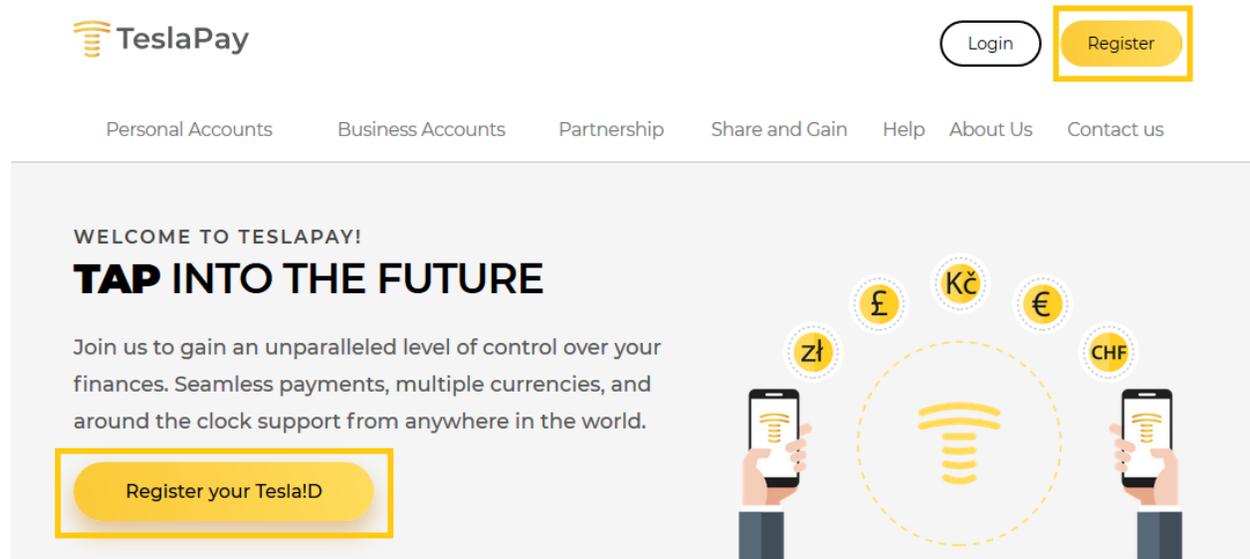


Business Client Registration

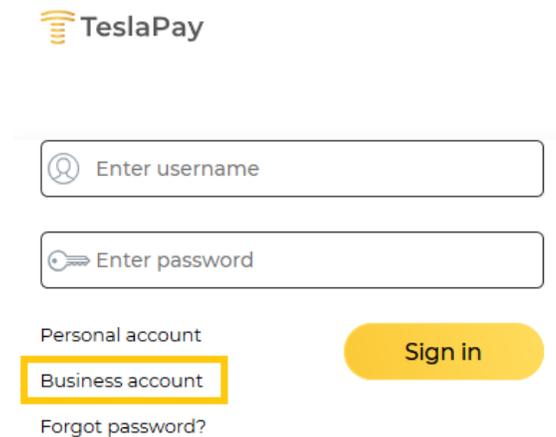
In this manual TeslaPay will lead you through the process of applying for corporate account. All steps will be explained with the information needed for the application.

To create a business account, open the home page and click "**Register**" or "**Register your Tesla!D**":



The home page can be found here: <https://my.teslapay.eu/site/home>

Then select "**Business Account**":



The registration for the corporate account starts with entering basic information of the applicant: email and phone number (it is necessary so that applicant would receive the confirmation codes for further registration), password and Tesla!D. Company's application can be done by the company's representative or director.

Also Tesla!D can be chosen at this stage.

Corporate account application

Contact e-mail*	<input type="text"/>
Contact Phone*	<input type="text"/>
Password*	<input type="password"/> ?
Confirm password*	<input type="password"/>
Tesla!D	<input type="text"/> ! ?

[Next](#)

In this step the applicant will have to type in the confirmation codes (received via email and phone). Company's application can be done by the company's representative or director; thus, the information has to be entered accordingly. **The company's representative or director opening an account should be a citizen or have a residence permit in any of the EU/EEA/EFTA countries.**

Company representative's personal information

Position in the company*	<input type="text" value="Director"/>
Personal details	
E-mail confirmation code*	<input type="text"/> ?
Phone confirmation code*	<input type="text"/> ?
I am existing customer	<input type="checkbox"/>
Personal Identity Code*	<input type="text"/> ?
First Name*	<input type="text"/>
Last Name*	<input type="text"/>
Citizenship*	<input type="text"/>

[Next](#)

This section of registration will require the representative of the company or director to enter his/her address and confirm if he/she is or isn't a PEP person.

