GOVERNMENT OF NEPAL

Department of National Parks and Wildlife Conservation

ONLINE TICKETING SYSTEM

User Manual

A step-by-step guide to booking park entry tickets, vehicle permits, and managing bookings on onlineticketing.dnpwc.gov.np

Portal: https://onlineticketing.dnpwc.gov.np

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1. Introduction

The DNPWC Online Ticketing System lets visitors buy park tickets online.

You can book entry tickets, vehicle permits, and event tickets. No need to visit the park office first.

This manual shows you each step. It covers booking a ticket, paying, and checking your bookings.

> **BEFORE YOU BEGIN**
> You need an account before booking. Sign in first.

2. Accessing the Portal

Open your browser and go to this address:

https://onlineticketing.dnpwc.gov.np

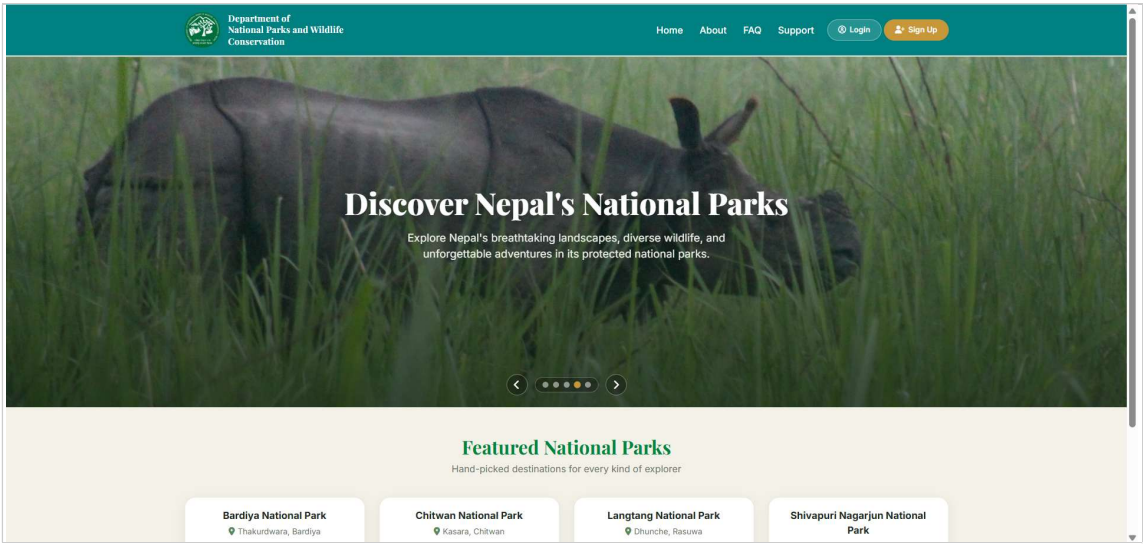

Figure 1: Homepage of the DNPWC Online Ticketing System.

3. Creating an Account and Signing In

You need an account before you can book a ticket. Look for the "Login" and "Sign Up" buttons at the top-right of the homepage.

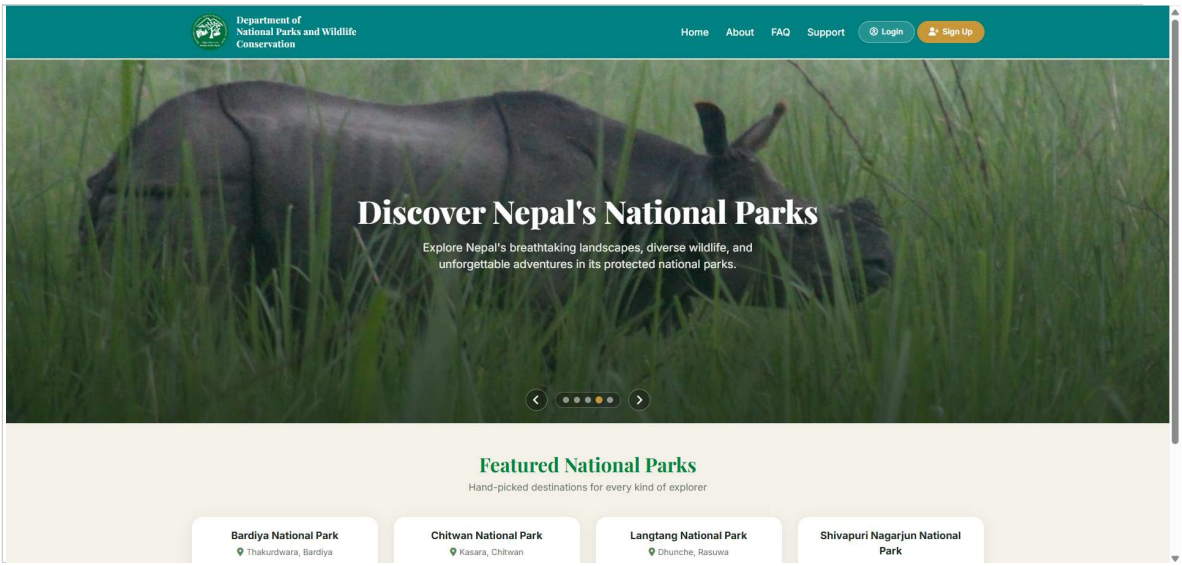

Figure 3: Homepage with Login and Sign Up buttons, shown before you sign in.

3.1 Signing Up

Click "Sign Up" to open the "Create Your Account" form. Fill in your details:

- Full Name — your name.
- Gender — pick Male, Female, or Other.
- Date of Birth — your birth date.
- Country — your country.
- Passport / ID No. — your ID number (optional).
- Contact No. — your phone number (optional).
- Email Address — your email.
- Password and Confirm Password — choose a password.

Tick the box to agree to the Terms of Service and Privacy Policy. Then click "Create Account".

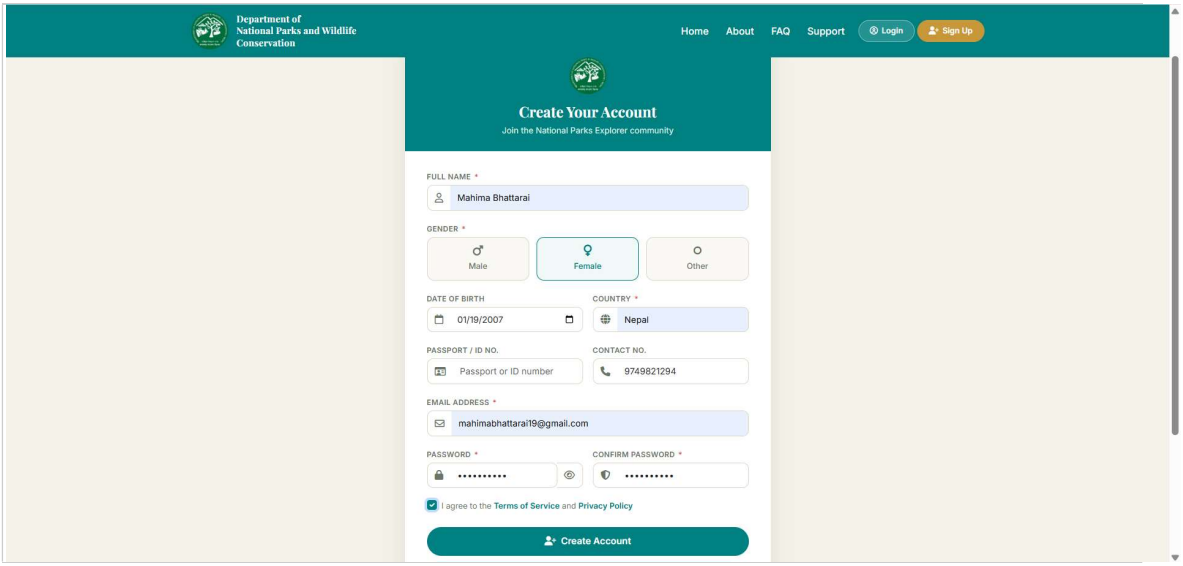

Figure 4: Create Your Account (Sign Up) form.

