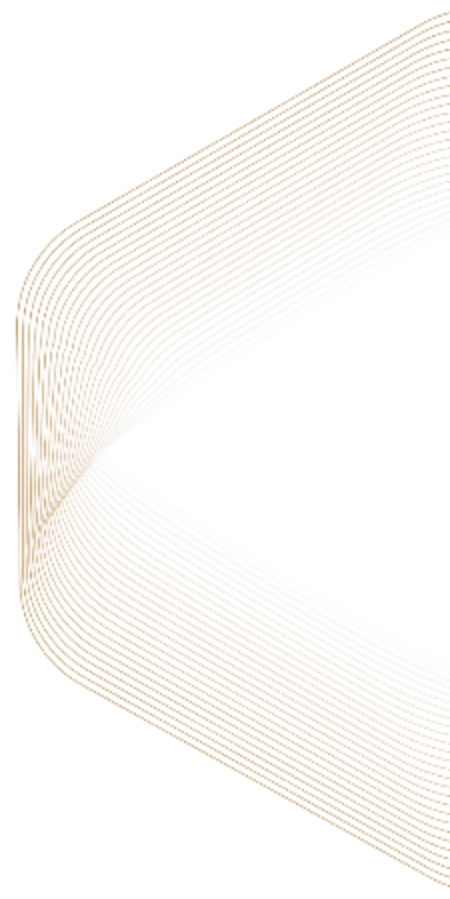


# User Manual for Companies Registration



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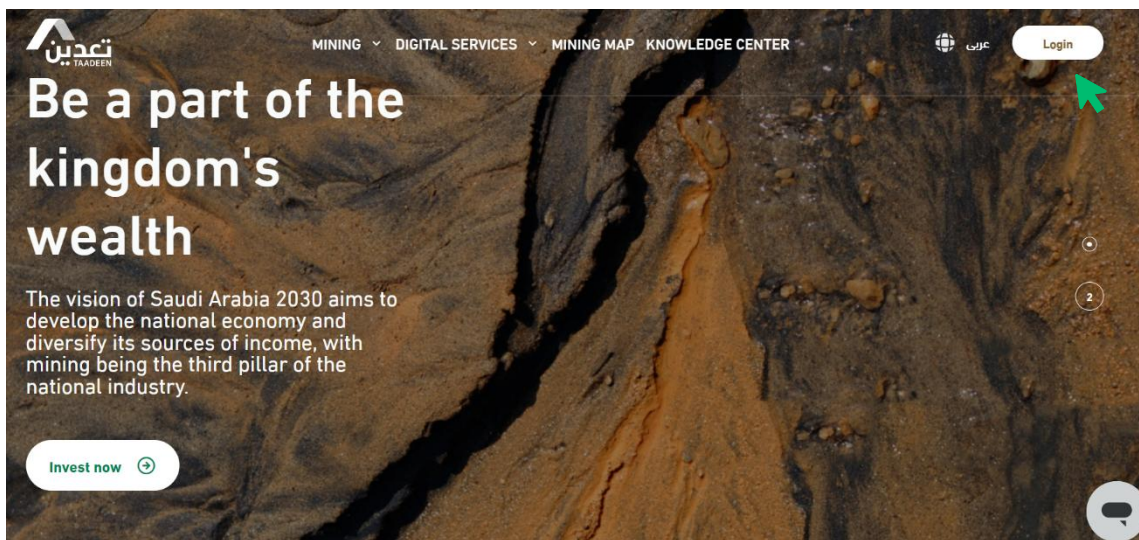


