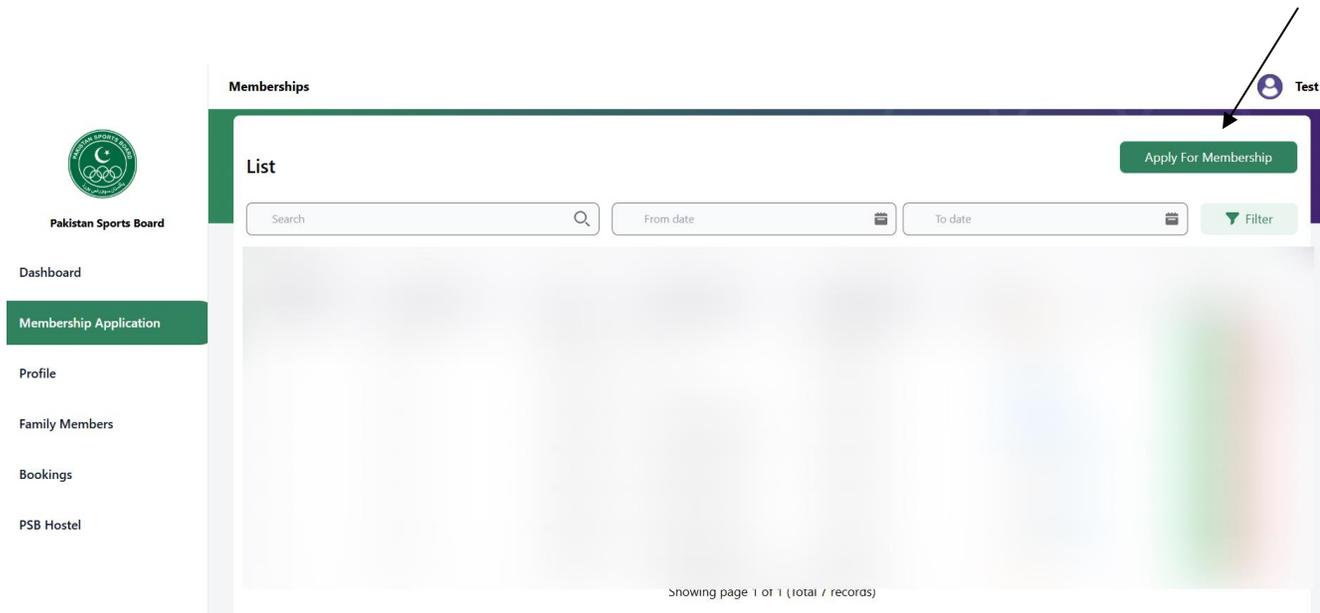
The guardian must apply for a registration for a family membership and pay the fee. After the payment has been made on the online portal then the Guardian is allowed to apply for their individual family members.

Two Categories are given below:

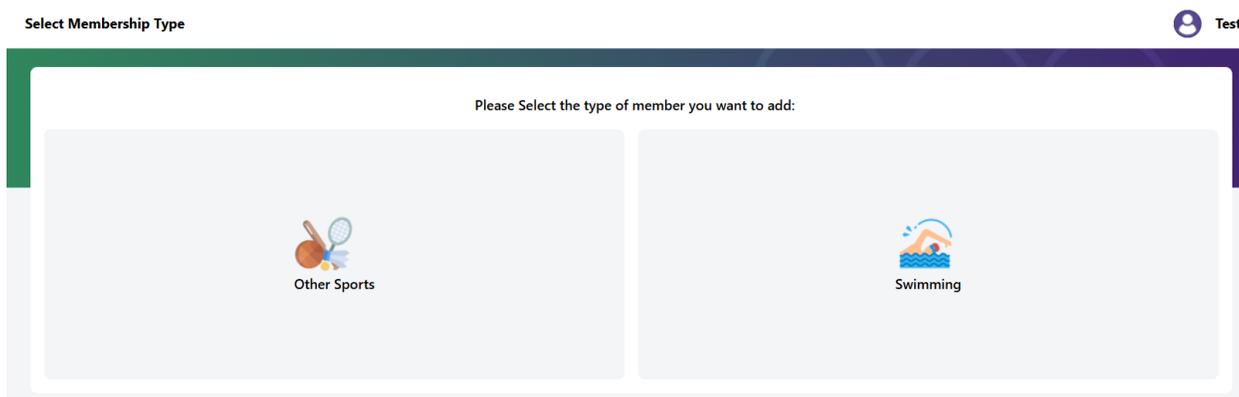
1. Swimming Family Membership Annual Plan (Single Guardian)
2. Swimming Family Membership Annual Plan (Two Guardians)

Choose only the required membership as there is a 2-person monthly fee in the second category.

