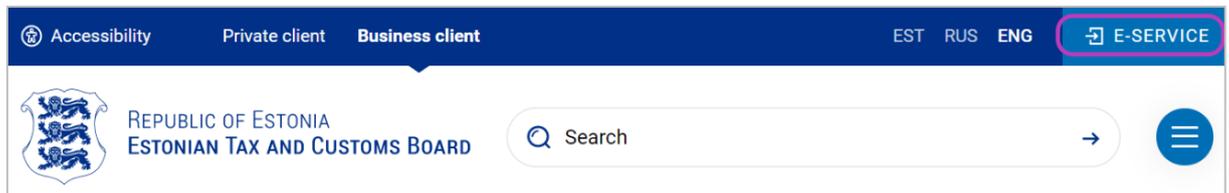
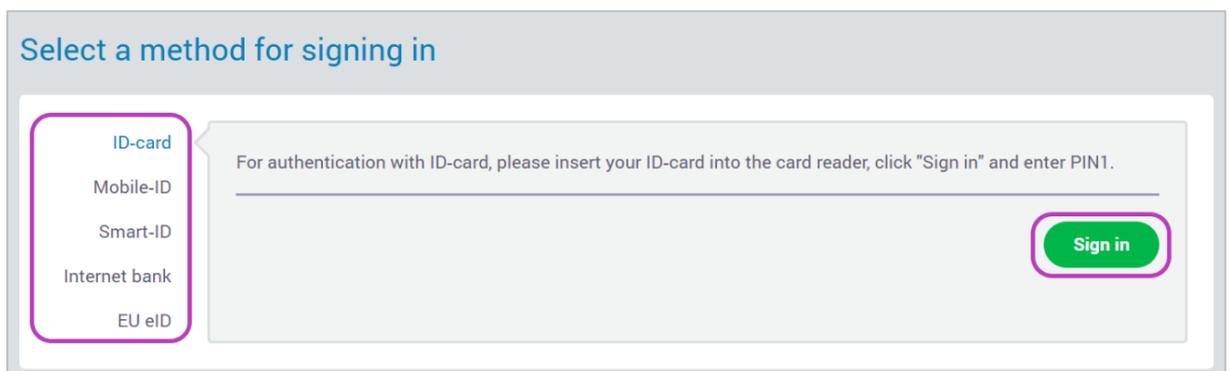


Granting access rights (Administrative right to a legal entity):

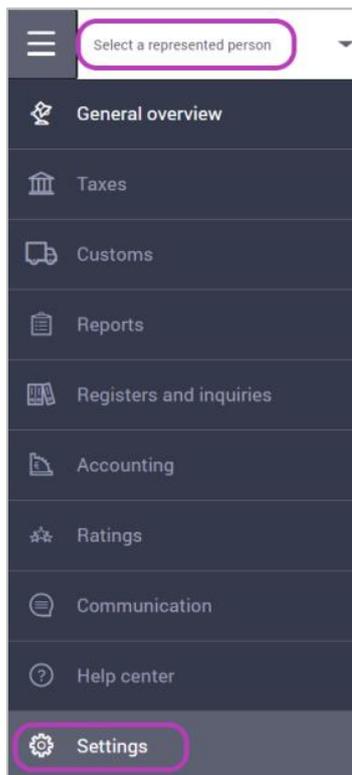
- Go to e-Tax webpage: <https://www.emta.ee/en>



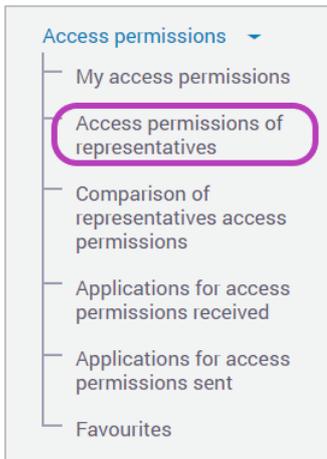
- Select the method of signing in and press "Sign in"