### Service Description:

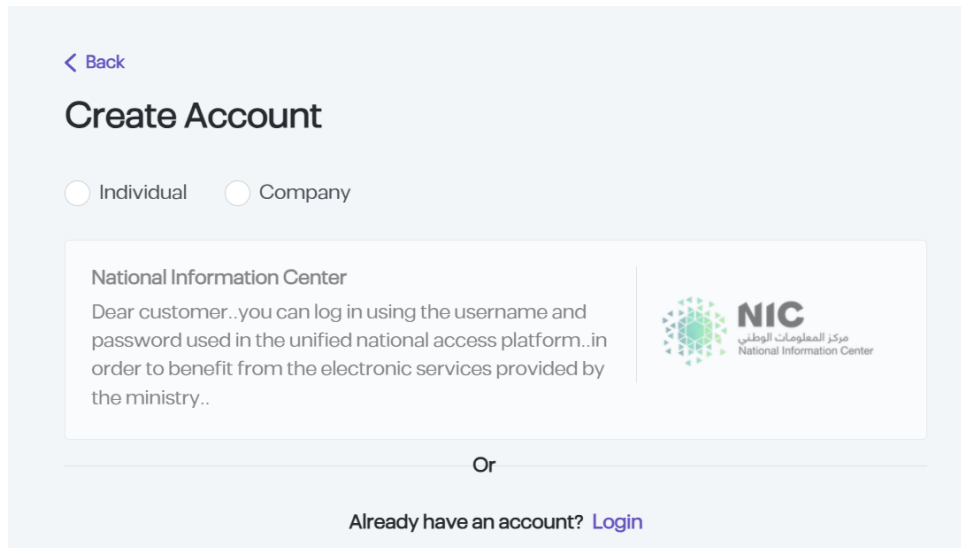
A service that enables investors (companies) to register a new account on Taadeen Platform. The individuals authorized to register the company profile and authorize on Taadeen Platform will be based on the following list in the commercial register (in order): Director, Business Owner, Executive Director, CEO, Chairman of the Board, Chairman of the Board of Directors.

### Steps to Access the Service:

1. The individuals authorized can visit Taadeen Platform [Taadeen](#) and click on "Login" option.



2. Choose "Company" then login to "National Information Center".




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## Create Account

Individual  Company

National Information Center

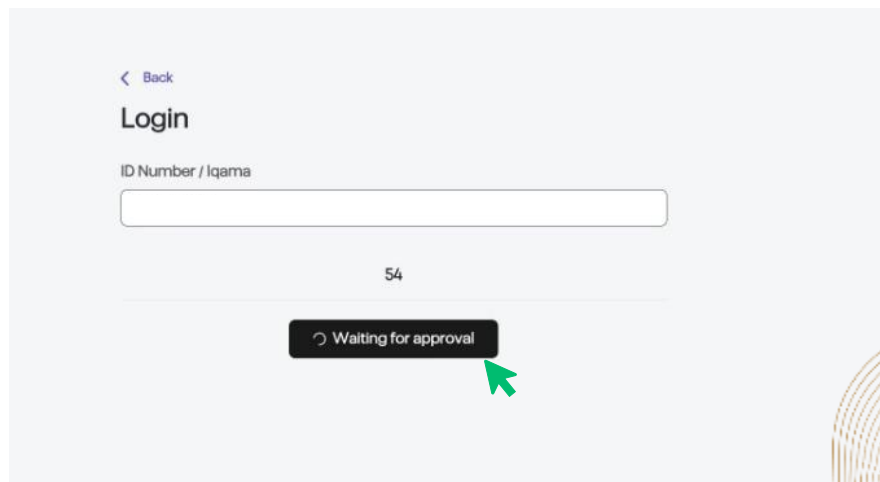
Dear customer..you can log in using the username and password used in the unified national access platform..in order to benefit from the electronic services provided by the ministry..



Or

Already have an account? [Login](#)

