

## How to Register and Set up a New Selling Account on Amazon.ae



## **Benefits of Selling on Amazon**



Reach out to millions of customers easily without creating a website.



Leverage our brand awareness and the trust of our customers.



Cancel any time, no commitment.



Use our fulfilment network.



Maximize your potential with Amazon free analysis tools.



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#### Introduction on how to create a seller account



#### **Requirements for registering a seller account**

| Individual Account                                                                                   | Business Account                                                               | Legal Representative of a<br>Business Account                                                   |
|------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| National/Resident ID of the owner<br>(Must Be Valid)                                                 | National/Resident ID of the owner<br>(Must Be Valid)                           | National/Resident ID of the Legal<br>Representative (Must Be Valid)                             |
| Bank/Credit Card statement or a<br>Utility Bill to confirm the address of<br>the owner in PDF format | Business Trade License which must contains the name of the owner in PDF format | Business Trade License and Power<br>of Attorney Both Attached in the<br>same file in PDF format |
| Business Email Address or Amazon<br>Customer Account                                                 | Business Email Address or Amazon<br>Customer Account                           | Business Email Address or Amazon<br>Customer Account                                            |
| Active Phone Number (where we can reach you directly)                                                | Active Phone Number (where we can reach you directly)                          | Active Phone Number (where we can reach you directly)                                           |

#### Introduction on how to create a seller account

To begin the process of creating a seller account on Amazon you need to:

- Go to the following website: <u>sell.amazon.ae</u>
- Click on [Sign up]

\*The sell.amazon.ae website can give you access to lots of information that will help you to have better understanding of Amazon. Here are some of the information that you can find:

<u>Sell Online</u>: This section contains general information on <u>how to start selling</u> and <u>what to sell on amazon</u>. It also has a <u>beginner's guide</u>, product listing guide, <u>selling costs</u>, and <u>shipping and fulfillment</u> details.

<u>Grow Your Business</u>: This section contains information on how to grow and promote your business through the variety of services that we provide such as: <u>FBA</u>, <u>Advertising on Amazon</u>, <u>Deals and Coupons</u>, and many more.

<u>Fees and Pricing</u>: This section contains information on the <u>selling fees overview</u> and <u>product category fees</u>

<u>Learn</u>: This section will give you access to the <u>seller</u> <u>university</u> library, the upcoming <u>webinars and events</u>, and <u>FAQs</u>



#### **Getting started is simple!**

When you're creating a new seller account on Amazon, you need to add the following information:

- 1. Enter your name on the website.
- 2. Enter the email address that you want to use to register or if you have a customer account you can use it to create a seller account.
- 3. Enter a Password (note the Password must at least be 6 characters).
- 4. Re-enter your Password for confirmation purposes.
- 5. Enter the One Time Password (OTP) that we've sent you on your email to verify your email address.

Finally click on "Create your Amazon account" to complete your login information and move to the next step.

| Create account                                               | Verify email address                                                                                  |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Your name                                                    | To verify your email, we've sent a One Time<br>Password (OTP) to storemania5555@gmail.com<br>(Change) |
| Email                                                        | Enter OTP                                                                                             |
| Password                                                     | Create your Amazon account                                                                            |
| At least 6 characters                                        |                                                                                                       |
| i Passwords must be at least 6 characters. Re-enter nassword | By creating an account, you agree to Amazon's<br>Conditions of Use and Privacy Notice.                |
|                                                              | Resend OTP                                                                                            |
| Next                                                         |                                                                                                       |



#### **Tell Us About Your Business**



#### Welcome Page

The Welcome Page contains information on registering to sell on Amazon.ae, how the process works, and what are the information and documents that you need to prepare before registering to sell on Amazon.ae.



#### **Business Information Page**

The Business Information page is the page in which you share details about your business – such as your Business Location, Business Type (Individual, Privately owned business, State owned business, Publicly listed business, Charity).

Based on your business type you either enter your Business Name (used to register with your state or federal government), or in case of an Individual account you enter your (First and Last name).