1. Navigate to the Membership Application tab from the side bar and click on Apply for Membership.



2. Select the Swimming Category.



3. Select the Family swimming membership option from the list:

Note: Select single guardian in case of 1 parent applying, for both parents applying select the two guardians option, and apply.

Member Details

Test

Occupation: Government Servant Name of Membership required: N/A

Membership Type: N/A Address: Laborum Ad reprehenderit

Telephone Residence: N/A Telephone mobile: Reprehenderit ex ex

Department: N/A

Next of Kin Information *(In case of emergency)* :

Name: Keegan Hanson Phone no: 12112121212

Please select membership type & categories:

Membership Category: Islamabad

Name of membership to be served: Swimming Family Membership Annual (1 Guardian)

Registration Fee: 15000.00

Monthly Fee: 2000.00

[Apply for Membership](#)

4. After applying your application will be forwarded for approval.

List [Apply For Membership](#)

Search [] From date [] To date [] Filter []

Results: 10

Membership ID	Member's Name	Center	Sport Membership	Registration date	Status	Action
21	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Pending	 

5. After the status has changed to Payment pending you will need to proceed with the payment.

List [Apply For Membership](#)

Search [] From date [] To date [] Filter []

Results: 10

Membership ID	Member's Name	Center	Sport Membership	Registration date	Status	Action
21	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Payment Pending	 

After successful payment the status will change to Approved and there will be an option to add your individual child member's application using the **+** (add) icon.

List Apply For Membership

Search From date To date Filter

Results: 10

Membership ID	Member's Name	Center	Sport Membership	Registration date	Status	Action
21	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Approved	

Showing page 1 of 1 (Total 8 records)

Apply Family Memberships

Kiyada Conner
2014-01-15
11 years
Amount PKR: 1500.00

Apply

Tobias Solomon
1975-10-09
49 years
Amount PKR: 3000.00

Apply

Hu Long
1977-03-26
48 years
Amount PKR: 3000.00

Apply

6. After applying, each family member's application will be sent individually for approval.

List Apply For Membership

Search From date To date Filter

Results: 10

Membership ID	Member's Name	Center	Sport Membership	Registration date	Status	Action
24	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Payment Pending	 
23	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Pending	 
21	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Payment Pending	 
24	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Pending	 
21	Test	Islamabad	Swimming Family Membership Annual (1 Guardian)	2025-06-23	Approved	  

Booking:

- To book a facility, select the Bookings tab from the sidebar, then click Add New Booking to create a new booking application.

← → ↻ eportal.sports.gov.pk/memberships/bookings

Book Calendar Daria Flowers

Calendar + Add new Booking

June 2025 today < >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21

Pakistan Sports Board

- Dashboard
- Membership Application
- Profile
- Family Members
- Bookings
- PSB Hostel

- On the next window, select your booking dates and times, location, and the required facility according to your needs.

← → ↻ eportal.sports.gov.pk/memberships/add-booking 🔍 ☆ 📺 📄 🔔 🏠 | M ⋮

Add Booking Daria Flowers



Pakistan Sports Board

- Dashboard
- Membership Application
- Profile
- Family Members
- Bookings
- PSB Hostel

Personal Info

Member's Name: Brody Solomon	Father/Husband's Name: Charlotte Wood	Gender: Female
Date of Birth: 30/01/1996	NIC number: 1212121212121	Nationality: Pakistan
Department/Institution: Department	Address: Enim pariatur Ea la	Email: user@example.com
Telephone Office: 123-1234567	Mobile: Aute nostrud occaec	

Book your Facility

Center: Name of Facility to be served:

Charges

Reservation Date from: Reservation Date to: Duration from: Duration to:

Purpose of reservation/Booking:

Scan copy of departmental request letter on official letter head pad:

CHARGES	PRICE	SUB TOTAL
Total	0	

3. The applicable charges and available services will be displayed based on the selected facility. Please choose the required options accordingly.

Note: For facilities charged on an hourly basis, enter the number of hours needed — for example, the number of hours electricity is required.

