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Merchant Registration



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Welcome to the online registration process for **Planet Tax Free**

Register in 3 easy steps



Fill the registration form online





Documents and information to provide after registration

- TRN certificate
- Trade License certificate
- · Power of attorney

- · Specimen of the signature of the signatory
- Signed credit check consent
- · Signed contract

As part of TDRA requirements: Language Select, Color Blind Mode, and Increased Font Size have been implemented as of today.

Start registration



Please check your inbox for the email we sent after you submitted your application. Click the link and it will take you to your









Introduction to merchant registration

You will be asked to submit collateral in the form of either a security cheque or bank guarantee in favor of Planet Tax Free LLC.

Complete the registration process in 3 easy steps!

Step 1

Complete the online registration form

Visit our website:

https://www.planetpayment.ae/ar-en/merchants/

Click on the 'Register here' button.

Complete the online registration form.

You will be asked to provide the following information in the registration form:

- Contact details
- Contract details
- Invoicing details
- Store details

Step 2

Review and sign the contract

Check your inbox for a confirmation email.

The email will include:

- Link to your individual account where you can check the data provided and check the progress of your application
- Pre-filled contract
- Credit check consent form
- Instructions on next steps

Step 3

Upload the required documents

To complete the registration you will need to digitally sign the contract and credit check consent form.

You will also need to upload:

- TRN certificate
- Trade License certificate
- Power of attorney (if applicable, when the signatory is not named on the Trade License)
- Specimen of the signature of the signatory



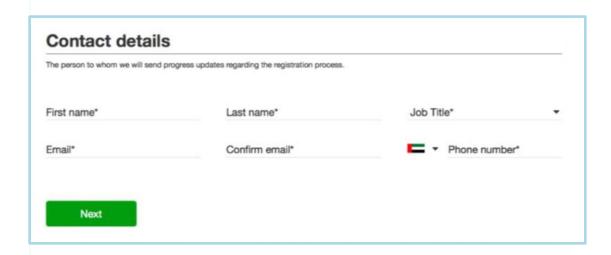




1 Complete Online Form

Contact details

Fill in the contact details of the person responsible for managing the overall registration process (the person registering can be different from the contract signatory).



Contract details

Details of the legal entity entering into the Tax Refund Scheme and signatory details. If you have more than one TRN to register for Tax Free, please complete a new registration for each TRN you wish to register.

The contract will be pre-populated with into this agreement.	the information entered on this page. The	e legal entity named on the TRN certificate will be the	e one entering	
Tax registration details:				
TRN Number*	TRN Legal Entity	Name*		
Trade licence details				
Trading license number (if ap	plicable) Legal Entity Name	as it appears on the Trade Licence		
Address Registered address as it appears on the	FRN certificate.			
Street line 1*	Street line 2	Emirate*		
City*	Country ▼ UAE			
Contract signatory details				
	d whose name appears either on the Trade s name does not appear on the Trade Licen			
Tick this box if the contract signatory	details are the same as the ones entered of	on the first page.		
First name*	Last name*	Job Title*	•	
Email*	Confirm email*	► Phone num	► Phone number*	







1 Complete Online Form

Invoicing Details

This person will be your company's nominated point of contact for invoicing and will receive invoices from Planet Tax Free. If it's the same person as on page 1 – just tick the box!

The monthly invoice will be sent t	o the company and contact details entered below.	
Invoice point of contact	t	
The person to whom we will send	the invoice.	
Tick this box if the invoice point	of contact is the same as the ones entered on the first page	ge.
First name*	Last name*	Job Title
Email*	Confirm email*	■ Phone number*





Store details

Please enter the number of stores to register

If you don't know the exact number, please provide your best estimate to give us an idea.

15

- O I can provide the store(s) details now, online
- O I would like to provide the store(s) details later, online
- I would like a customer service representative to contact me, and help me provide these details offline at a later stage rather than on this portal.

You can provide store details at a later stage online.

If you choose to register all stores online straight away, please provide:

- . Store name, phone number and address
- . Store manager contact details

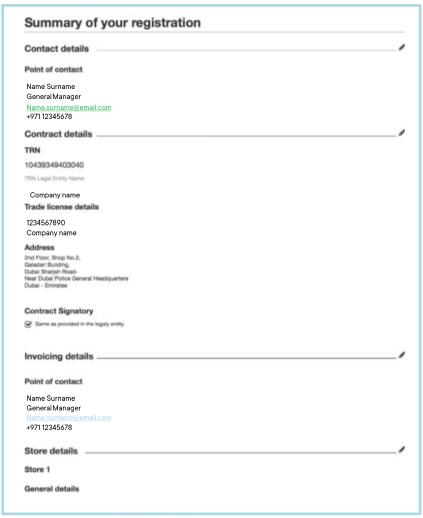
For merchants with 21+ shops we offer a tailored service, so if you'd like us to help you register please contact our customer service team.



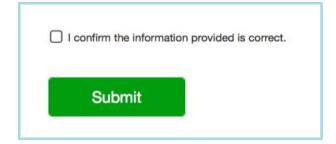
Planet authorized by the Federal Tax Authority

Complete Online Form

Review your application



Confirm the data & submit



Congratulations

Your application has been successfully submitted!

Once you receive the confirmation email, please sign the contract and credit check consent form as soon as possible so that we can progress with your registration swiftly.







Check your inbox for a confirmation email

Click here for guidance on the next steps. At this stage you can upload the missing store details

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Thank you. We have received your application to register for Planet Tax Free.

Please check the next steps below so you can complete your registration and submit all the information and documents required.

Click here to follow the progress of your application.

If you haven't submitted all your store details already you can do so following that link, as well as uploading any documents required.

Next steps...

Remember, now you have to return all the documents required:

- Signed contract
- Signed credit check consent form
- · TRN certificate
- · Trade Licence certificate
- · Power of attorney (if applicable, when the signatory is not named on the trade licence)
- Specimen of the signature of the signatory

Upload documents

or copy and paste the link below into your web browser https://planetpayment.ae/r/registeration/taxfree/4gg83r/

Any questions?

If you need any assistance, please contact our customer support at support@planetpayment.com.

Click here to upload the documents necessary to complete the online registration



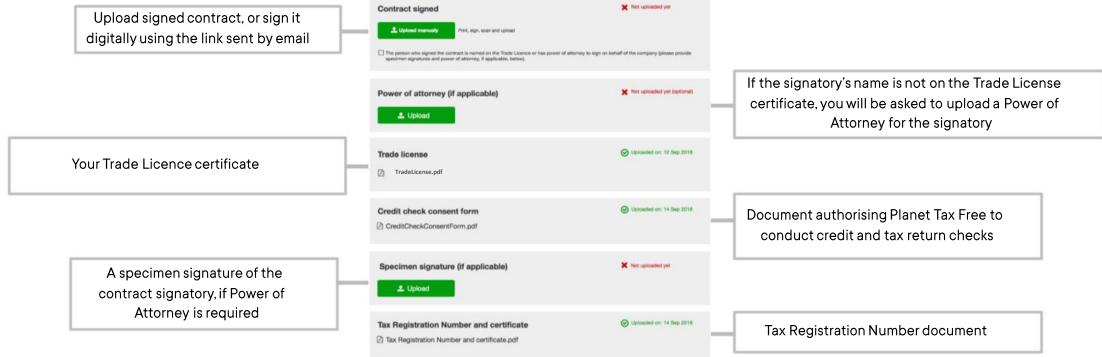


3 Upload required documents

After you click on the link, navigate to the Documents section



Upload the remaining documents









Thank you