After adding the previous information, you need to click on the check box to confirm the information is correct and then click on 'Agree and Continue' to agree to the Amazon Services Business Solutions Agreement and Amazon's Privacy Notice.

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| First name @<br>First name<br>Pist name<br>by clicking on<br>if you use the<br>international 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Please ensure your business type selection is correct.<br>In individual sels in a private context. An individual does not sell a pro<br>escional context.<br>In incorrect selection may affect the status of your account.<br>Middle name(s)<br>Middle name(s)<br>my business location and type are correct, and I understand that this in<br>Agree and continue; you agree to the Amazon Services Business Solutions Ag<br>alling services offered in Amazon's stores other than in the European Union o<br>sling Agreement page with respect to those services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Lest name<br>Last n |                                                                                                                                                                                                                                                          |
| First name (<br>First name<br>Visit name<br>Visit in the state<br>Visit in the sta | Please ensure your business type selection is correct.<br>In individual sels in a private context. An individual does not sell a pro<br>escional context.<br>In incorrect selection may affect the status of your account.<br>Middle name(s)<br>Middle name(s)<br>my business location and type are correct, and I understand that this in<br>Agree and continue; you agree to the Amazon Services Business Solutions Ag<br>etiling services offered in Amazon's stores other than in the European Union o<br>elling Agreements page with respect to those services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Lest name<br>Last n |                                                                                                                                                                                                                                                          |
| First name C<br>First name<br>// First name<br>// Loonfirm<br>By clicking on<br>#you use the<br>international 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Please ensure your business type selection is correct.<br>In individual sells in a private context. An individual does not sell a pro<br>resional context.<br>In incorrect selection may affect the status of your account.<br>Middle name(s)<br>Middle name(s)<br>Middle name(s)<br>Introduction of the selection | luct to a company / charity and does not operate in a business or pro-                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                          |

#### **Business Information Page for Individual Sellers**

If you selected "Individual" on the previous page, you need to enter the following information:

- 1. First, Middle (optional), and Last name (as written in the ID).
- 2. Country of citizenship, Country of birth, and Date of birth.
- 3. Identity proof (National or Residence ID), and Country of issue.
- 4. Residential address (Country, Address Line, City/Town, Country/District).
- 5. Phone number: When entering your mobile phone number, make sure to choose the country of your cellular company, and based on the verification option of your choice you will either receive a phone call or an SMS to verify your phone number.

Then click on "Next".