3.2 Logging In

Already have an account? Click "Login" instead. Enter your email address and password, then click "Sign In".

Forgot your password? Click "Forgot Password?" and follow the instructions. New here? Click "Create one now" to go to the Sign Up form.

> **TIP**
> Tick "Remember me" to stay signed in on your device.

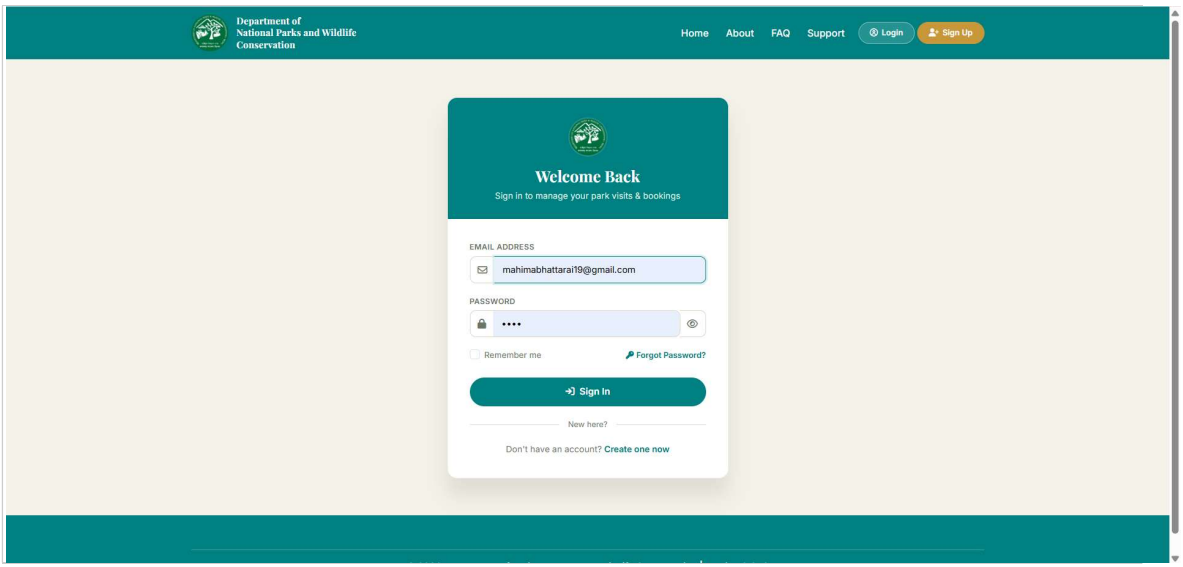

Figure 5: Login page — Welcome Back screen.

The homepage shows Nepal's national parks. Each park has a "Book Tickets" button.

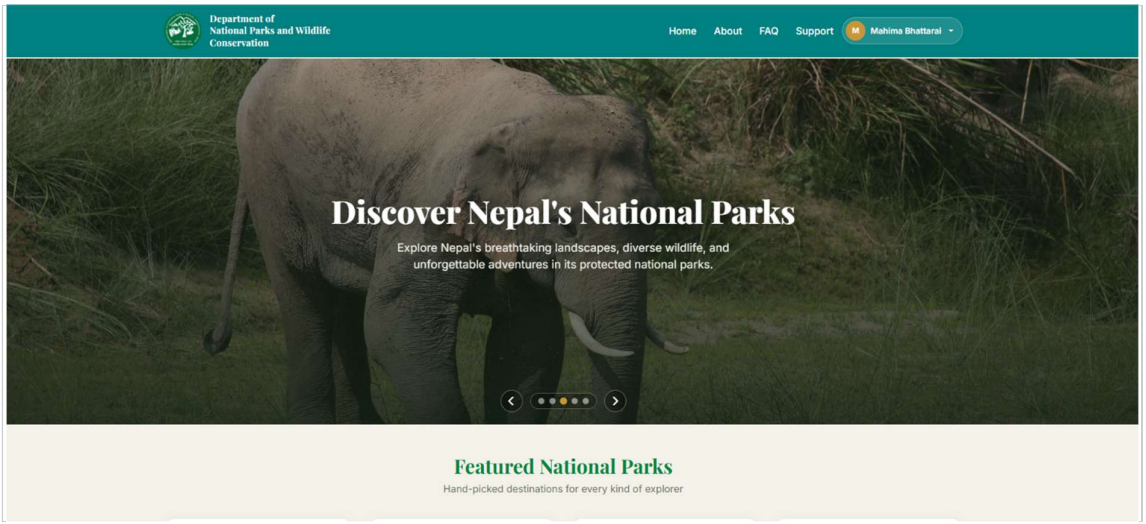

Figure 1: Homepage of the DNPWC Online Ticketing System.

Scroll down to see more parks and the page footer.

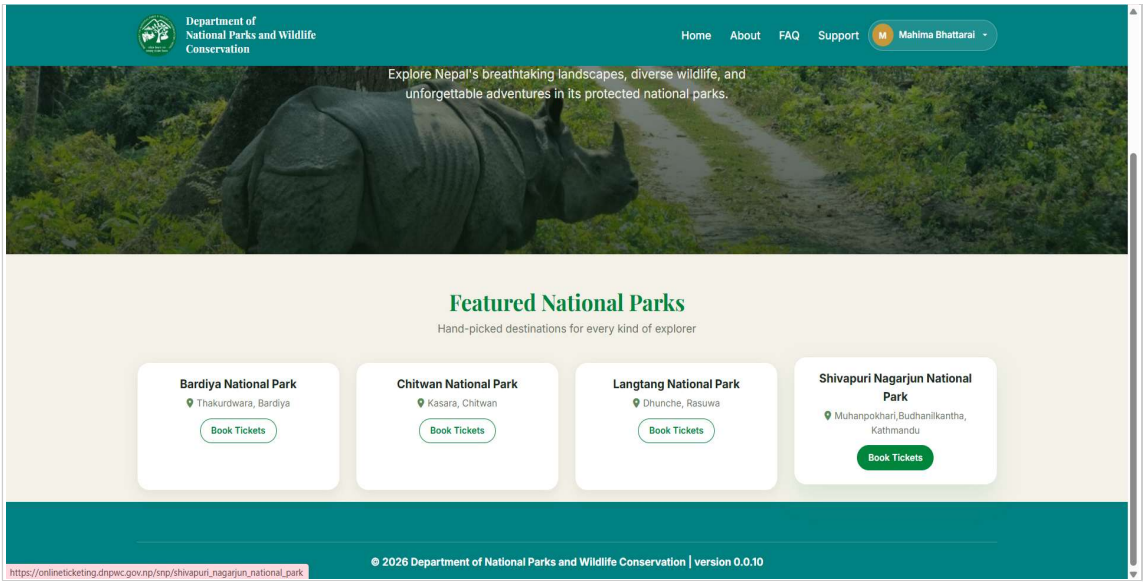

Figure 2: Featured national parks list and page footer.