← → ↻ eportal.sports.gov.pk/memberships/add-booking 🔍 ☆ 📺 📄 🔔 🏠 | M ⋮

Add Booking Daria Flowers



Pakistan Sports Board

- Dashboard
- Membership Application
- Profile
- Family Members
- Bookings
- PSB Hostel

Personal Info

Member's Name: Brody Solomon	Father/Husband's Name: Charlotte Wood	Gender: Female
Date of Birth: 30/01/1996	NIC number: 1212121212121	Nationality: Pakistan
Department/Institution: Department	Address: Enim pariatur Ea la	Email: user@example.com
Telephone Office: 123-1234567	Mobile: Aute nostrud occaec	

Book your Facility

Center: Name of Facility to be served:

Charges

PKR 100000 Per Day
Other Organizations / Departments for sports events.

PKR 5000 Per Hour
Electricity charges

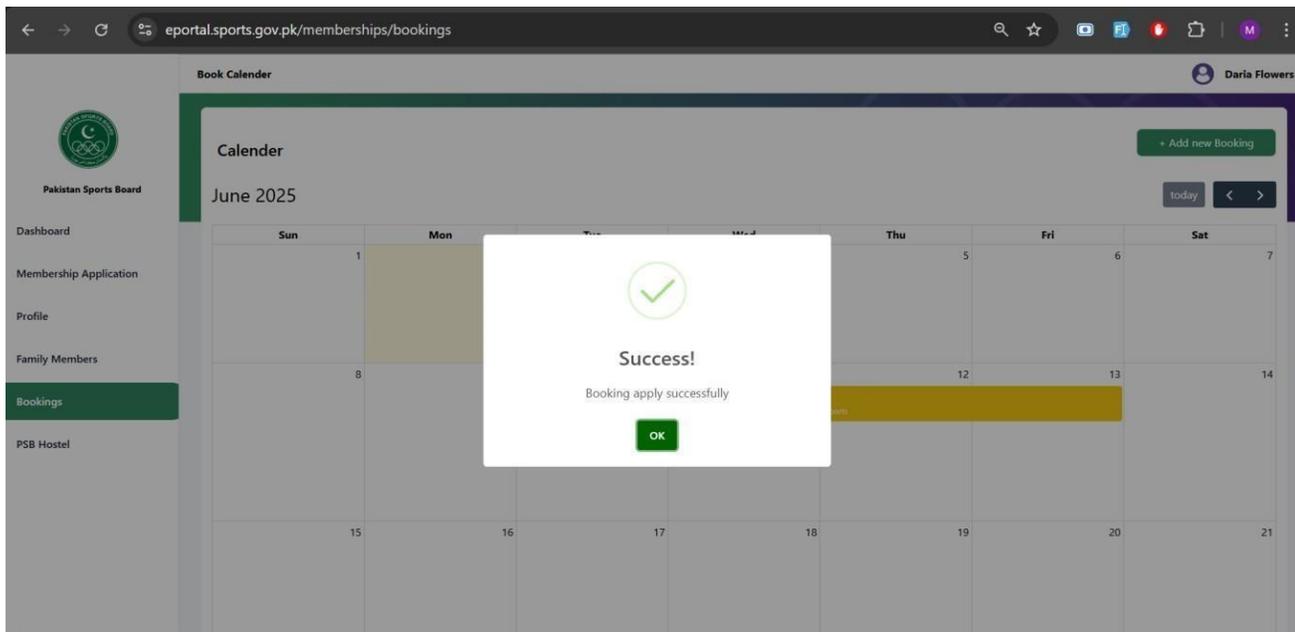
Reservation Date from: Reservation Date to: Duration from: Duration to:

Purpose of reservation/Booking:

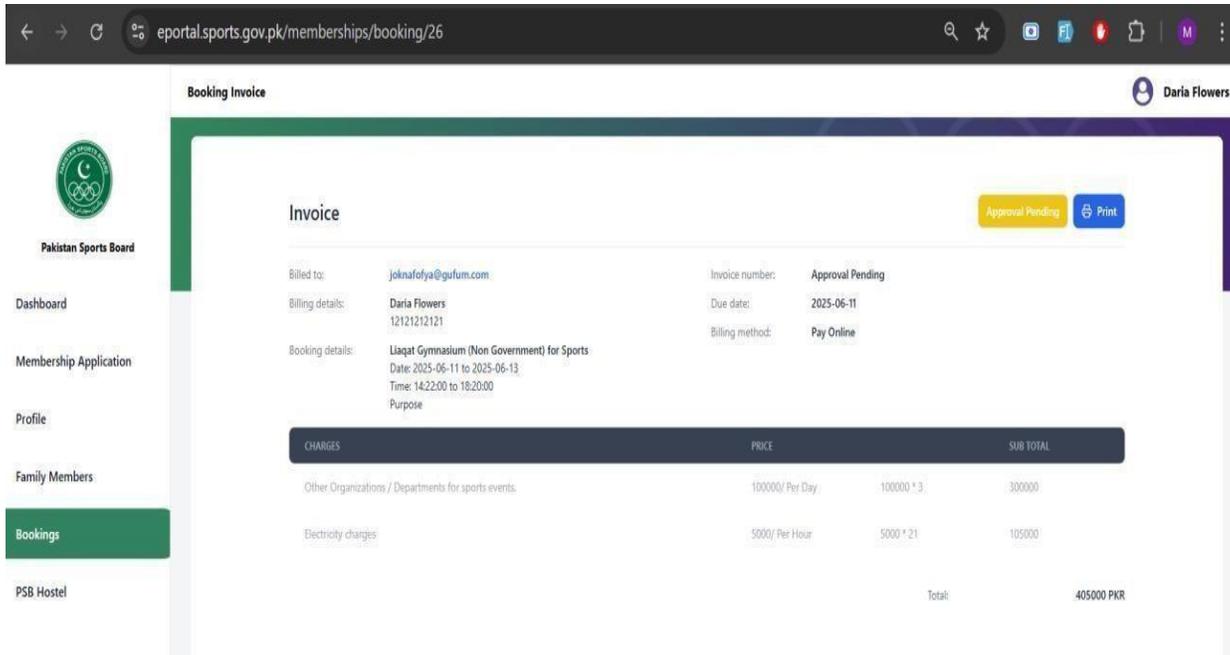
Scan copy of departmental request letter on official letter head pad:

CHARGES	PRICE	SUB TOTAL
Other Organizations / Departments for sports events.	100,000 * 3	300,000
Electricity charges hours	5,000 * 21	105,000
Total	405,000	

4. Review your selections, finalize the booking, and submit your application to proceed.



5. After submission, your application will be forwarded to the concerned authority for review and processing. You can track the status of your booking through the **Booking Calendar**.



- Once your application is processed, the status will change to **“Payment Pending.”** You will need to click on the application to proceed with the payment.

The screenshot shows the 'Book Calendar' page on the website eportal.sports.gov.pk/memberships/bookings. The user is logged in as 'Daria Flowers'. The calendar is for June 2025. A booking is shown for Wednesday, June 11th, from 2:22p to 18:20:00 at Liaqat Gymnasium (Non Government) for Sports. The booking status is 'Payment Pending'. The left sidebar contains navigation options: Dashboard, Membership Application, Profile, Family Members, Bookings (highlighted), and PSB Hostel.

- This will take you to the **Invoice Page**, where you'll find a **“Click Here to Pay”** button. Click it to complete your payment and finalize the booking.