| First name                                                                                                                                                                                                                                                      | Middle name(s) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                  | Last name |      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-----------|------|
| First Name                                                                                                                                                                                                                                                      | Middle Name    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                  | Last Name |      |
| Enter your complete name, as it appears on the p                                                                                                                                                                                                                | passport or ID |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                  |           |      |
| Country of citizenship                                                                                                                                                                                                                                          |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                  |           |      |
| Select country                                                                                                                                                                                                                                                  |                | ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                  |           |      |
| Country of birth                                                                                                                                                                                                                                                |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Date of birth                                                    |           |      |
| Select country                                                                                                                                                                                                                                                  |                | ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Day 🗸                                                            | Month ~   | Year |
| ldestite soul                                                                                                                                                                                                                                                   |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                  |           |      |
| Identity proof                                                                                                                                                                                                                                                  |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Country of issue                                                 |           |      |
| National or Residence ID                                                                                                                                                                                                                                        |                | ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Country of issue Select Country                                  |           |      |
| National or Residence ID<br>Residential address                                                                                                                                                                                                                 |                | ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Country of issue Select Country                                  |           |      |
| National or Residence ID<br>Residential address<br>United Arab Emirates                                                                                                                                                                                         |                | ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Country of issue Select Country                                  |           |      |
| Residential address United Arab Emirates Address Line 1                                                                                                                                                                                                         |                | ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Country of issue Select Country Address Line 2                   |           |      |
| Residential address United Arab Emirates Address Line 1 City / Town                                                                                                                                                                                             |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Country of issue Select Country Address Line 2 County / District |           | v    |
| Residential address United Arab Emirates Address Line 1 City / Town Receive PIN through                                                                                                                                                                         |                | <ul> <li></li> <li><td>Country of issue Select Country Address Line 2 County / District</td><td></td><td>v</td></li></ul>   | Country of issue Select Country Address Line 2 County / District |           | v    |
| Residential address United Arab Emirates Address Line 1 City / Town Receive PIN through SMS                                                                                                                                                                     | O Call         | <ul> <li></li> <li><td>Country of issue Select Country Address Line 2 County / District</td><td></td><td> v</td></li></ul>  | Country of issue Select Country Address Line 2 County / District |           | v    |
| Residential address United Arab Emirates Address Line 1 City / Town Receive PIN through O SMS Phone number for verification                                                                                                                                     | O Call         | <ul> <li></li> <li><td>Country of issue Select Country Address Line 2 County / District</td><td></td><td>v</td></li></ul>   | Country of issue Select Country Address Line 2 County / District |           | v    |
| Residential address United Arab Emirates Address Line 1 City / Town Receive PIN through SMS Phone number for verification T + 971                                                                                                                               | O Call         | v<br>v                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Country of issue Select Country Address Line 2 County / District |           |      |
| Residential address United Arab Emirates Address Line 1 City / Town Receive PIN through SMS Phone number for verification City = 4971 SMS verification language                                                                                                 | O Call         | <ul> <li></li> <li><td>Country of issue Select Country Address Line 2 County / District</td><td></td><td>v</td></li></ul>   | Country of issue Select Country Address Line 2 County / District |           | v    |
| Residential address United Arab Emirates Address Line 1 City / Town Receive PIN through SMS Phone number for verification C + +971 SMS verification language English (United States)                                                                            | O Call         | <ul> <li></li> <li><td>Country of issue Select Country Address Line 2 County / District</td><td></td><td></td></li></ul>    | Country of issue Select Country Address Line 2 County / District |           |      |
| Residential address         United Arab Emirates         Address Line 1         City / Town         Receive PIN through         SMS         Phone number for verification         Image: 1971         SMS verification language         English (United States) | O Call         | <ul> <li></li> <li><td>Country of issue Select Country Address Line 2 County / District</td><td>Sen</td><td></td></li></ul> | Country of issue Select Country Address Line 2 County / District | Sen       |      |

### **Business Information Page for Business Sellers**

azon seller centra

If you selected any of "Privately owned business, State owned business, Publicly listed business, Charity", then you need to enter the following information:

- 1. Business name, used to register with your state or federal government
- 2. Company registration number
- Registered business address (Country, Street, City/Town, Country/District)
- 4. Phone number: When entering the mobile phone number, make sure to choose the country of your cellular company, and based on the verification option of your choice you will either receive a phone call or an SMS to verify your phone number
- 5. Then click "Next"

|                                                               | 4 5                |                                                                 |
|---------------------------------------------------------------|--------------------|-----------------------------------------------------------------|
| Business Seller Billing<br>information information            | Store Verification | What is the correct format of the phone number                  |
|                                                               |                    | What should I do if I do not have a mobile numb<br>receive SMS? |
| Business information                                          |                    | What if I have not received the SMS with the PIN                |
| Rusiness name used to renister with your state or federal now | verment            | What should I do if my country is not listed for t              |
| BusinessName                                                  |                    |                                                                 |
| Company registration number ③                                 |                    |                                                                 |
| CompanyRegistrationNumber                                     |                    |                                                                 |
| Registered business address ③                                 |                    |                                                                 |
| Registered business address ⑦                                 |                    |                                                                 |
| United Arab Emirates                                          | ×                  |                                                                 |
| Street 1                                                      | Street 2           |                                                                 |
| Sharjah                                                       | ✓ Al Falaj ✓       |                                                                 |
| Barris Billing                                                |                    |                                                                 |
| SMS Call                                                      |                    |                                                                 |
| Phone number for verification                                 |                    |                                                                 |
| □ - +971 I                                                    |                    |                                                                 |
| 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1                         |                    |                                                                 |
| SMS verification language                                     |                    |                                                                 |

#### Seller Information Page for Individual Sellers

If you select "Individual", then you need to enter the Primary contact person information:

- 1. First, Middle (optional), and Last name (as written in the ID).
- 2. Country of citizenship, Country of birth, and Date of birth.
- 3. Identity proof (National or Residence), Country of issue, GCC national ID or UAE Residents ID, and Date of expiry.

