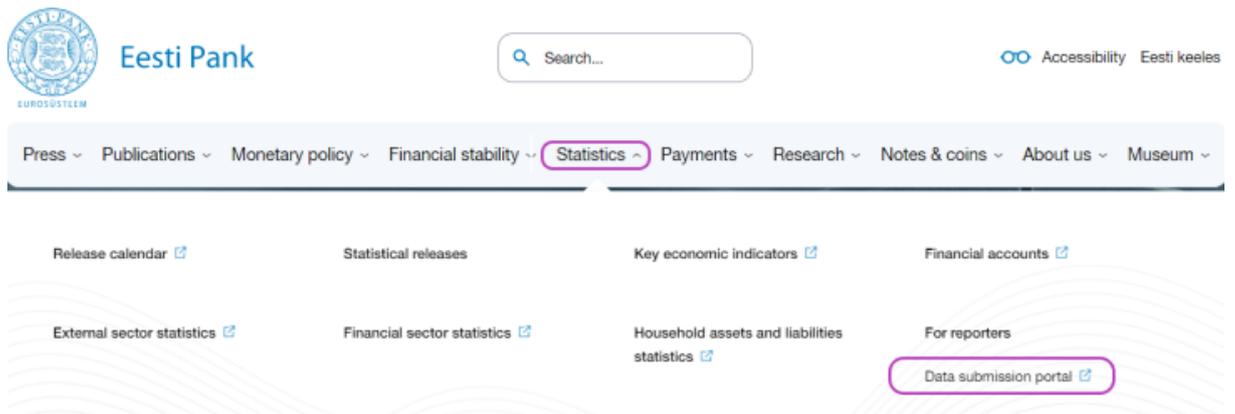
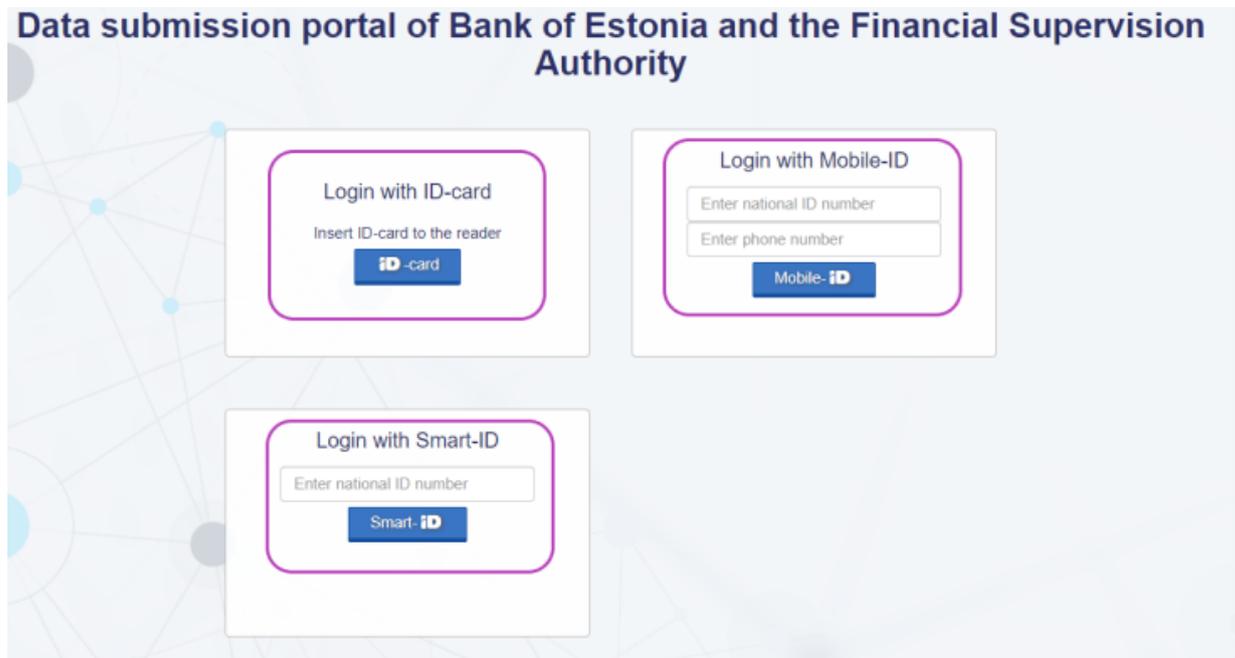


Granting access rights:

- Go to the Bank of Estonia webpage <https://www.eestipank.ee/en> and select „Data submission portal“



- Select the method of signing in



- Select by clicking your company on the list



Choose a company

Private limited company

Give up

- If the company is not visible on the portal, associate the company with a personal identification code. Please find the guide here: <https://abiinfo.rik.ee/en/applications-and-dashboard/e-residency>
- Press "Company settings"

Reporting obligations

Calendar

Company settings

My settings

My report obligations

- Select „Users“ and press „Add new“

Main data	Users	Keys
Add new		

- Fill in the field „ID code“ and press „Search“ and fill in the fields „Phone“, „E-mail“, „Validity“ and press „Confirm“

Adding users

ID code	<input type="text"/>	<input type="button" value="Search"/>
Name	<input type="text"/>	
Phone	<input type="text"/>	
E-mail	<input type="text"/>	
Role	<input type="text" value="Person reporting"/>	
Validity	<input type="text" value="28.04.2022"/>  - <input type="text"/>	
	<input type="button" value="Exit"/>	<input type="button" value="Confirm"/>

- Rights added.