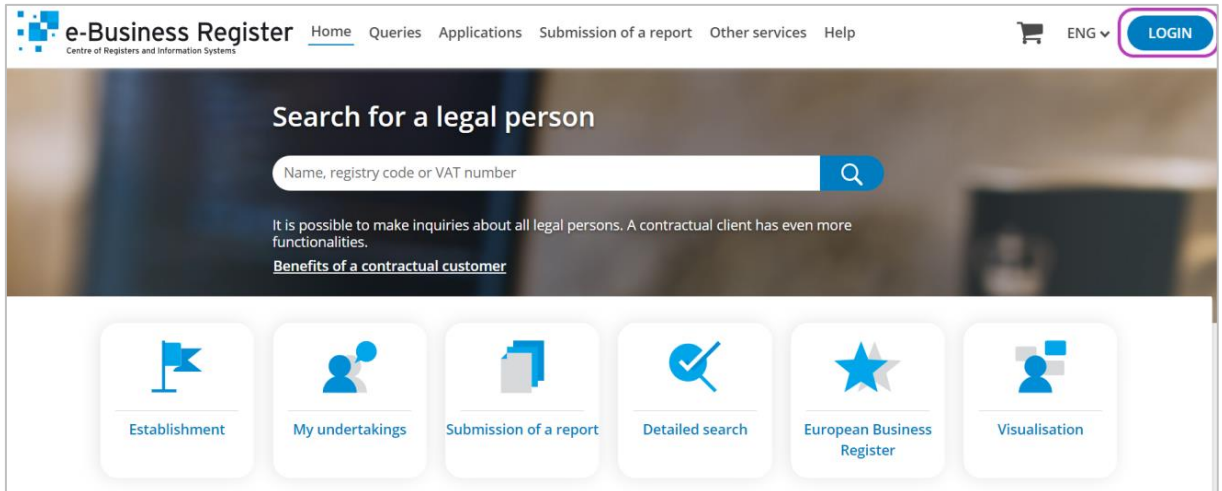


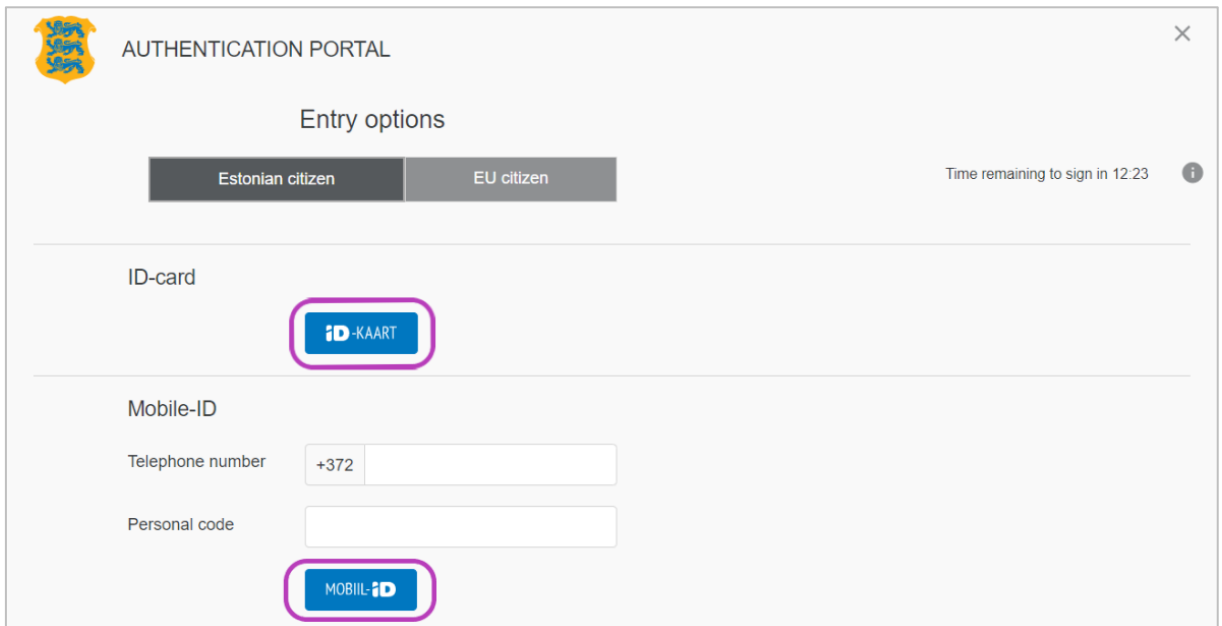
Granting access rights:

- Enter to e-Business Register: <https://ariregister.rik.ee/eng>



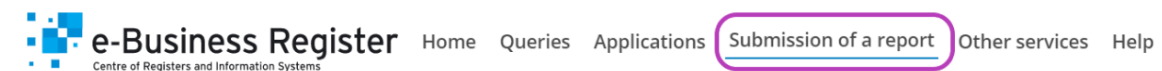
The screenshot shows the e-Business Register homepage. At the top, there is a navigation bar with links for Home, Queries, Applications, Submission of a report, Other services, and Help. A shopping cart icon and a language dropdown set to 'ENG' are also visible, along with a 'LOGIN' button. The main heading is 'Search for a legal person', followed by a search input field with the placeholder text 'Name, registry code or VAT number'. Below the search field, there is a brief description and a link to 'Benefits of a contractual customer'. A row of six service tiles is displayed: Establishment, My undertakings, Submission of a report, Detailed search, European Business Register, and Visualisation.