Then click on "Next"

| Seller Billing<br>information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Store          | Verification                                                      |           |                          |        | Why do I need to provide  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------|-----------|--------------------------|--------|---------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                |                                                                   |           |                          |        | Why is my listing enable  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                |                                                                   |           |                          |        | What is the correct form  |
| rimary contact person information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                                                   |           |                          | ^      | What should I do if I do  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                |                                                                   |           |                          |        | What if I have not receiv |
| First name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Middle name(s) |                                                                   | Last name |                          |        | What should I do if my c  |
| First Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Middle Name    |                                                                   | Last Name |                          |        |                           |
| Enter your complete name, as it appears on the passport or ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |                                                                   |           |                          |        |                           |
| Country of citizenship                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |                                                                   |           |                          |        |                           |
| United Arab Emirates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | v              |                                                                   |           |                          |        |                           |
| Country of birth                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | Date of birth                                                     |           |                          |        |                           |
| United Arab Emirates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | v              | 01                                                                | ✓ Jan     | × 2000                   | v      |                           |
| Identity proof<br>National or Residence 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | v              | Country of issue<br>United Arab Emirates                          |           |                          | *      |                           |
| Identity proof<br>National of Residence ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | v              | Country of issue                                                  |           |                          | v      |                           |
| Identity proof<br>Nacional on Pacidance (D<br>GCC National (D or UVE Residence (D<br>123/G578)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | ×              | Country of issue<br>United Arab Emirates<br>Date of expiry<br>01  | ∨ Jan     | <ul><li>✓ 2023</li></ul> | v      |                           |
| Handlay proof<br>National of Residence ID<br>GCC National ID or UKE Residence ID<br>123456789                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | ×              | Country of issue<br>United Arab Emirates<br>Date of expiny<br>D1  | v Ja      | × 2023                   | v<br>v |                           |
| Identity proof<br>National of Residence (D<br>GCC National (D or UKE Residence (D<br>123456198)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | · ·            | Country of issue<br>United Arab Emirates<br>Date of expiny<br>01  | v Jan     | × 2023                   | >      |                           |
| Mentely proof<br>Netronal of Residence ID<br>CCC National ID or UKE Residence ID<br>122656789<br>Residential address<br>P AE: Datus H Bancha 2 Al Bancha 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | ×              | Country of frace<br>United Anal Emistes<br>Date of expiry<br>01   | v Jan     | × 2023                   | 2      |                           |
| Mentely proof<br>National or Residence ID<br>CCC National ID or UKE Residence ID<br>122456789<br>AE Date, H4 Bancha 2.H Bancha 2.<br>Wirer all and schömsen<br>+ Add anne Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | · · ·          | Country of Soure<br>United Arab Emirates<br>Date of expiry<br>01  | v Jan     | × 2023                   | ×      |                           |
| Mentely proof<br>Netronal of Residence ID<br>CCC National ID or UKE Residence ID<br>122656789<br>AE Date, H4 Bancha 2.4 Bancha 2.<br>Wirer all and schömes<br>+ Add anner schömes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | ×              | Country of Source<br>United Arab Emirates<br>Date of expiry<br>01 | v Ja      | × 2023                   | 2      |                           |
| Ministry proof<br>National of Residence ID<br>CCC National ID or UKE Residence ID<br>122555789<br>Residential address<br>Ware all asset addresses<br>+ Add a new address<br>Phone number for verification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | ×              | Country of Issue<br>United Arab Emissions<br>Date of expiry<br>01 | v Jan     | v 2025                   | >      |                           |
| Manthy proof<br>National of Residence ID<br>CCC National ID or UK2 Residence ID<br>122555789<br>■<br>Residencial address<br>● AE Dation, N Bancha 2.4 Bancha 2.4<br>Ware all associated<br>= Address<br>= Ad | ×              | Country of Issue<br>United Arab Emissions<br>Date of expiry<br>01 | v In      | v 2025                   | >      |                           |
| Manthy proof<br>National of Residence ID<br>CCC National ID or UKE Residence ID<br>123/55789<br>↓ AL Shan Al Ranha 2.Al Banha 2.<br>Wave all anew address<br>↓ Ald a new address<br>↓ Add a new address<br>Phose number for verification<br>↓ ^622702297571<br>+ Add a new mobile number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                | Country of tione<br>United Arab Emirates<br>Date of expiry<br>01  | v Jan     | × 2023                   | >      |                           |