Click "Book Tickets" under the park you want to visit. This manual uses Shivapuri Nagarjun National Park as the example.

4. Booking an Entry Ticket

The Book Tickets page opens on the Entry Ticket tab. Each card is a ticket type — for example, Nepali, SAARC, or Foreigner. Prices are shown per day, per person, per entry.

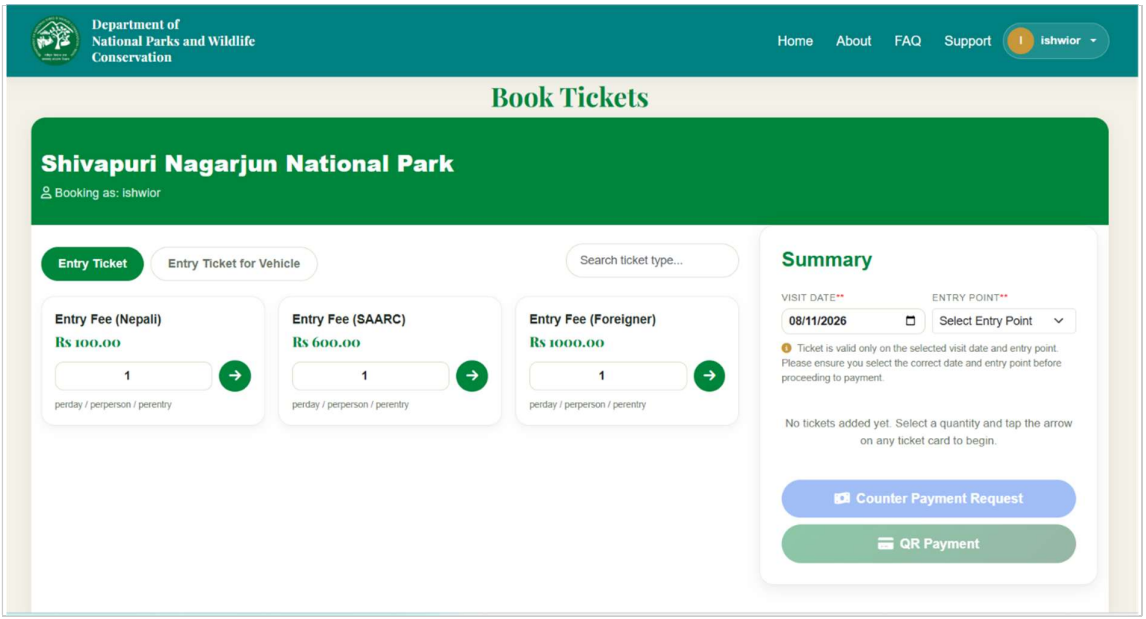

Figure 3: Book Tickets page — Entry Ticket tab, with available ticket categories and the Summary panel.

4.1 Selecting Ticket Quantity

1. Locate the ticket category card that matches the visitor (for example, "Entry Fee").
2. Enter the number of visitors in the quantity field.
3. Click the green arrow button on the card to proceed to visitor details.

4.2 Entering Visitor Details

A pop-up window opens. Fill in each visitor's details:

- Visitor Name — full name.
- Gender — pick from the list.
- Country — visitor's country.
- Citizenship No. — ID number (for Nepali citizens).

Click "Add to Summary" to save it. Click "Cancel" to close without saving.

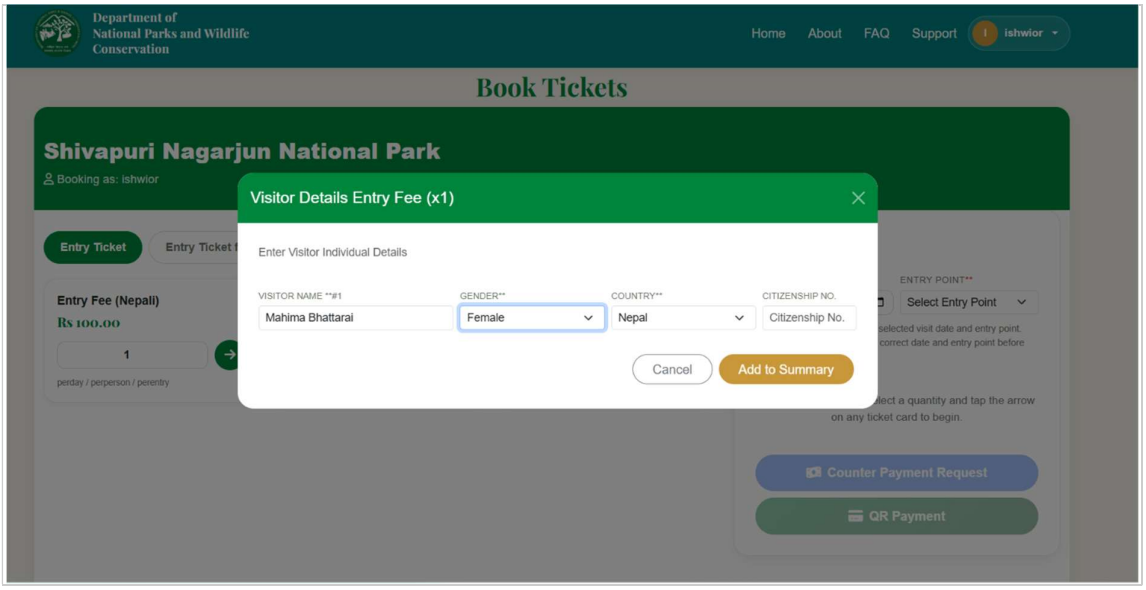

Figure 4: Visitor Details pop-up window for an Entry Fee ticket.

Taking a vehicle into the park? Switch to the "Entry Ticket for Vehicle" tab.

Vehicles are grouped by type — cycle, motorcycle, car, public vehicle, truck, and government/NGO vehicle. Each has its own fee.

Tap the arrow on the vehicle card. Then enter:

- Vehicle Number — the license plate number.
- Vehicle Name — a short description of the vehicle.

Click "Add to Summary" to add the fee.

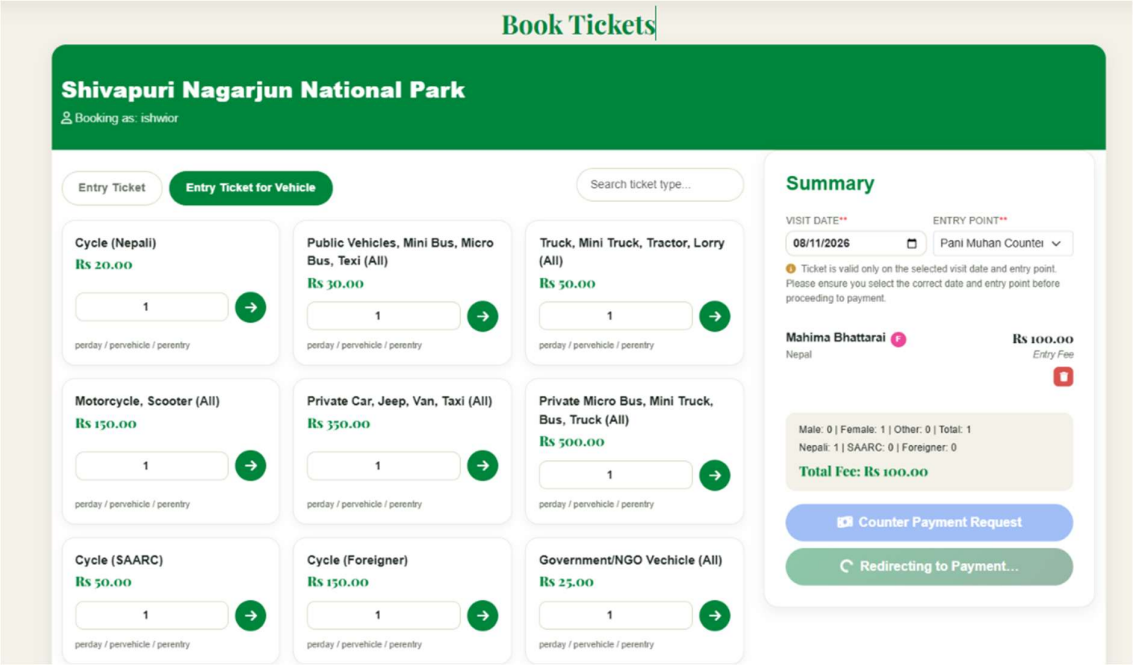

Figure 4: Book Tickets page — Entry Ticket for Vehicle tab, with available ticket categories and the Summary panel.