Corporate account application

Company Position *

Please specify your position *

Permanent residence address

Address *

City *

ZIP Code *

Country *

Contact address

Is the same as Permanent Residence

Address *

City *

ZIP Code *

Country *

Do you have U.S. person status ?

Are you a PEP Person *

In this section the applicant will be able to see the registration's review. If all information is correct, and the applicant agree with TeslaPay Terms of Service and Privacy Policy, the applicant will be able to move further with his/her identity's verification.

Corporate account application

Company Position Other (please specify)
Please specify your position xxxx
Contact e-mail address xxx@xxxx
Contact phone number +xxxxxxxxxx
Language English

Personal details

I am existing customer
Personal Identity Code xxxxxxxx
First Name xx
Last Name xx

Permanent residence address

Address xxxx
City xx
ZIP Code xx
Country Lithuania

Contact address

Is the same as Permanent Residence
Address xx
City xx
ZIP Code xx
Country Lithuania

Do you have U.S. person status ?

Are you a PEP Person No, not a PEP, nor anyhow related to a PEP Person

I agree to [TeslaPay Terms of Service](#) and [Privacy Policy](#).

I agree to be contacted by TeslaPay for direct marketing purposes ?

You will be redirected to Veriff website
for your identity verification.

Back

Verify your identity

To verify the **identity** of the applicant he/she will need to have a **valid document next to them**.

Short explanation is given to of what and how the process of verification will go.



Let's get you verified

TO MAKE SURE YOU ARE YOU:

- 1 Your session audio and video may be recorded
- 2 Will be asked to take a selfie
- 3 Will be asked to take pictures of your ID
- 4 May be asked to take a selfie with ID

By proceeding you accept our [Privacy policy](#).

START SESSION

First the country of the issued document needs to be chosen.



Select issuing country

Please select the country that issued your ID.

Lithuania

CONTINUE

Further the applicant will need to choose the **ID type** with which he/she will verify your identity.



Select ID type

Which photo ID would you like to use?

Residence permit	
ID card	
Passport	

When the verification actions will be over, the applicant will be able to continue the corporate account's registration.



Approved

Your verification request was approved.



CONTINUE



Click **Continue** to move further with the application

After verification of the applicant identity's document, he/she will see this window. Click "**Refresh**" to proceed with further actions.

Personal account application



Your application is under review. Please be patient.

You can bookmark this page and check your application status later.

Refresh



This section is made for the **company's information**.

The company's information section requires to type in the Name of the company, Type of incorporation (that can be chosen from the list) Registration number and Country of incorporation (EU/EEA/EFTA)

The Director's data section must be filled in. Copy of ID must be uploaded as well. Unless the person opening the corporate account is director himself. In that case the data has been provided already, it just needs to be marked (a tick under "I am a director").

Company registered address requires the exact address of the company. **Company must be registered in one of the EU/EEA/EFTA countries.**

Corporate account application

Company information

Name

Type of incorporation

Registration number

Country of incorporation

Website

I am a director

Director data

First name

Last Name

Director/Citizenship

Country of residence

Phone Number

Personal Identity Code

ID copy (file upload) No file chosen

Is he/she a PEP Person?

Company registered address

Address

City

ZIP Code

Country

Company business address

Is the same as Registered address

In the next step the application for the corporate account requires to add at least one of Business Partners.

When the Business partner is entered, please press **“Add partner”** to move forward. The entered partner will be added, and if there is no other Business partner that needs to be added, please press **“Next”** so you could go on with the application.

Corporate account application

Business Partner

At least one partner should be added

PartnerName*

PartnerCountry*

Website

After adding Business partners, the applicant will be asked to add a shareholder (owning 25%+shares). **Shareholder should be a citizen or have a residence permit in any of the EU/EEA/EFTA countries.**

Corporate account application

Shareholder (owning 25%+ shares)

At least one shareholder should be added

Shareholder Type*

Select a type of the shareholder you want to add:

Shareholder Type*

- Please select-
- Natural person
- Legal person
- Director owns 100% shares of this company

If the shareholder is a **Natural person** you will have to fill his/her information in the fields accordingly. The **ID** copy will be **necessary**.

Shareholder (owning 25%+ shares)

At least one shareholder should be added

Shareholder Type*	<input type="text" value="Natural person"/>
Share of ownership, %*	<input type="text"/>
First Name*	<input type="text"/>
Last Name*	<input type="text"/>
Person ID*	<input type="text"/>
Citizenship*	<input type="text"/>
Country of Residence*	<input type="text"/>
ID Copy*	<input type="text" value="Choose File No file chosen"/>
Is he/she a PEP Person?*	<input type="text" value="-Please select-"/>

If the shareholder is **Legal person**, the information displayed below will have to be entered.