### Seller Information Page for Business Sellers

If you selected any of "Privately owned business, State owned business, Publicly listed business, Charity", then you need to enter the following information:

- 1. First, Middle (optional), and Last name (as written in the ID).
- 2. Country of citizenship, Country of birth, and Date of birth.
- 3. Identity proof (Passport, National ID or Residence ID), Country of issue, Passport, GCC national ID, or UAE Residents ID, and Date of expiry.
- 4. Confirm if primary contact person is: a beneficial owner of the business, or a legal representative of the business.
- 5. Confirm that you have added all the Beneficial owners of the Business.

Then click on "Next".

| Business Caller                                                                                                | 3                     | 4                | - 5       |        |   | FAQ                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------|-----------------------|------------------|-----------|--------|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| information informatio                                                                                         | n                     | Store            | Vermeeror |        |   | Why does a 'Primary contact person' need to provide their<br>personal information?                                                                                                                                                                                                                                                     |
| Primary contact person info                                                                                    | rmation               |                  |           |        | ^ | The Primary contact person is the person who has access to the S<br>on Amazon payment account, provides the registration informati<br>behalf of the account holder (the registration and thintates<br>transctions such as dousnements and refusion. Actions taken by<br>Primary point of contact are deemed to be taken by the account |
| First name                                                                                                     | Middle name(s)        |                  | Last name |        |   | holder.                                                                                                                                                                                                                                                                                                                                |
| johnn                                                                                                          | sg                    |                  | doe       |        |   | Who is a 'Beneficial owner'?                                                                                                                                                                                                                                                                                                           |
| Enter your complete name, as it appears                                                                        | on the passport or ID |                  |           |        |   | Beneficial owners own or control the business through direct or<br>indirect ownership of 25% or more of the shares, or voting rights                                                                                                                                                                                                   |
| Country of citizenship                                                                                         |                       |                  |           |        |   | the business, or any other person who otherwise exercises control<br>business management.                                                                                                                                                                                                                                              |
| Singapore                                                                                                      | `                     |                  |           |        |   | uther if our huringer is held to an alter a second                                                                                                                                                                                                                                                                                     |
| Country of birth                                                                                               |                       | Date of birth    |           |        |   | If another company (parent company) owns enough shares (25%)                                                                                                                                                                                                                                                                           |
| Singapore                                                                                                      |                       | 02               | Мау       | V 1972 | × | more) or voting rights in the registered business, the beneficial on<br>of the parent company have to be added to the beneficial owners<br>We may ask this information if needed once you have completed<br>registration.                                                                                                              |
|                                                                                                                |                       |                  |           |        |   | Who is the "Legal representative' of the business?                                                                                                                                                                                                                                                                                     |
| Passnort                                                                                                       |                       | Country of issue |           |        | ~ | A legal representative of the business has specific powers and is la<br>authorized by your business to manage and act on its behalf (for                                                                                                                                                                                               |
| r asapun c                                                                                                     | `                     | Data of an in    |           |        | ¥ | instance: accepting terms and conditions, opening a payment acc<br>etc.). The legal representative may or may not be an owner of the                                                                                                                                                                                                   |
| Passport number                                                                                                |                       | Date of expiry   | Apr       | 2023   | ~ | business.                                                                                                                                                                                                                                                                                                                              |
|                                                                                                                |                       |                  |           |        |   | What should I do if I am the Primary contact person but not the                                                                                                                                                                                                                                                                        |
|                                                                                                                |                       |                  |           |        |   | legal representative?<br>If the person registered as Primary contact is not a legal                                                                                                                                                                                                                                                    |
| Residential address<br>SG, 189555, Singapore, 71 Bras Bas                                                      | ih Rd                 |                  |           |        |   | representative, the legal representative of the registered business<br>provides a letter of authorization. This document authorizes the<br>Primary contact person to act on behalf of the company. We will<br>you when the document is required.                                                                                       |
| fiew all saved addresses                                                                                       |                       |                  |           |        |   | Unite the Thimpson contract define db                                                                                                                                                                                                                                                                                                  |
| Add a new address                                                                                              |                       |                  |           |        |   | The Primary contact person is the person who has access to the Si                                                                                                                                                                                                                                                                      |
| <ul> <li>+33757130352</li> </ul>                                                                               |                       |                  |           |        |   | on Amazon payment account, provides the registration information<br>behalf of the account holder (the registered seller) and initiates<br>transactions such as disbursements and refunds. Actions taken by<br>primerus peice of coartst, as demonst to be the bar secure.                                                              |
| Add a new mobile number                                                                                        |                       |                  |           |        |   | holder.                                                                                                                                                                                                                                                                                                                                |
| Confirm if primary contact person is a beneficial owner of the business is a legal representative of the busin | 55                    |                  |           |        |   |                                                                                                                                                                                                                                                                                                                                        |
| I have added all the Beneficial Owner O Yes O No                                                               | rs of the Business.   |                  |           |        |   |                                                                                                                                                                                                                                                                                                                                        |