5.3 Selecting the Visit Date

In the Summary panel, click the Visit Date field. Pick the date you plan to visit. The ticket only works for that date.

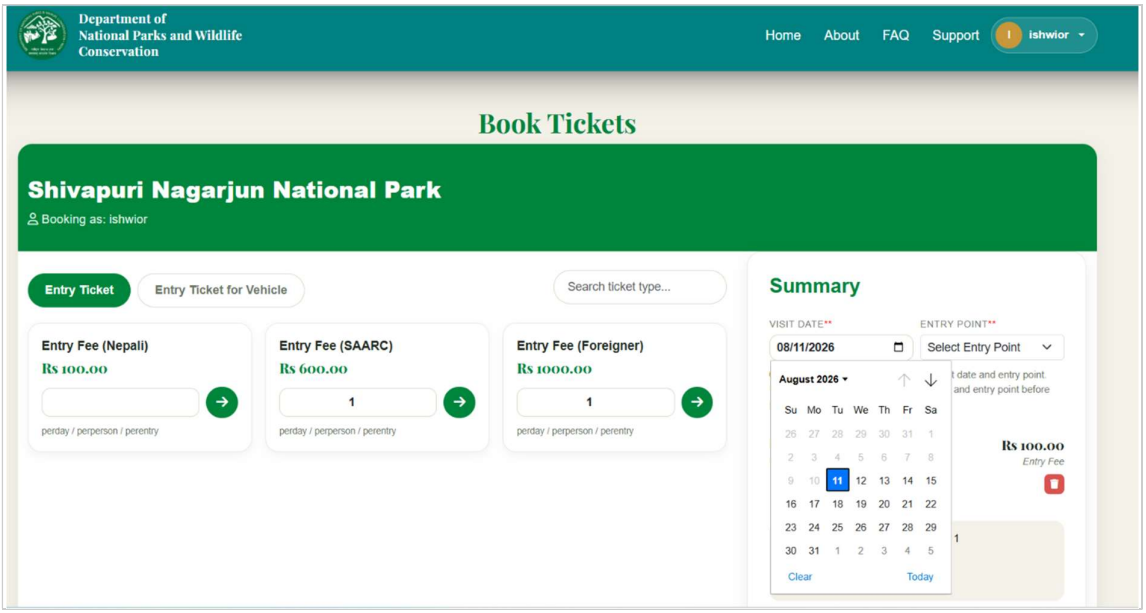

Figure 5: Calendar date picker for selecting the Visit Date.

4.4 Selecting the Entry Point

Click the Entry Point drop-down. Choose the gate you will enter from (for example, "Pani Muhan Counter").

IMPORTANT
Your ticket only works for the date and gate you pick. Check both before you pay.

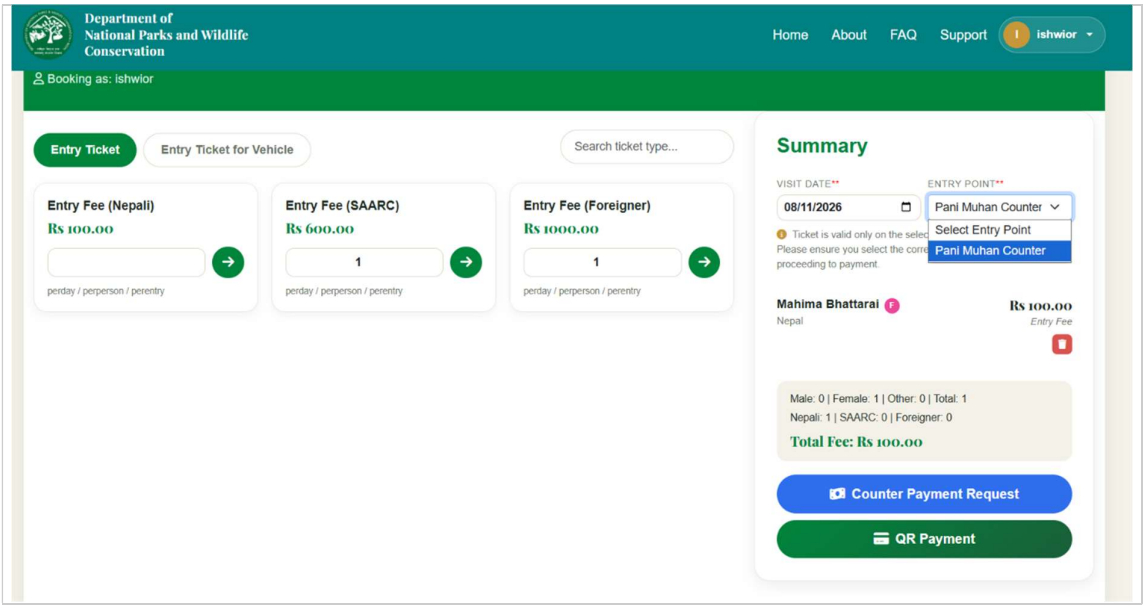

Figure 6: Entry Point selection drop-down.

4.5 Reviewing the Booking Summary

The Summary panel now shows each visitor's name, country, and fee. It also shows the total by gender and nationality, plus the Total Fee.

To remove a visitor, click the red trash-can icon next to their name.

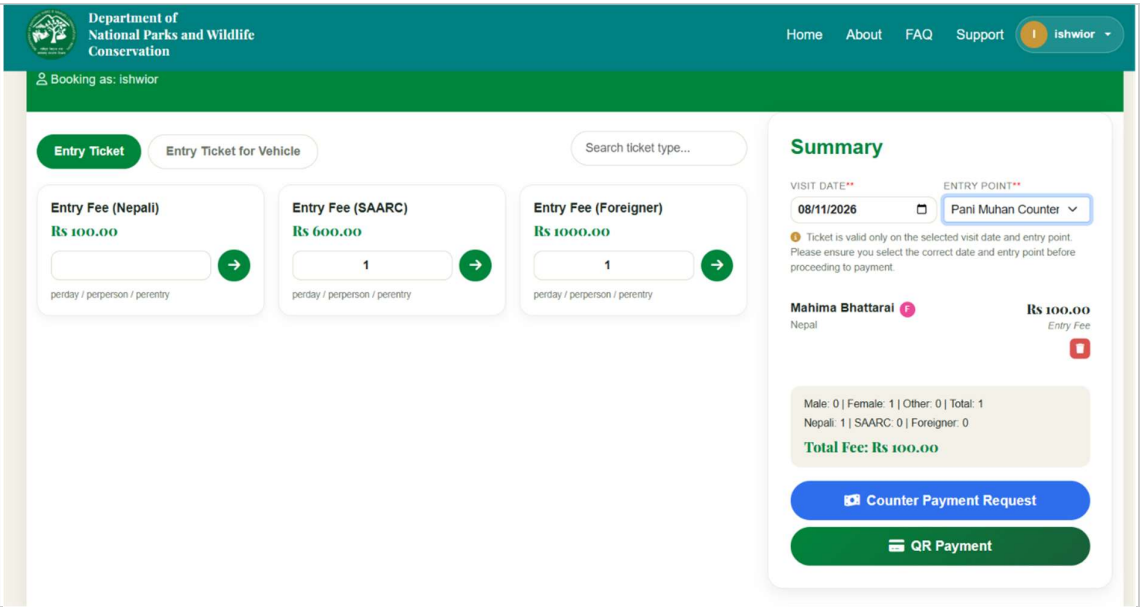

Figure 7: Booking summary showing visitor details and total fee.