3. Enter your ID Number / Iqama.



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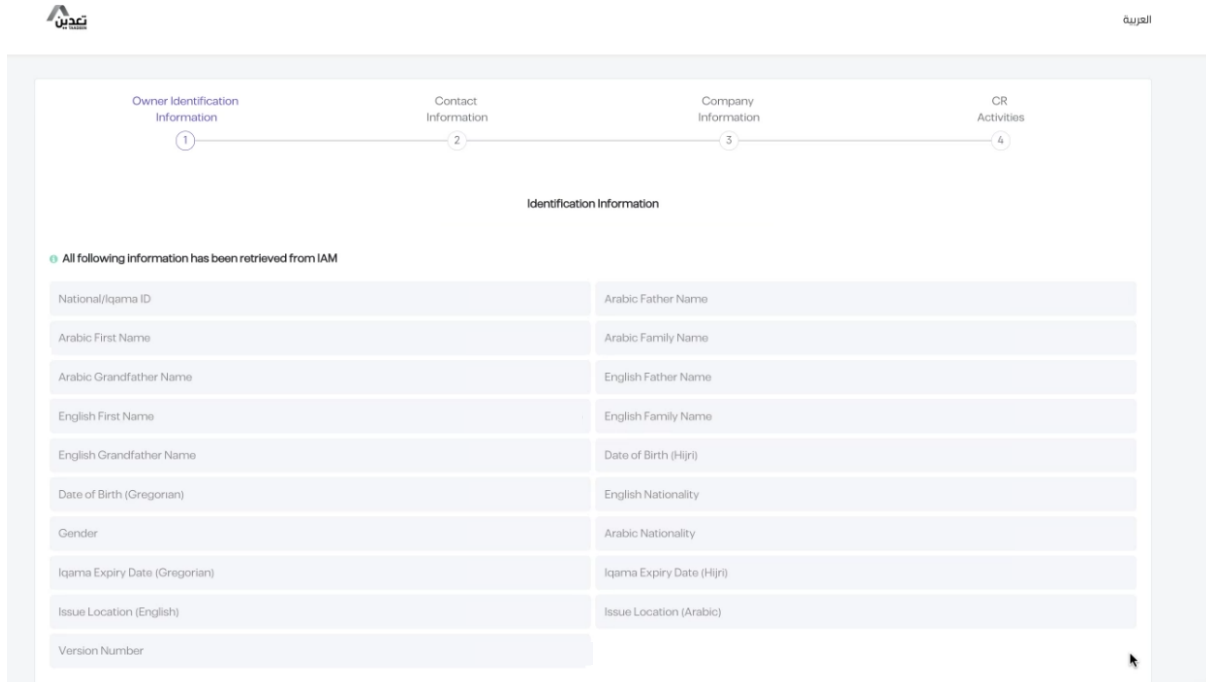
## Login

ID Number / Iqama

54

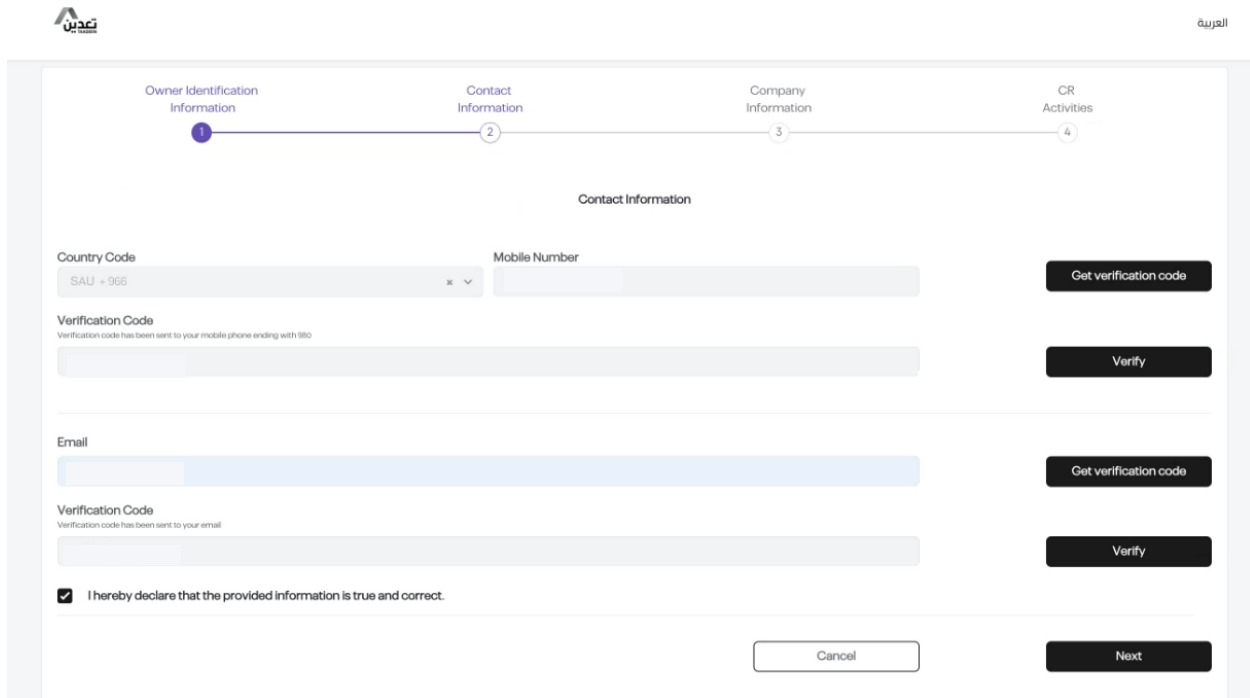
Waiting for approval

You will then proceed to screen "Identification Information" to read only, then click on "Next" button.