#### **Billing Information**

 Please add your credit card information (The credit card will be required as a payment method that will be used to charge you for any services you opt for) and click "Save" and then "Save and Continue".

#### Or

- You can skip this step by clicking "Skip for now" if you don't have this information available - and you can add it later.
- \*Note that Debit cards are not accepted on Amazon.

| amazon seller central                                                                                                                                                                                                                                                                                                                                                                                    | Settings                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| $\bigcirc$ — (2) — (3) — (4)                                                                                                                                                                                                                                                                                                                                                                             | FAQ                                                                   |
| Seller Billing Store Verification<br>information                                                                                                                                                                                                                                                                                                                                                         | Why should I provide my Credit card details?                          |
| Payment information                                                                                                                                                                                                                                                                                                                                                                                      | Can I provide a different Credit card after I have opened my account? |
|                                                                                                                                                                                                                                                                                                                                                                                                          | When will the subscription fee be charged?                            |
| Monthly Subscription Fee You can skip providing your credit card details. For a limited time only, Professional accounts are available with no monthly subscription fee in United                                                                                                                                                                                                                        | What happens after I enter my Credit card details?                    |
| Arab Emirates, Saudi Arabia, and Egypt. However, it you expand to sell in other stores, you will be asked to provide your billing details and pay the<br>equivalent of 39.9 USD per month, split proportionately across each country or region in which you have an active listing and charged separately in<br>each local currency. You can downgrade at any time. For more information, see this page. | Which are the accepted Credit cards?                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                          | What if I don't want to sell in a store later?                        |
| Skip tor now                                                                                                                                                                                                                                                                                                                                                                                             |                                                                       |
| Credit card number Expires on                                                                                                                                                                                                                                                                                                                                                                            |                                                                       |
| Card holder's name                                                                                                                                                                                                                                                                                                                                                                                       |                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                       |
| Billing address                                                                                                                                                                                                                                                                                                                                                                                          |                                                                       |
| <ul> <li>AE, Dubai, AI Barsha 2</li> <li>+ Add a new address</li> </ul>                                                                                                                                                                                                                                                                                                                                  |                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                       |
| Previous Next                                                                                                                                                                                                                                                                                                                                                                                            |                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                       |