4.6 Choosing a Payment Method

Pick one of two options:

- Counter Payment Request — reserve now, pay in person at the gate.
- QR Payment — pay online right now with a QR code.

Tap the button for the option you want.

4.7 Paying with QR Payment

If you tap "QR Payment," you are taken to the government payment page. It shows your voucher and QR code.

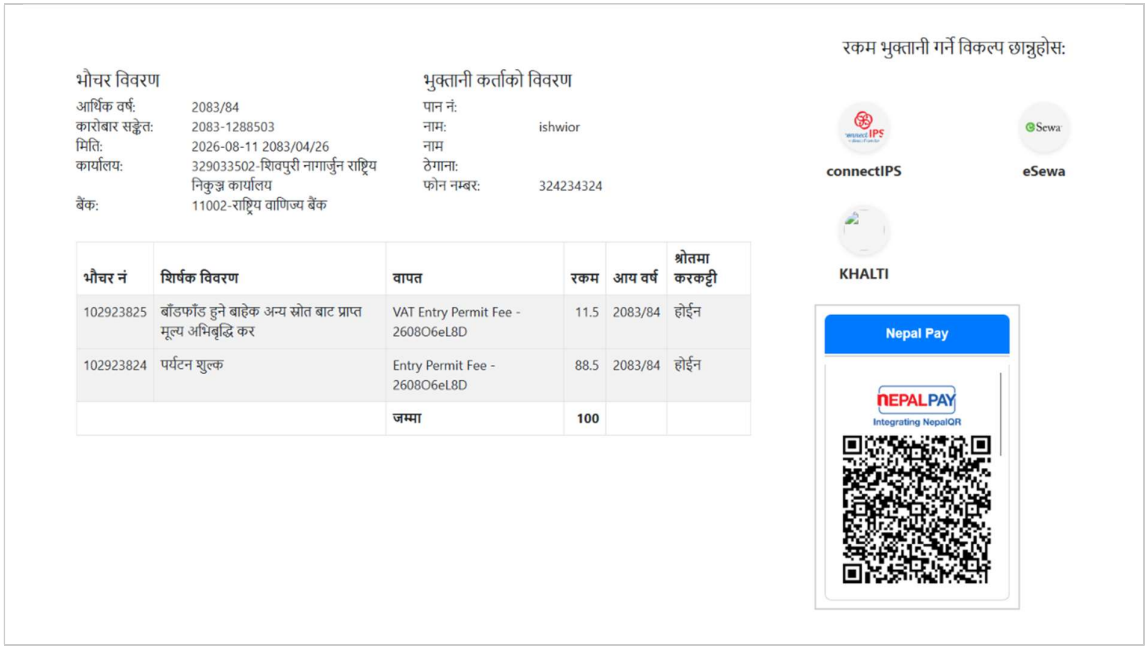

Figure 11: Payment voucher details and available payment options.

Once payment succeeds, your ticket status changes to "Paid & Confirmed." You'll see a QR code on your ticket — this is your real entry ticket.

IMPORTANT
Show this QR code at the entry counter. It is scanned to confirm your ticket — keep it visible on your phone or print it.

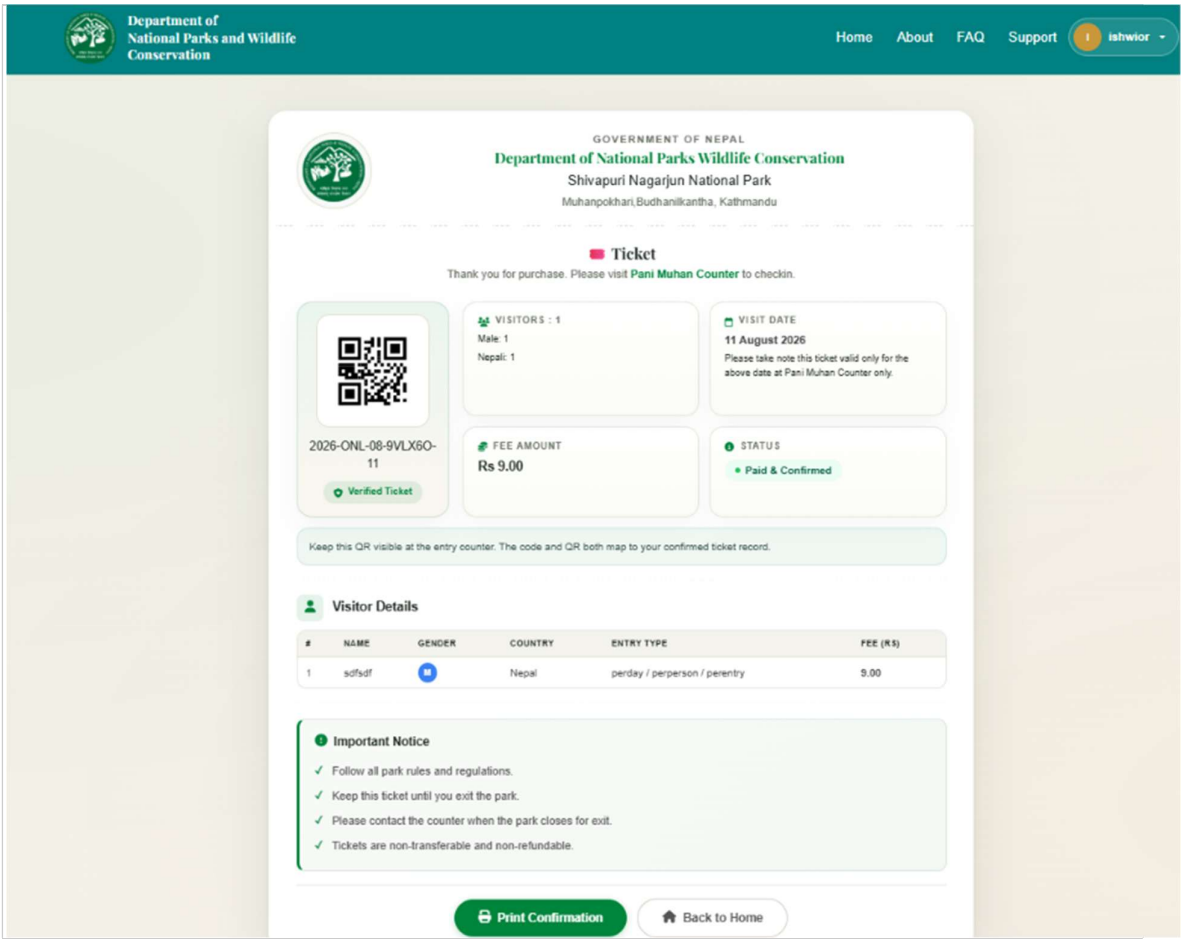

Figure 15: Confirmed ticket with QR code after successful QR Payment.