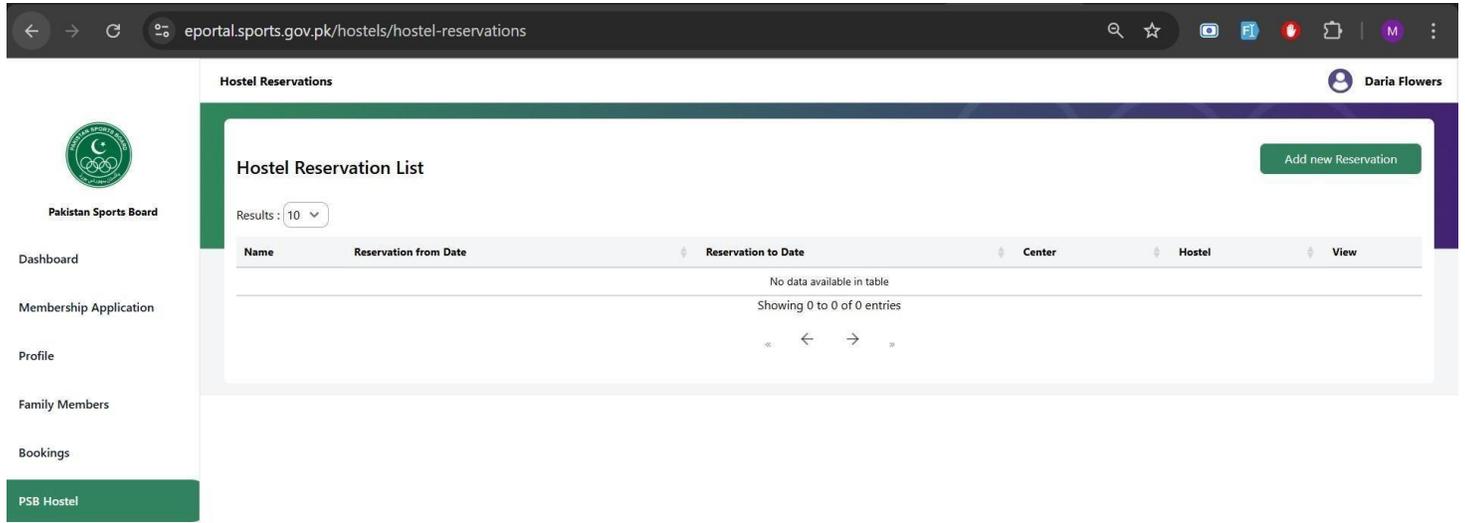
Invoice PSID: 80412506020959 [Click Here to Pay](#) [Print](#)

Billed to:	joknafoya@gufum.com	Invoice number:	17-0015
Billing details:	Daria Flowers 121212121	Due date:	2025-06-11
Booking details:	Liaqat Gymnasium (Non Government) for Sports Date: 2025-06-11 to 2025-06-13 Time: 14:22:00 to 18:20:00 Purpose	Billing method:	Pay Online

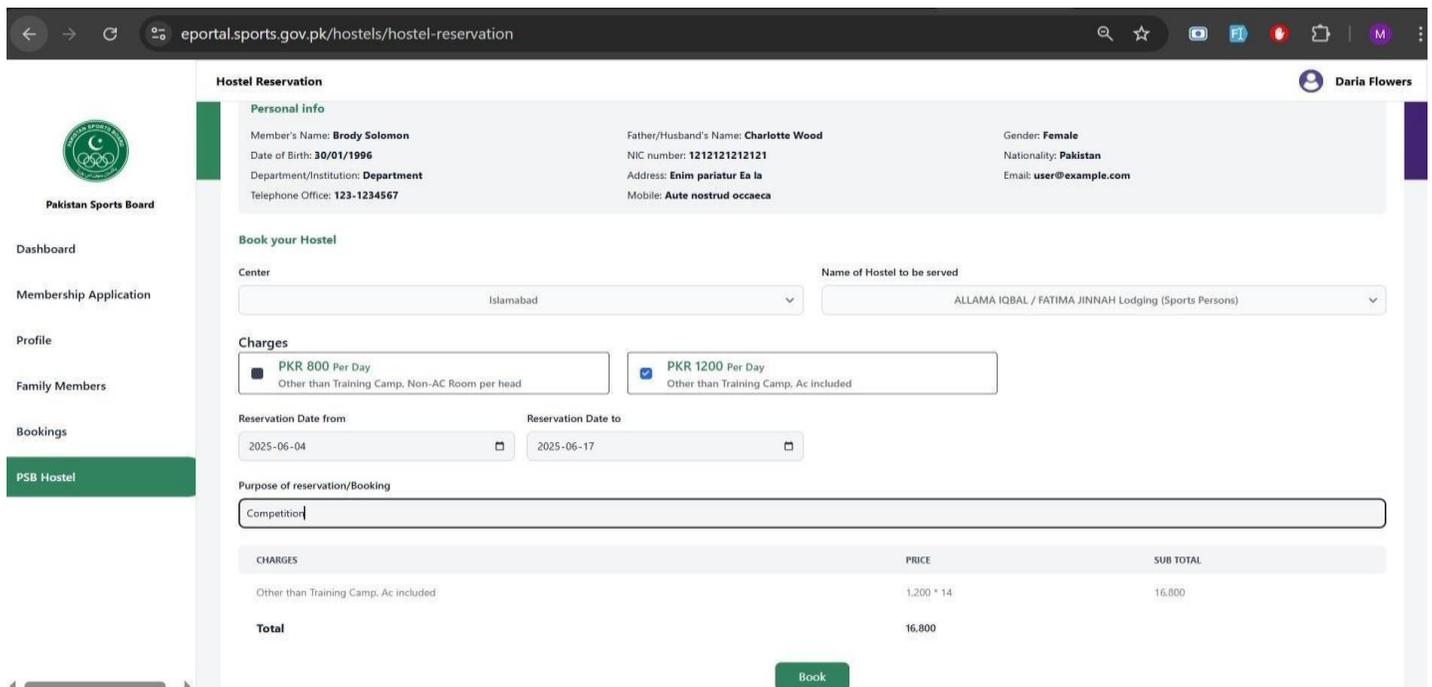
CHARGES	PRICE		SUB TOTAL
Other Organizations / Departments for sports events.	100000/ Per Day	100000 *3	300000
Electricity charges	5000/ Per Hour	5000 *21	105000
Total:			405000 PKR

