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User Manual

For

Registration: Registered Indian Business
Visit [www.goaipb.goa.gov.in](http://www.goaipb.goa.gov.in) where you can get the information about the Goa Investment Promotion and Facilitation Board as shown in **Fig 1**

**Fig 1**

- User will click on **Single Window** option in menu bar or **Goa Single Window System** as shown in **Fig 2**

**Fig 2**
In order to register with the Single window system the click On the **Register** button as shown in **Fig 3**.

**Fig 3**
• Select to register under single window system as Registered Indian Business as shown in Fig 4.

![Fig 4](image)

• Once you select to register under as registered Indian Business, enter the official mobile number and official email ID (This email id and mobile number will be used by Government of Goa for all future communication).

Once the the mobile number and Email ID is entered, the OTP will be sent for the verification. Enter the mobile OTP and email OTP and click on **Submit** button as shown in Fig 5.

![Fig 5](image)
Once the OTP is verified, enter Business entity name, business PAN number and address in respective textboxes. Enter then desired username and set the password. Reenter the password and captcha code and click on Register/Signup button as shown in Fig 6.

Fields marked as * are mandatory