4.8 Ticket Request For Counter Payment

If you choose Counter Payment Request, a confirmation page opens instead. It shows your Application Code, visit date, payment method, status, and fee. It also lists all visitor details.

The status says "Unpaid / Pending" until you pay. You can also tap "Pay Online" here to pay right away.

> **IMPORTANT**
> This page is a receipt, not your entry ticket. Keep the Application Code. Pay at the gate to get your real ticket.

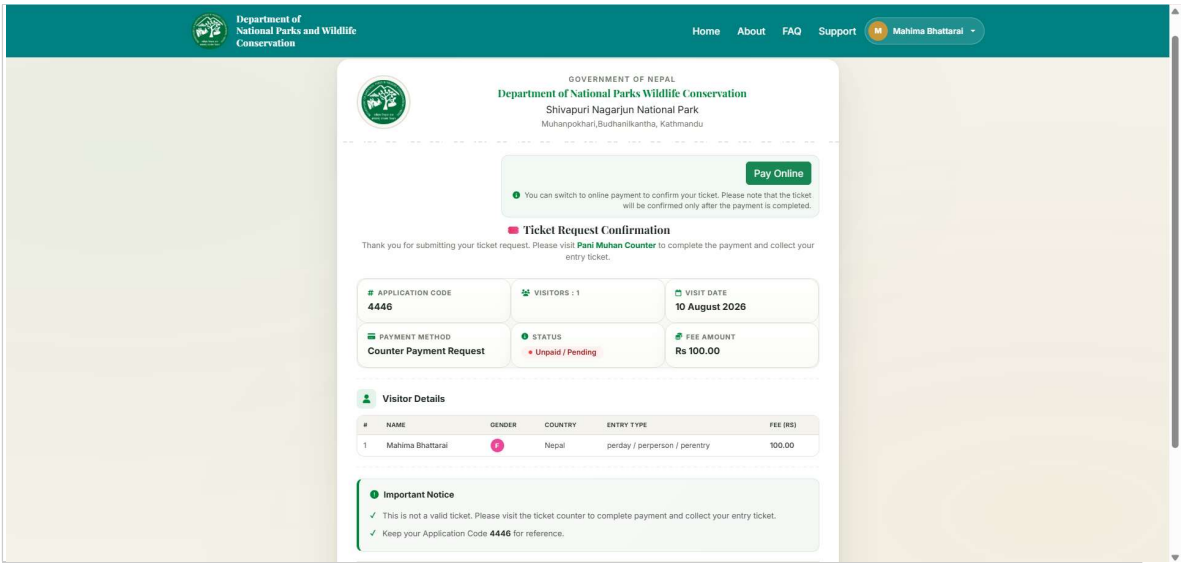

Figure 16: Ticket Request Confirmation page with application code and visitor details.

4.9 Printing / Saving the Confirmation

Press Ctrl+P (or Cmd+P on Mac) to print or save as PDF. Pick a printer, choose colour or black-and-white, then click Print.

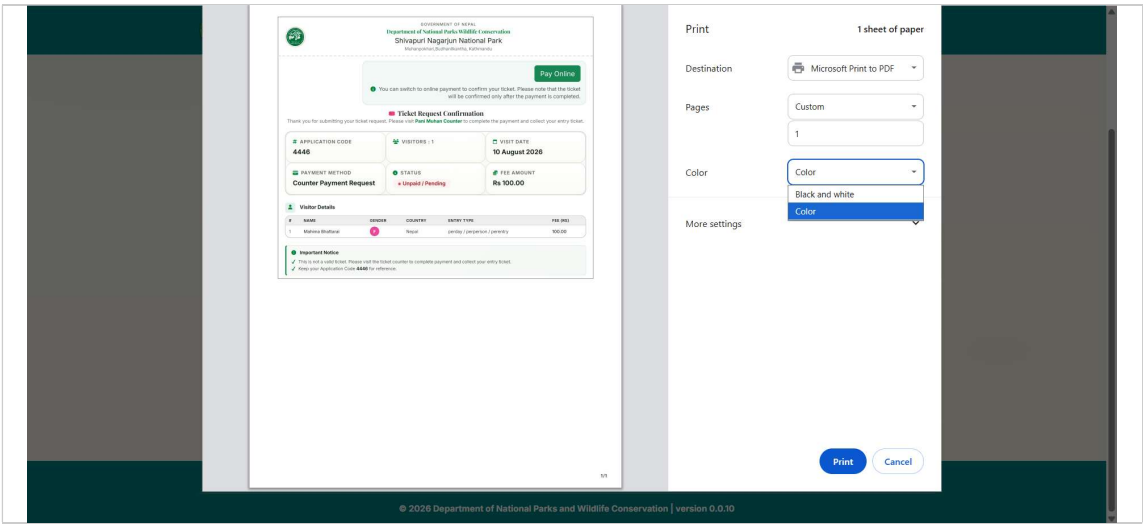

Figure 9: Print dialog with Colour output selected.

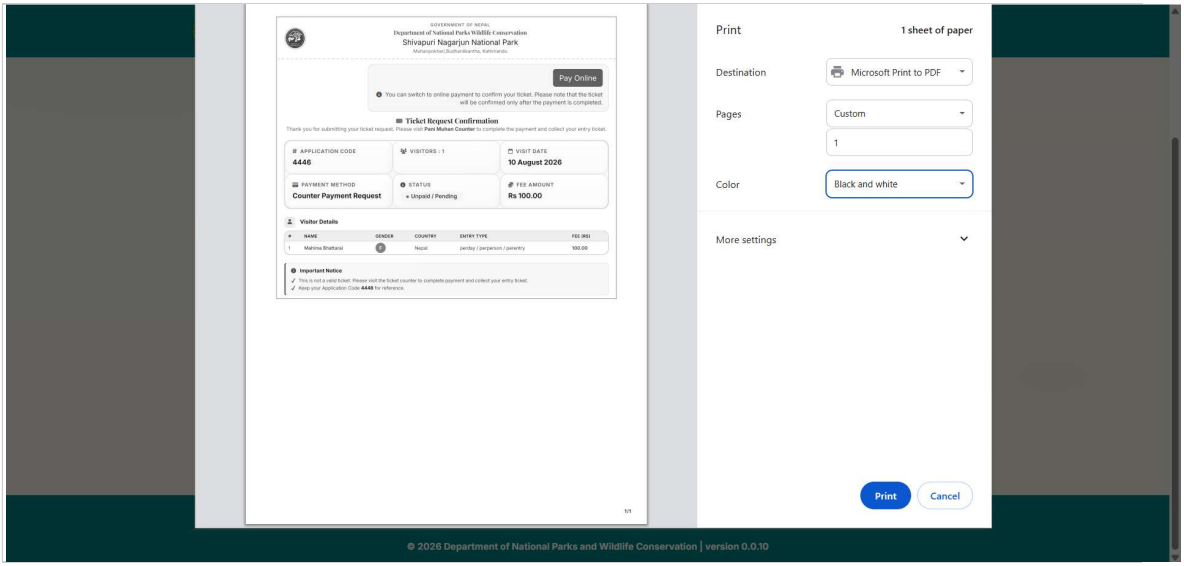

Figure 10: Print dialog with Black and White output selected.