Hostel Application:

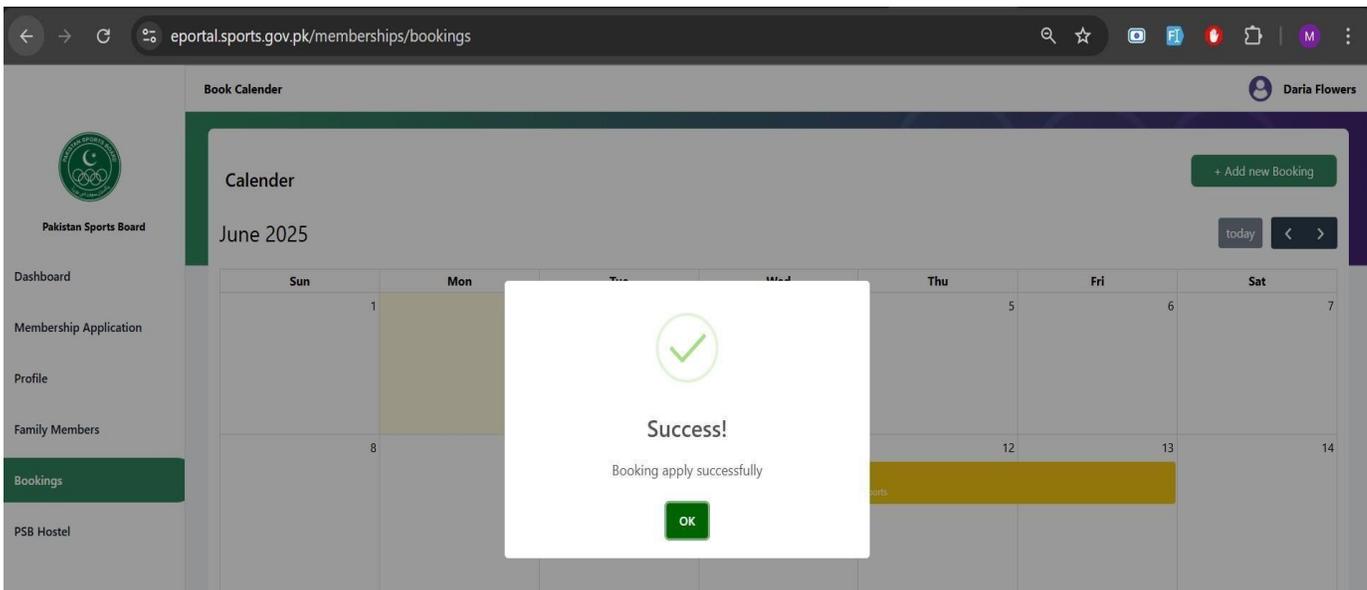
1. To reserve a hostel, go to the **PSB Hostel** tab from the sidebar and click on **“Add New Reservation.”**



2. You will be directed to the reservation application page. Select the Center and the desired Hostel. Once a hostel is selected, available accommodation types will be displayed. Choose the required options and click **“Book”**.