## Store and Product Information

1. Store name (It refers to the Display name that will appear on the website and will be seen by the customers).

amazon seller central

- 2. For product information, please confirm
  - I. If you have Universal Product Codes (UPCs) for all of your products.
  - II. If you are the manufacturer or brand owner (or agent or representative of the brand) for any of the products you want to sell on Amazon?

| Business Seller Billing Store                                                                                                                                                                                                                                 | 5 Verification                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| information information                                                                                                                                                                                                                                       | What is a 'Store name?                         |
| Store and Product Information                                                                                                                                                                                                                                 | Can I update the 'Store name' later?           |
| Answer a few questions about your business so we can best assist you during onboarding. The answers<br>ability to register for a selling account.                                                                                                             | /ou provide do not impact your<br>What is UPC? |
| Store name                                                                                                                                                                                                                                                    | Available Why should I provide my trademark    |
| testStoreNameforOrbis                                                                                                                                                                                                                                         | Why is my listing enabled in multip            |
| Do you have Universal Product Codes (UPCs) for all your products? <ul> <li>Yes</li> <li>No</li> </ul> Are you the manufacturer or brand owner (or agent or representative of the brand) for any of the Amazon? <ul> <li>Ym.</li> <li>Communication</li> </ul> | e products you want to sell on                 |

### Identity Verification Documents for Individual sellers

For individual accounts, attach the following:

- A copy of the National ID or Resident ID, that matches the information that you added in the previous step. Make sure to add the front side of the ID in the front side field and the back side of the ID in the back side field.
- A recent bank statement/credit card statement to verify your address. You can hide any confidential information such as transactions, as we need the statement only to verify the address of the owner of the account. Or you can upload a recent gas bill, telephone bill, or electricity bill.



Click on "Next"

#### Identity Verification Documents for Business Sellers

For Business accounts, you need to attach the following Documents:

- A copy of the National/Resident ID of the company's owner or the Legal representative.
- A clear copy of the business trade license in \*.png, \*.tiff, \*.tif, \*.jpg, \*.jpeg, and \*.pdf formats.
- If you are a legal representative of the company, attach the business trade license and Power of Attorney POA (a copy of the authorization certificate from the company) both in one file in PDF form.

| I dentifier and Address Mo                                                                                              | ····                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                   | In order keep our marketplace protected for buyers and sellers, we verif<br>information of business and the individuals.<br>How will   know that   have been verified? |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Identity and Address Ve                                                                                                 | incation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                   | We will email you about the progress once verification is complete.                                                                                                    |
|                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                   | What can I do while being verified?<br>While you wait for the verification, have a look at the success stories in s<br>alchally with Amazon. Click here.               |
| Business name                                                                                                           | This is a test 15112021-1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                   | ground minimum care name.                                                                                                                                              |
| Company registration number                                                                                             | AE0123456789                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                   |                                                                                                                                                                        |
| Business address                                                                                                        | 2 Test Road Suite 1234<br>Al Ain Al Grayyeh<br>AE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                   |                                                                                                                                                                        |
| Business license                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Ipload Document   |                                                                                                                                                                        |
| Primary contact person informatio                                                                                       | n<br>Karim K Karim                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                   |                                                                                                                                                                        |
| Date of birth                                                                                                           | 1 Jan 2002                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                   |                                                                                                                                                                        |
|                                                                                                                         | Afabasistas                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                                                                                                                        |
| Country of birth                                                                                                        | Alghanistan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                                                                                                                        |
| Country of birth<br>Country of citizenship                                                                              | United Kingdom                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                   |                                                                                                                                                                        |
| Country of birth<br>Country of citizenship<br>Identity data                                                             | National or Residence ID # 123-12345-12131-01 Date of expiry 16 Nov 2028 Country of issue United Arab Emirates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                   |                                                                                                                                                                        |
| Country of birth Country of citizenship Identity data Residential address                                               | المالية ا<br>مالية المالية الم<br>مالية المالية ال |                   |                                                                                                                                                                        |
| Country of birth Country of citizenship Identity data Residential address National or Residence ID document             | Anguansian<br>United Kingdom<br>National or Residence ID # 123-12345-12131-01<br>Date of expiry 16 Nov 2028<br>Country of issue United Arab Emirates<br>111 Test Ave Apt 999<br>AE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                   |                                                                                                                                                                        |
| Country of birth<br>Country of citizenship<br>Identity data<br>Residential address<br>National or Residence ID document | Angularisan<br>United Kingdom<br>National or Residence ID # 123-12345-12131-01<br>Date of expiry 16 Nov 2028<br>Country of Issue United Arab Emirates<br>III Trest Ave Apt 999<br>بن ای مرتب<br>AE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Jpload front side |                                                                                                                                                                        |