6. Learning About the Parks

Click "About" in the top menu. You'll find background on the department and Nepal's parks.

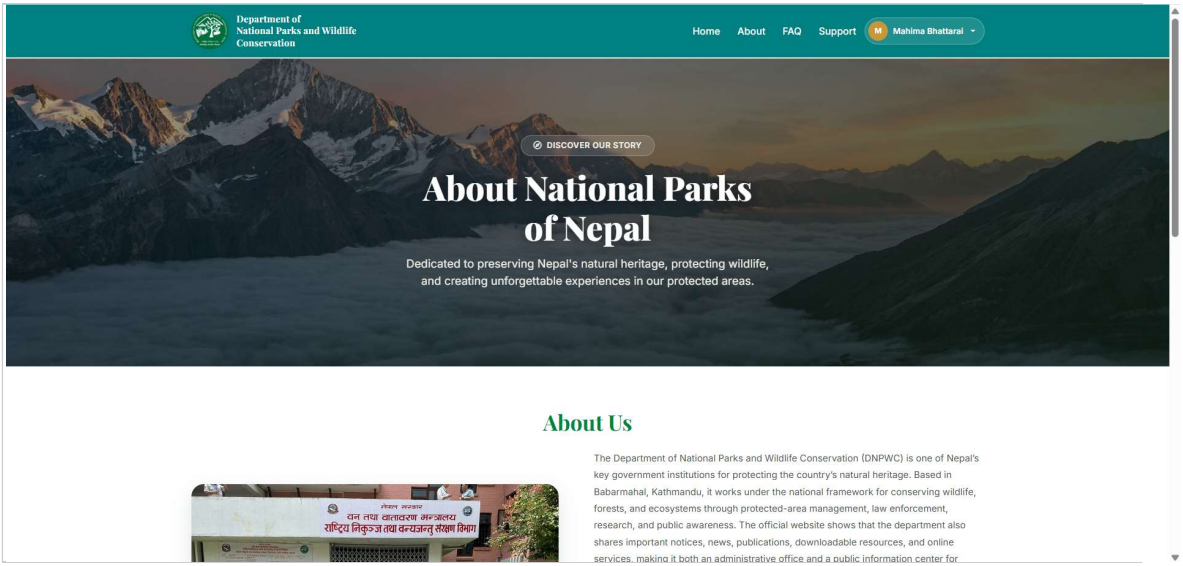

Figure 15: About page with department background information.

7. Contacting Park Support

Click "Support" in the top menu. You'll see each park's email, phone number, and location — so you can call the right office for help.

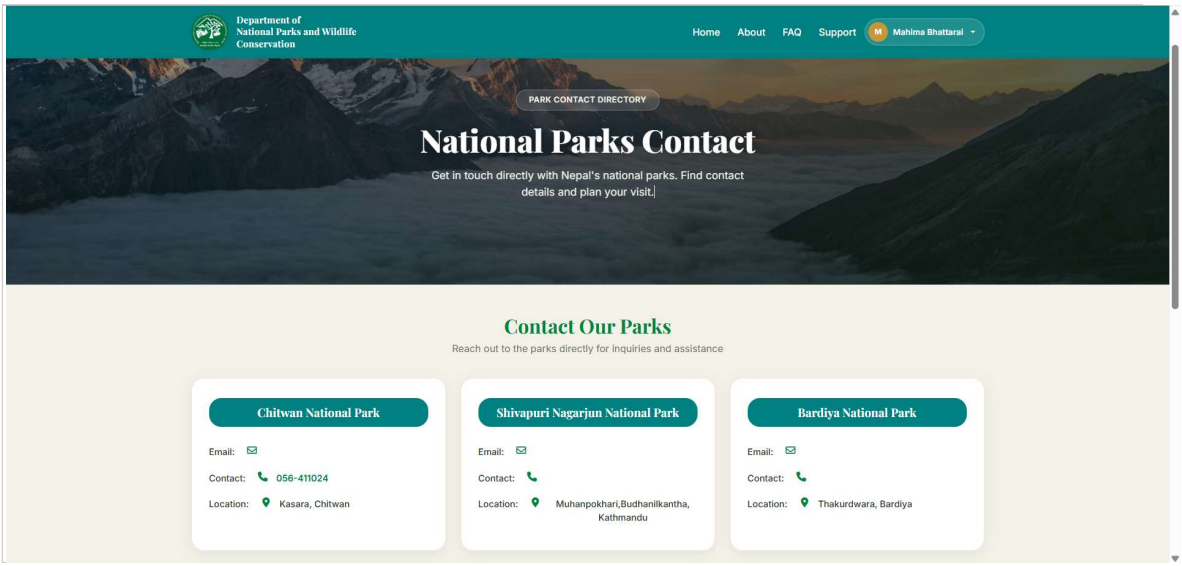

Figure 16: Support page listing contact details for each national park.

8. Managing Your Account and Bookings

8.1 Account Menu

Click your name at the top-right of any page. From here, open "My Profile", check "My Bookings", or "Logout".

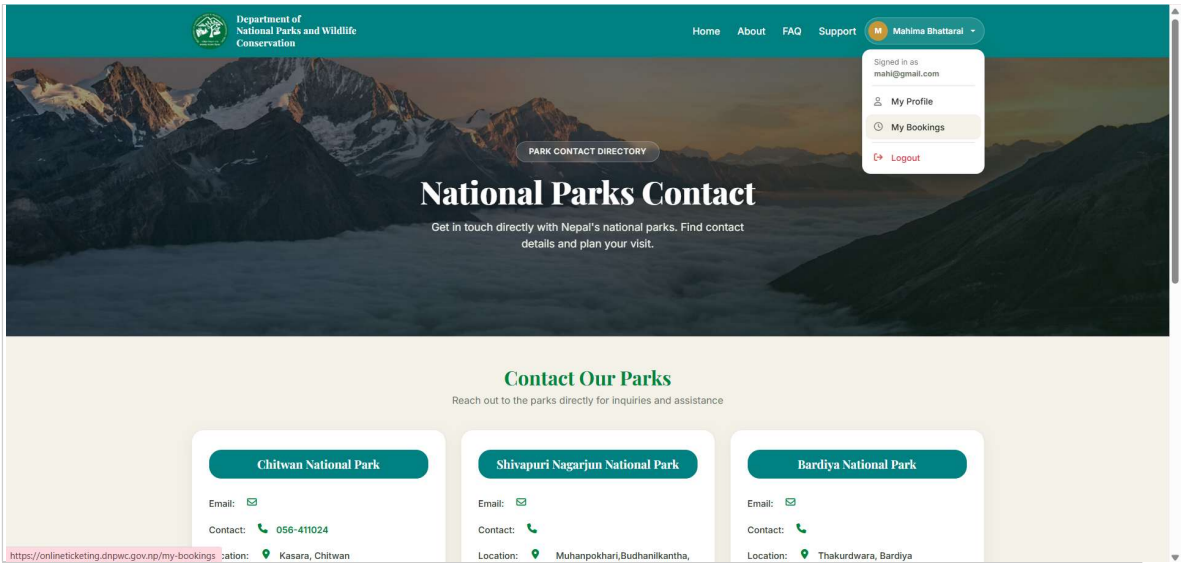

Figure 17: Account menu with My Profile, My Bookings, and Logout options.

8.2 My Bookings

This page lists every ticket you've booked — park name, visit date, number of visitors, payment method, and fee. It also shows your Total Bookings count.

For each booking you can:

- Tap "View Details" to see the full record.
- Tap "Remove" to delete a booking.

