

Granting access rights:

• Go to the Bank of Estonia webpage https://www.eestipank.ee/en and select "Data submission portal"

Eesti Pank	Q Search	h	OO Accessibility Eesti keeles
Press - Publications - Monetary	policy - Financial stability - Stat	istics Payments - Research -	Notes & coins ~ About us ~ Museum ~
Release calendar 🗹	Statistical releases	Key economic indicators 🗹	Financial accounts 🗹
External sector statistics 💈	Financial sector statistics ピ	Household assets and liabilities statistics C	For reporters Data submission portal C

• Select the method of signing in

Data submission portal of Bank of Est Autho	onia and the Financial Supervision rity
Login with ID-card Insert ID-card to the reader	Login with Mobile-ID Enter national ID number Enter phone number Mobile- ID
Login with Smart-ID Enter national ID number Smart-ID	



• Select by clicking your company on the list

Choose a company

Private limited company		

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

Reporting obligations Calendar	Company settings My settings
My report obligations	
• Select " <i>Users</i> " and press " <i>Add new</i> "	



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• 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	Search
Name	
Phone	
E-mail	
Role	Person reporting V
Validity	28.04.2022
	Exit

• Rights added.