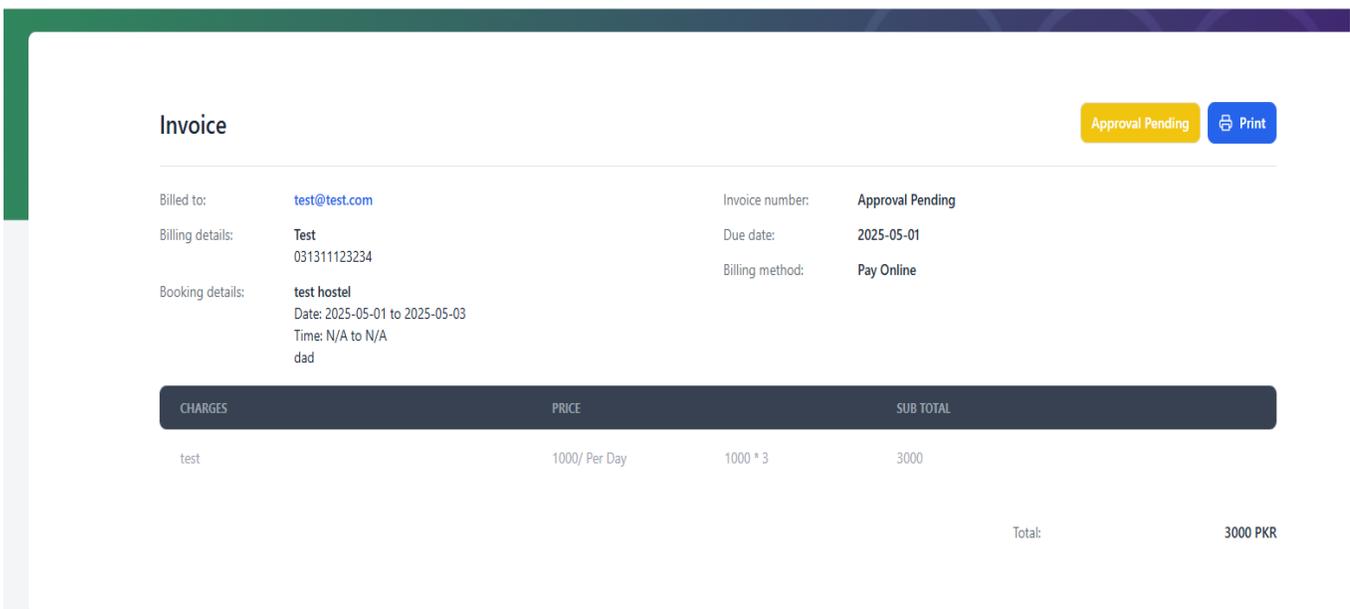


3. After submission, your booking application will be sent to the concerned authority for review and processing. You can track the status of your booking through the Booking Calendar.



The screenshot shows the 'Book Calender' page on the Pakistan Sports Board website. A modal window with a green checkmark and the text 'Success! Booking apply successfully' is displayed over a calendar for June 2025. The calendar shows dates from 1 to 14. The user's name 'Daria Flowers' is visible in the top right corner. The left sidebar contains navigation options: Dashboard, Membership Application, Profile, Family Members, Bookings (highlighted), and PSB Hostel.

Booking Invoice



The screenshot shows the 'Booking Invoice' page. At the top right, there are two buttons: 'Approval Pending' (yellow) and 'Print' (blue). The invoice details are as follows:

Billed to:	test@test.com	Invoice number:	Approval Pending
Billing details:	Test 031311123234	Due date:	2025-05-01
Booking details:	test hostel Date: 2025-05-01 to 2025-05-03 Time: N/A to N/A dad	Billing method:	Pay Online

CHARGES	PRICE	SUB TOTAL
test	1000/ Per Day	1000 * 3
		3000
		Total: 3000 PKR

4. Once approved, go to the PSB Hostel tab again and view your application.

5. You will be redirected to the booking invoice page for online payment. Complete the payment to finalize your reservation.