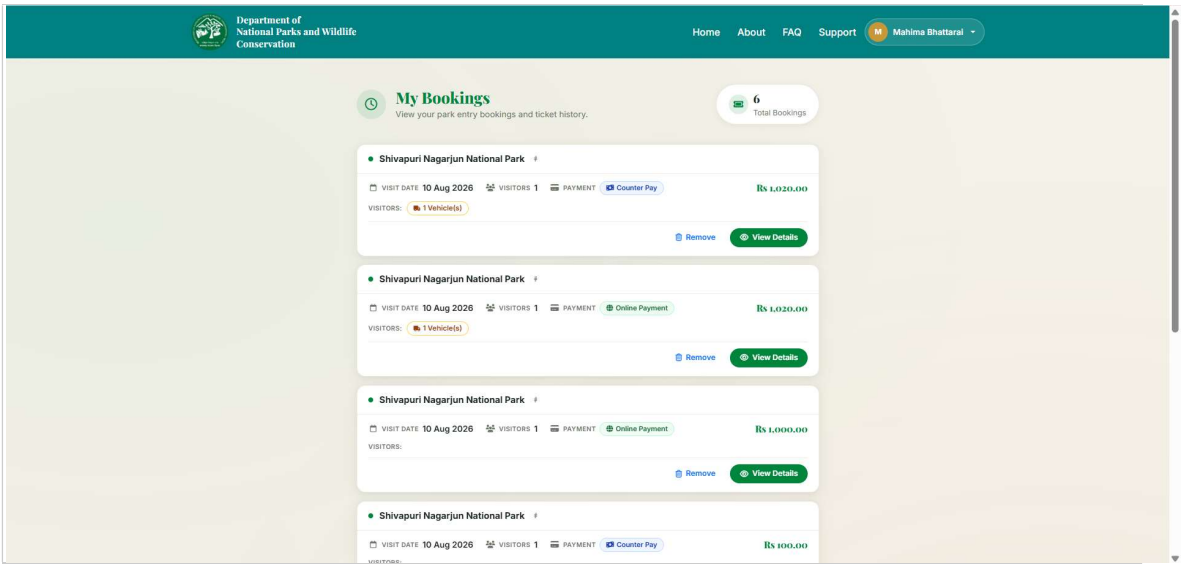

Figure 18: My Bookings page listing all ticket requests.

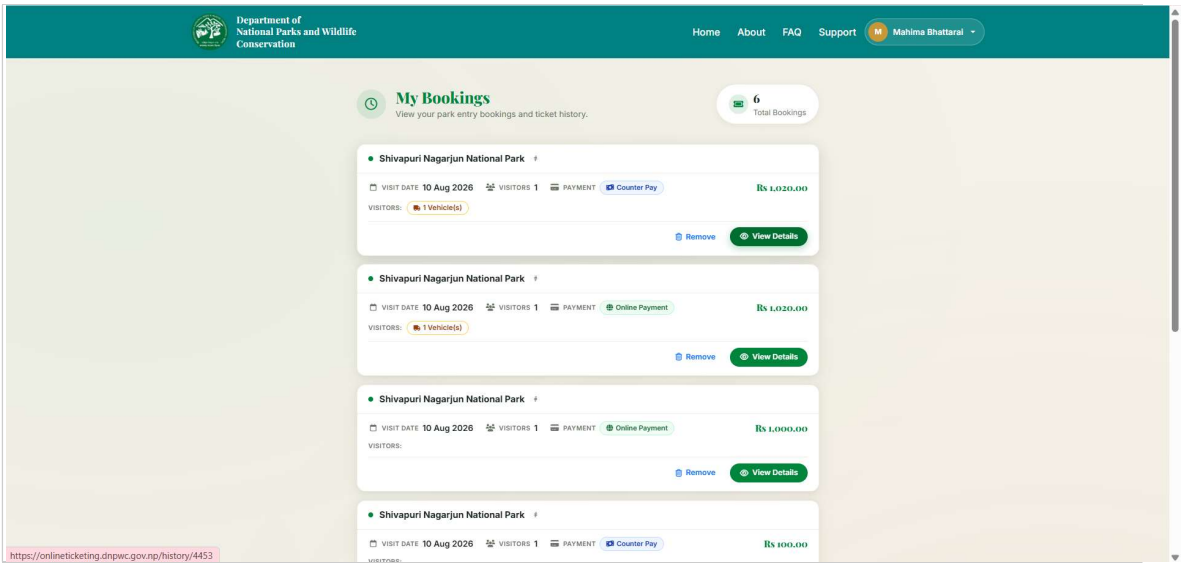

Figure 19: My Bookings page — selecting View Details on a booking.

8.3 Viewing a Ticket / Application Record

"View Details" opens the same confirmation page from Section 3.7. Use it to check a booking's status, or to print it again later.

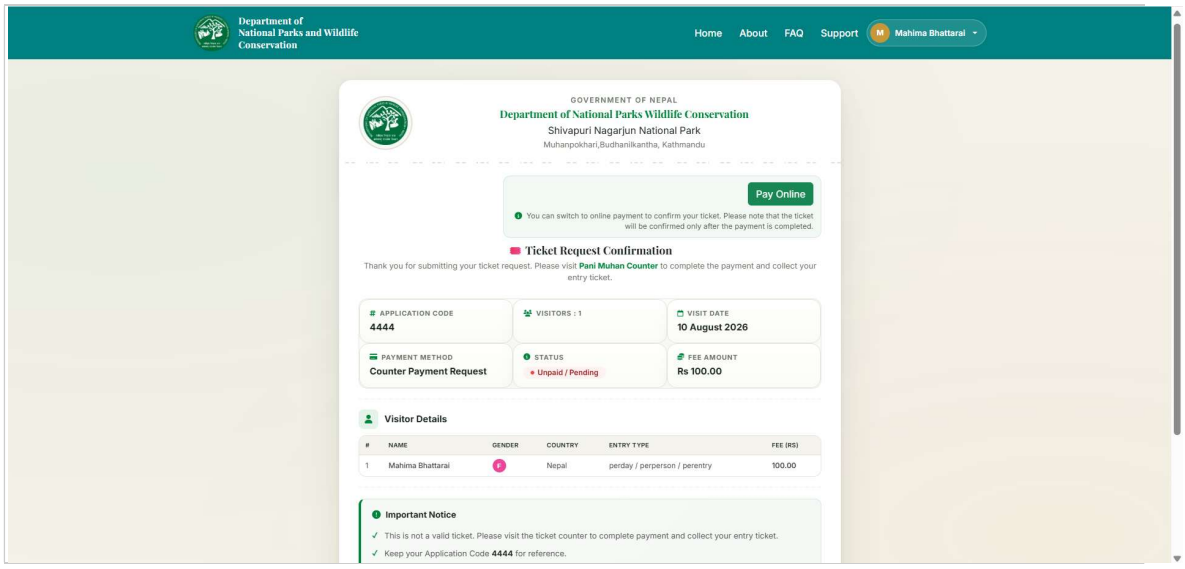

Figure 20: Ticket / application record opened from My Bookings.

9. Key Terms and Good Practices

- Application Code — your booking's reference number. Keep it safe.
- Unpaid / Pending — booking reserved, but not paid yet. Not valid for entry.
- Counter Payment Request — reserve now, pay later at the gate.
- QR Payment / Pay Online — pay now, ticket confirmed right away.
- Always double-check the Visit Date and Entry Point before you pay.
- Keep a copy of your confirmation — printed or on your phone — until you enter the park.