- Select the method of signing in



The screenshot shows the AUTHENTICATION PORTAL. It features a header with the Estonian coat of arms and the text 'AUTHENTICATION PORTAL'. Below the header, there are two buttons for 'Estonian citizen' and 'EU citizen'. A timer indicates 'Time remaining to sign in 12:23'. Under the 'Estonian citizen' section, there is an 'ID-card' section with a button labeled 'iD-KAART'. Under the 'EU citizen' section, there is a 'Mobile-ID' section with input fields for 'Telephone number' (pre-filled with '+372') and 'Personal code', and a button labeled 'MOBIL-iD'.

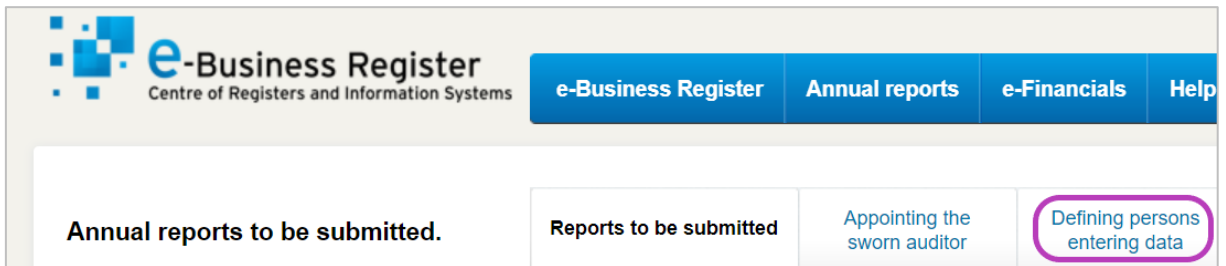
- Press „Submission of a report“ and then „Submission of the annual report“



The screenshot shows the e-Business Register navigation bar. The 'Submission of a report' link is highlighted with a red box.

Submission of the annual report
Enter the reporting environment for the submission of annual reports

- From Annual reports to be submitted choose „Defining persons entering data“

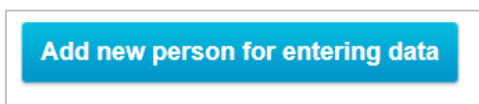


e-Business Register
Centre of Registers and Information Systems

e-Business Register Annual reports e-Financials Help

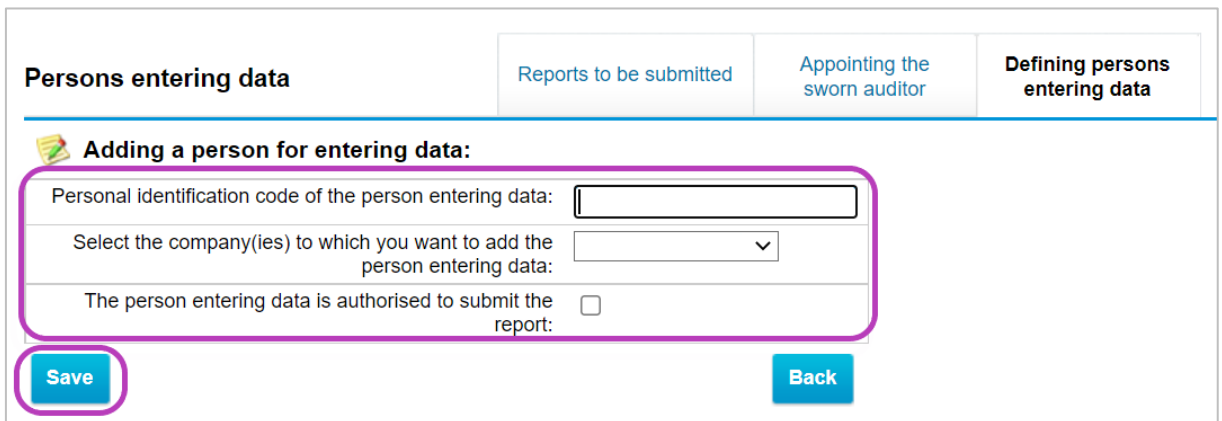
Annual reports to be submitted. Reports to be submitted Appointing the sworn auditor **Defining persons entering data**

- On next page press „Add new person for entering data“



Add new person for entering data

- Please mark „Personal identification code of the person entering data“, „Select the company(ies) to which you want to add the person entering data“ and tick the box if you would like to give the person entering data an authorization to submit the report. After that press „Save“.



Persons entering data Reports to be submitted Appointing the sworn auditor Defining persons entering data

Adding a person for entering data:

Personal identification code of the person entering data:

Select the company(ies) to which you want to add the person entering data:

The person entering data is authorised to submit the report:

Save **Back**

- Rights added.