Invoice PSID: 80412506020907

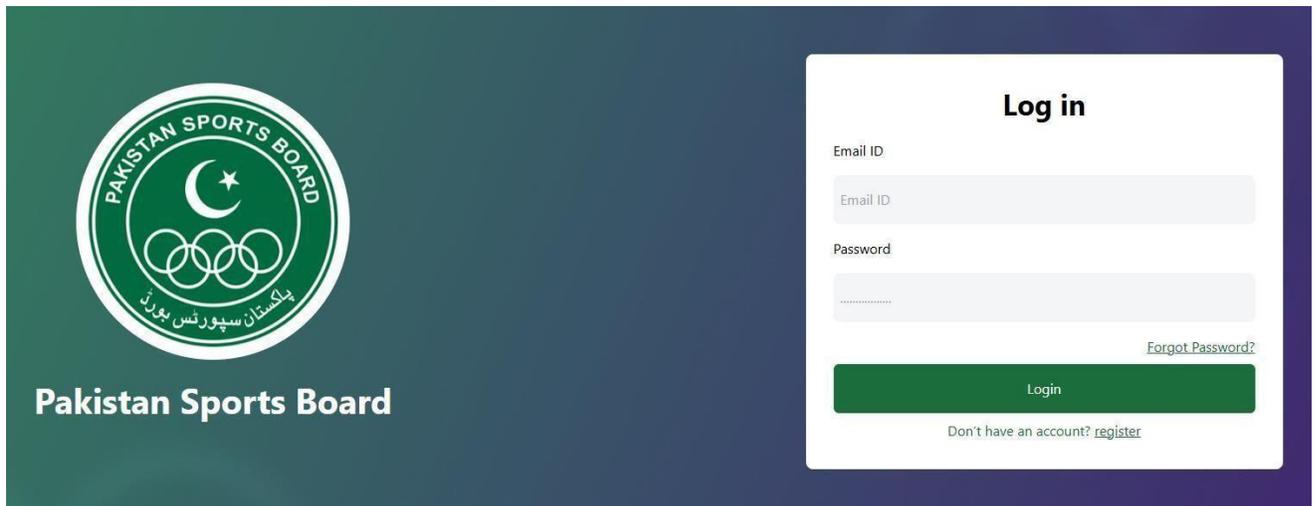
[Click Here to Pay](#) [Print](#)

Billed to:	joknafoya@gufum.com	Invoice number:	103-0016
Billing details:	Daria Flowers 12121212121	Due date:	2025-06-04
Booking details:	ALLAMA IQBAL / FATIMA JINNAH Lodging (Sports Persons) Date: 2025-06-04 to 2025-06-17 Time: N/A to N/A Competition	Billing method:	Pay Online

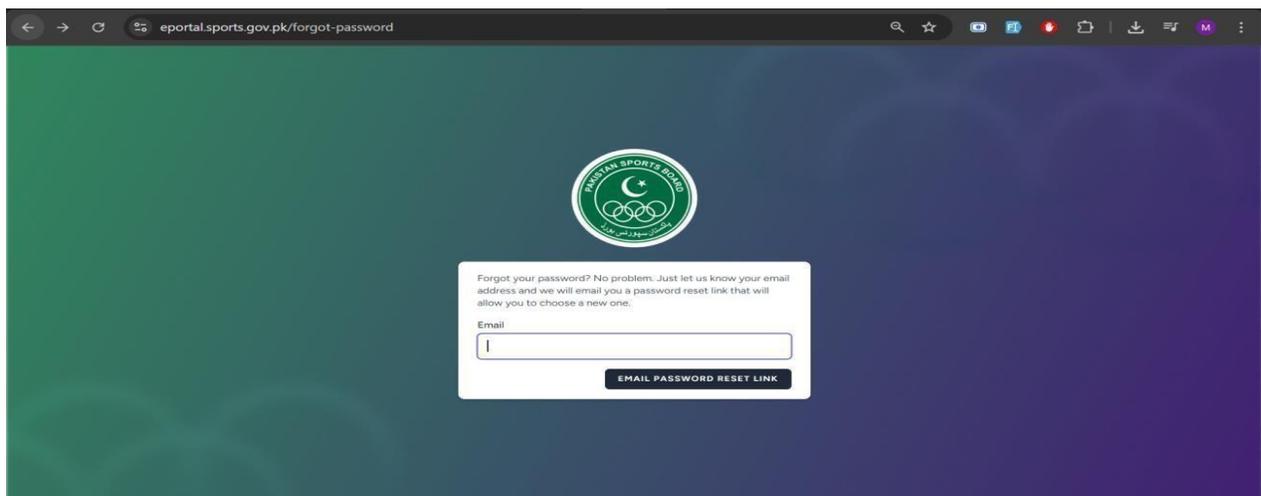
CHARGES	PRICE	SUB TOTAL
Other than Training Camp, Ac included	1200/ Per Day	1200 * 14
		Total: 16800 PKR

Forgot Password:

1. If you forget your password for the E-Portal, click on the "**Forgot Password**" option on the login page



2. You will be prompted to enter your email address. A password reset link will be sent to that email.



3. Open your email and click the "**Reset Password**" button to create a new password and recover your account.

