



THE INSTITUTE OF  
Company Secretaries of India

भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

(Under the jurisdiction of Ministry of Corporate Affairs)

10 CPE Credits for Members (under structured category) 20 PDP Hours for Students

# 48<sup>th</sup> National Convention of Company Secretaries

Theme : Governance: From Grassroots to Global

Dear Professional Colleague,

The 48<sup>th</sup> National Convention of Company Secretaries is scheduled to be held at Amber Convention Centre, Indore, Madhya Pradesh on December 17-18-19, 2020 (Thursday-Friday- Saturday) on the theme "Governance: From Grassroots to Global".

Delegate Registration Fee\* (for attending on virtual platform)

Delegate Category	Early Bird Fee upto November 12, 2020	Early Bird Fee upto December 10, 2020	Fee December 11, 2020 onwards
Members of ICSI/ICAI/ICAI-Cost	INR 1250	INR 1750	INR 2000
Students of ICSI	INR 1000	INR 1500	INR 1750
Non-Members	INR 1500	INR 2000	INR 2250
Foreign Delegates	USD25	USD30	USD35
Members above 70 years of age	INR 101	INR 151	INR 201

GST @ 18% applicable on above fee

Delegate fee is payable in advance and non-refundable once received.

Delegates attending virtually and desirous of obtaining the delegate kit need to pay INR 750 extra towards cost of kit, postage and GST @ 18% (for Indian addressees only)

Delegate Registration shall open today, i.e., 7th November, 2020 at 2:00 pm on the ICSI website at the weblink: <https://tinyurl.com/48NC-VirtualMode>

Prior to proceeding with the delegate registration, you are requested to keep the following things handy:

1. ICSI Membership number
2. GSTIN (Optional, for availing Input Tax Credit)
3. Credit Card / Debit Card / Net Banking details

Looking forward to your active participation on the virtual platform.

Chairman, 48th National Convention  
Organising Committee

CS Ashish Garg, President, ICSI

Chairman, 48th National Convention  
Organising Sub-Committee

CS B. Narasimhan, Council Member, ICSI

# Delegate Registration Procedure (in six easy steps)

## Step 1: Select Category Type – Student / Member or otherwise

Delegate Details

To join the convention through virtual mode, Please select Category Type and Proceed.

Select Category Type: **Member** (dropdown menu open with options: Member, Foreign Delegate, Student, Other)

Membership No.:

Name (This name will be displayed on GST payment receipt):

Designation:

Fill Mailing Address:

Address Line 2:

Address Line 3:

City:

State/Province: Select Any

Postal Code:

Country: INDIA

**Step 2: Enter student registration number in the format 123456789/01/2020  
OR membership number in the format A12345 or F12345  
Other details would be prefilled from ICSI database.  
Update the details if necessary by clicking the relevant field.**

REGISTRATION FOR : 48TH NATIONAL CONVENTION OF COMPANY SECRETARIES - TO ATTEND THE CONVENTION AT VENUE PHYSICALLY

Please Click here to generate GST based acknowledgement receipt for payments after 48 hours of confirmed transaction.

Delegate Details

To attend the convention at venue physically, Please select Category Type and Proceed.

Select Category Type: Member

Membership No.:

Name (This name will be displayed on GST payment receipt):

Designation:

Fill Mailing Address:

Address Line 2:

Address Line 3:

City:

State/Province: Select Any

## Step 3: Check the option for availing Delegate Kit (Optional)

payment receipt

Designation:

Fill Mailing Address:

Address Line 2:

Address Line 3:

City:

State/Province: Select Any

Postal Code:

Country: INDIA

Email:

Mobile Number:

**Add Delegate Kit** (checkbox)

Payment Mode: Credit/Debit Card/net/Banking

Payment Amount (inclusive GST): 1475

QR Code

## Step 4: Enter GSTIN (Optional, for availing Input Tax Credit)

State/Province: NCT-DELHI  
Postal Code: 110003  
Country: INDIA  
Email: SXXXXXXXXX@BREDIFFMAIL.COM  
Mobile Number: 9800000000  
Enter GSTIN (Optional, for availing Input Tax Credit):   
Payment Amount (inclusive GST): 7090  
Payment Mode:  Credit/Debit Card/NetBanking  
33761  
Get Audio Code:  Type the code from the image  
Cancel

## Step 5: Proceed for payment

✓ Your Transaction Id is: 4316933

Your Request has been received.  
Please note this for all future communication.  
> The Request Id and Transaction Id is generated only for control purpose and before actual payment transaction starts.  
This does not confirm that payment has been received.  
> In case you have paid online, please check from the payment status from your bank/ account statement immediately. You may get a print out of the acknowledgement from the ICSI portal after one working day.  
> ICSI has no responsibility for delay in payment due to any technical / non technical issues whatsoever.  
> Please ignore this communication, if you have not actually paid online.

Payment Type:- DelegateRegistrationRequest  
Name:- SAURABH JAIN  
Address:- ICSI HOUSE22, INSTITUTIONAL AREALODI ROAD  
City:- NEW DELHI  
State:- DE  
Country:- 10  
Mobile Number:- 9868117321  
Email Address:- SAGA123@BREDIFFMAIL.COM

Proceed For Payment

## Step 6: Make payment through your preferred mode, i.e., Credit Card / Debit Card / Net Banking

Credit Card >  
Pay by Credit Card Pay by AmEx ezeClick  
VISA MasterCard American Express Debit Card  
Card Number: Enter card number  
Expiration Date: Month Year CVV/ CVC  
Card Holder Name: Enter card holder name  
Make Payment  
Merchant Name: National Institute of Construction Management & Research  
Payment Amount: ₹ 1900.00  
Billdest