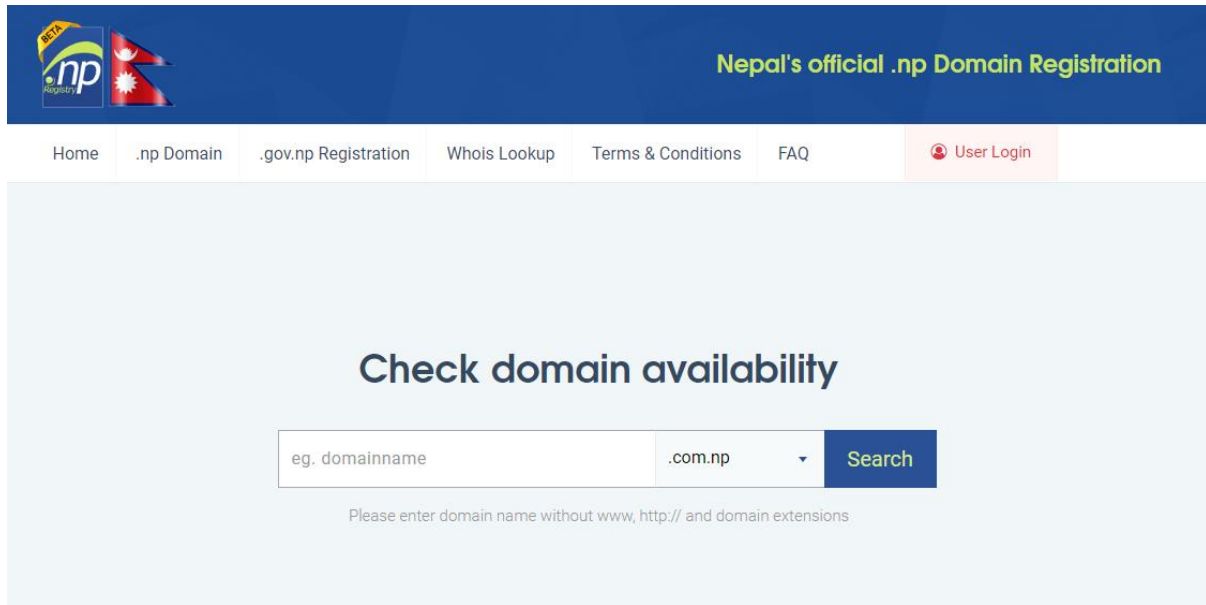


How to register .com.np domain in Nepal for free?

Here goes the 4 step:

Step 1

Login to www.register.com.np (Official site of mercantile Nepal who has only authority to provide .np domain for free)



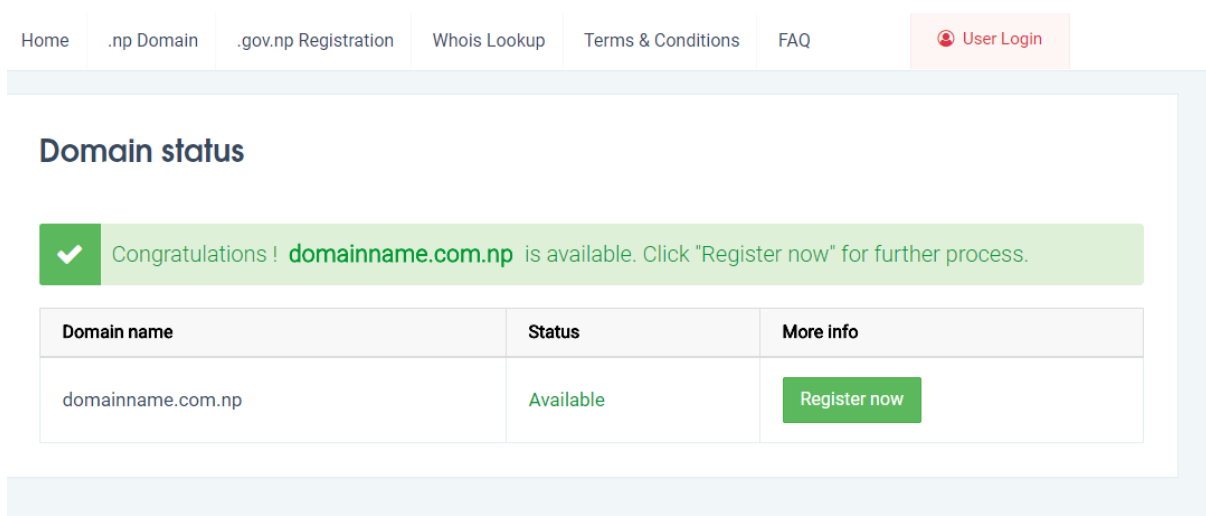
The screenshot shows the top navigation bar of the website with the following links: Home, .np Domain, .gov.np Registration, Whois Lookup, Terms & Conditions, and FAQ. A 'User Login' button is also visible. The main content area features a 'Check domain availability' section with a search form. The form has a text input field containing 'eg. domainname', a dropdown menu set to '.com.np', and a 'Search' button. Below the form, a note reads: 'Please enter domain name without www, http:// and domain extensions'.

Go to **user login** & create free account.

Step 2

You can check for available domain at below **check domain availability**.

For e.g.: let's try to check domainname for free. If it is available, it is shown like this



The screenshot shows the 'Domain status' section of the website. It features a green notification bar with a checkmark icon and the text: 'Congratulations ! domainname.com.np is available. Click "Register now" for further process.' Below this, there is a table with the following structure:

Domain name	Status	More info
domainname.com.np	Available	Register now

Step 3

Click **Register now** button.

Fill in the form

What is Name server?

Name servers are specialized server on the Internet that handles queries or questions from your local computer, about the location of a domain name's various services.

It is provided to you by your hosting company. It contains like ns1.xxxxx.net

It contains primary & secondary name server that can be copied over here.

What is Administrative contact & Technical contact?

Administrative is the primary contact address of domain owner that included Name, Company name, Address, Phone, Email address etc.

Technical Contact is the technical person who maintains the requested domain. If someone wants alternative contact address other than administrative contact then he/she may use this space.

You can just check box in between to copy Administrative contact to Technical contact.

Step 4

Save button leads you to page.

Attach required documents

Document Title

:: Select One ::

Attach your image copy

Choose File No file chosen

File size must be less than 800 kilobytes

Save Image

Here is the section for **Attach required Documents**

If domain name was personal you could attach your

1. **citizenship**
2. **cover letter**

If domain name was for official purpose you must attach

1. **Company registration letter**
2. **Cover letter**

The **cover letter** must be in company letter head & must address mercantile & clearly identify required domain name and the purpose for choosing it. (The sample letter is attached)

(Note: The both document must be in image file & size below 800Kb)

Finally **save image** & continue to go.

The domain request is submitted.

Approval May take from 1-3 days depending to pending request.

Contact Sheshaya for sample cover letter. We will assist you.