Corporate account application

Shareholder (owning 25%+ shares)

At least one shareholder should be added

Shareholder Type*	<input type="text" value="Legal person"/>
Share of ownership, %*	<input type="text"/>
Name*	<input type="text"/>
Registration number*	<input type="text"/>
Country of Residence*	<input type="text"/>

If one of the shareholders is a legal entity, company's structure must be submitted.

See the example below:



If the shareholder is a **Director owning 100%** of the shares, in this case the information won't be asked again, since it has been provided already before in the registration.

Corporate account application

Shareholder (owning 25%+ shares)

At least one shareholder should be added

Shareholder Type *

Director owns 100% shares of this company

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Next

Add shareholder

After the shareholder's information is provided, the application will be asked to provide information about the Beneficiary (owning 25%+shares). If the Beneficial Owners are the same as the Shareholders, just mark the tick, and the information about them won't be asked to provide again, since it has been already entered.

Corporate account application

Beneficiary (owning 25%+ shares)

Beneficial Owners are
the same as
Shareholders

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Next



The beneficial owner's information must be entered if he/she is not the same as shareholder. **Beneficial owner should be a citizen or have a residence permit in any of the EU/EEA/EFTA countries.**

Corporate account application

Beneficiary (owning 25%+ shares)

At least one beneficiary should be added

First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Person ID *	<input type="text"/> ?
Share of ownership, % *	<input type="text"/>
Citizenship *	<input type="text"/> v
Country of residence *	<input type="text"/> v
Is he/she a PEP Person? *	<input type="text"/> -Please select- v ?

NOTE: A beneficiary in a legal person means any natural person who owns or controls a legal person, directly or indirectly, having 25% or more of the shares or voting rights of a legal entity, including through the management of bearer shares; As well as a natural person who otherwise controls the management of a legal person. If there is no natural person directly or indirectly managing 25% or more, then the beneficiary of the Law on the Prevention of money laundering and terrorist financing is considered to be the highest leader of the legal person.

After the Beneficial owners have been added click **Next** and you will be able to go to another step which is description of the business. In this section the applicant is asked to describe the business activities, industry or industries business is operating in, as well as major sources of incoming funds.

Corporate account application

Description of your business

Description*

Does your business require licensing?

Industry

Accounting

Affiliate & Marketing

Consultancy

Crypto-currency

Financial services

Gaming & Gambling

Import & Export

IT

Legal

Real Estate

Retail

Tourism

Other

Major sources of incoming funds

Select all choices that apply

investments of company owners

sales revenue

borrowings

Other

[Back](#)

[Next](#)

We also would like to know the type of the future outgoing transfers, estimated total volume per year and estimated number of payments per year (average).

Corporate account application

Type of your future outgoing transfers

Select all choices that apply

- payments for goods and services
- operating expenses
- investments
- saving and expending for personal needs
- buying or selling companies shares
- buying or selling real estate

Other (please specify)

Estimated total volume per year (in EUR)*

0.00

Estimated number of payments per year (average)*

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Next

One of the last steps will be to provide some **Corporate documents**. We ask for corporate documents such as: **Extract from trade center**; **Director's Register** (can also be included in the extract); **Shareholder's Register** (can be also included in the extract); **Power of attorney** to open and account, other.

Corporate account application

Corporate documents

Extract from the Trade Register*

Choose File No file chosen

Director's Register included in the extract



Shareholder's Register included in the extract



Power of Attorney to Open an Account

Choose File No file chosen

Other

Choose File No file chosen

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Next

This is the last step before applying for the Corporate account. In this step the applicant will see the basic information about the company.

Before applying TeslaPay will ask to agree with our Terms of Service and Privacy Policy, also optional to agree to be contacted by TeslaPay for direct marketing purposes. After all this is done, the application will be reviewed. The answer will be provided as soon as the application will go through the review process.

Corporate account application

Company information

Name

Type of incorporation

Registration number

I agree to [TeslaPay Terms of Service](#) and [Privacy Policy](#).

I agree to be contacted by TeslaPay for direct marketing purposes ?

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Apply

NOTE: Please submit all the details prompted during the registration process and upload all the documents requested:

1. Extract from the Trade Register (and Director's Register if it is not included in the Trade Register)
2. Shareholders Register
3. ID copies of directors and shareholders who own 25% or more of the company
4. ID or Passport Director
5. License (if required for business)
6. Before on-boarding you as a business client we may request additional documents.