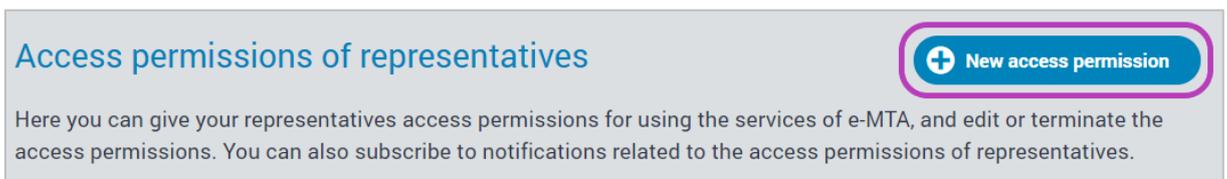
- Select a represented person and press "Settings"



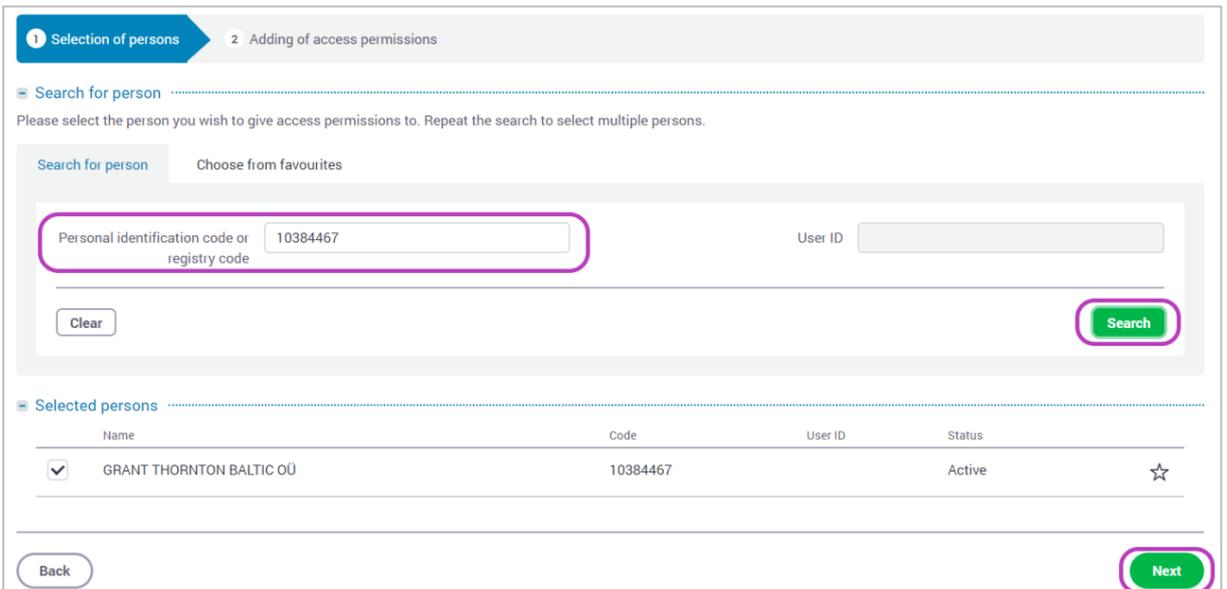
- From Access permissions choose „Access permissions of representatives“



- At the top right press „+ New access permission“



Under the search of person, enter the registry code of Grant Thornton Baltic OÜ 10384467 to the search field and select "Search" and then click "Next"



1 Selection of persons 2 Adding of access permissions

Search for person

Please select the person you wish to give access permissions to. Repeat the search to select multiple persons.

Search for person Choose from favourites

Personal identification code or registry code User ID

Selected persons

	Name	Code	User ID	Status	
<input checked="" type="checkbox"/>	GRANT THORNTON BALTIC OÜ	10384467		Active	☆

- Under permissions choose „*Separate permissions*“ and write ***P_EXTERNAL_USER_MANAGER*** to field „*Code*“ and press „*Search*“.
- Check the box „*The right of the representative of a person to administer the user rights of applications*” and press „*Add*“.

Permissions

Access permissions can be given as separate permissions or in packages. Separate permissions for using e-services necessary for different user groups are assembled into packages of access permissions

Packages of access permissions: Separate permissions Selected (1)

Name: Area:

Code: P_EXTERNAL

<input type="checkbox"/>	Separate permissions	Code	Area
<input type="checkbox"/>	The right of the person to view rights for using applications given to this person	P_EXTERNAL_USER	Over areas
<input checked="" type="checkbox"/>	The right of the representative of a person to administer the user rights of applications	P_EXTERNAL_USER_MANAGER	Over areas

- Rights added.