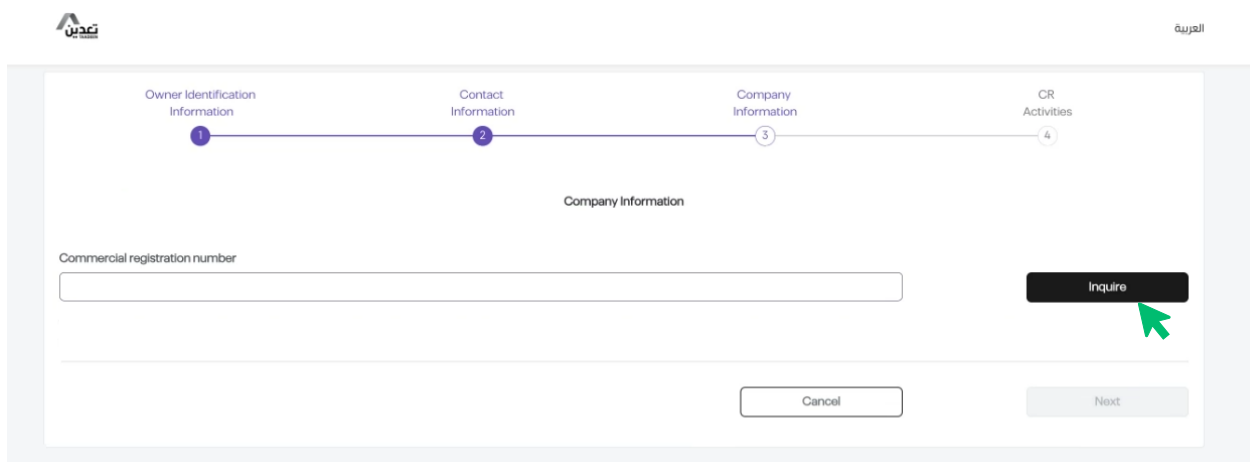


Identification Information	
All following information has been retrieved from IAM	
National/Iqama ID	Arabic Father Name
Arabic First Name	Arabic Family Name
Arabic Grandfather Name	English Father Name
English First Name	English Family Name
English Grandfather Name	Date of Birth (Hijri)
Date of Birth (Gregorian)	English Nationality
Gender	Arabic Nationality
Iqama Expiry Date (Gregorian)	Iqama Expiry Date (Hijri)
Issue Location (English)	Issue Location (Arabic)
Version Number	

4. Enter the "Mobile Number" and "Email" then "Approval of the declaration".



5. after that you will enter the "Commercial Registration Number" then click on "Inquire".



After inquiring, "CR Activities" will appear for read only then click on "Next" button.

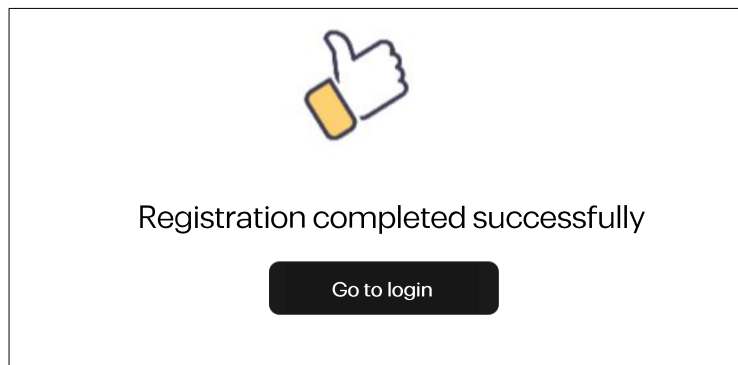
CR Activities

All following information has been retrieved from MC

ISIC name	ISIC Code
ISIC name	ISIC Code
ISIC name	ISIC Code
ISIC name	ISIC Code

Previous Next

Then a message will appear "Registration completed successfully".



**Thank you**