• Click on "Next"

#### **Account Activation**

- Once you have added all the required information and uploaded all the needed documents, Amazon's Seller Identity Verification team will review all of the information and documents and this process usually takes 2 business days.
- You will receive an email within 2 business days, that will tell you about the status of your application. Please make sure to check your inbox within the mentioned period.
- In case of rejection check the email you have received then login to your account through Seller Central, and make sure to fix the mentioned rejection reasons.
- For any inquiries or additional information, make sure to contact the seller support through the "<u>Get</u> <u>Support</u>" option at the bottom of the screen.

| amazon seller central |                                                                                                                                                               | S                                                                                                                | ettings |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|---------|
|                       |                                                                                                                                                               | FAQ                                                                                                              |         |
|                       | <b>Thank you for sharing your information</b><br>We have received your information and may reach out to you for further clarification within 2 business days. | Why is verification needed?<br>How will I know that I have been verified?<br>What can I do while being verified? | +<br>+  |
| Bu                    | siness information                                                                                                                                            | -                                                                                                                |         |
| T<br>A<br>D<br>A      | Test of test LLC       Amazonst2       Dubai Al Barsha 2                                                                                                      |                                                                                                                  |         |
| Pr                    | rimary contact person information                                                                                                                             |                                                                                                                  |         |
| F<br>A<br>C<br>A      | First name Middle name Last name Amazonst33 Vubai Al Barsha 2 AE                                                                                              |                                                                                                                  |         |
| _                     |                                                                                                                                                               |                                                                                                                  |         |

## Congratulations on completing your seller account



#### Introduction to Seller Central and Getting Started



## Seller Central (online & mobile)

Once you complete the registration as an Amazon Seller and verify your identity, you'll have access to your own Seller Central account.

**Seller Central** is the portal for everything related to selling on Amazon. This is the main Dashboard for your account, in which you can find all the tools and widgets to help you to manage your account. Here you will be able to create listings, manage orders, corresponds with buyers, get information about your performance as a seller, and more.





## **Amazon Seller Mobile App**

Managing your Seller account anywhere, anytime Available on Google Play and Apple Store







#### **Top Things to Check After Your Seller Account is Activated**

- 1- Seller Account Information: here you can update your:
- Vacation settings.
- Bank account information.
- Business information shipping and returns information.
- Tax information and other seller profile features.
- 2- Login Settings: Here you can update or change your Login credentials.
- 3- Your Info & Policies: Here you can customize pages about your business.

4- **Fulfillment by Amazon Settings:** Here you can edit the Inbound settings and the Products support settings.

#### **Account Info**

Account info is an option that will help you to update the following information:

- Payment Information: In here you can update your Deposit Methods (Bank Statement), Charge Methods (Credit Card), Charge Methods for Advertising (Alternate Credit card for advertising services).
- 2. Business Information: In here you can update any information related to your business like: Business Address, Display Name (Store Name), etc...,.
- 3. Shipping Settings: here you can update your Shipping settings, Easy Shipping settings.

| Payment Information                               |                    |
|---------------------------------------------------|--------------------|
| Deposit Methods<br>Charge Methods for Advertising | Charge Methods     |
| Business Information                              |                    |
| Legal Entity                                      | Business Address   |
| Language for feed processing report               | Merchant Token     |
| Display Name                                      |                    |
| Shipping and Returns Information                  |                    |
| Shipping Settings                                 | Easy Ship Settings |



#### **Account Info**

1. Tax Information: As a domestic seller, under UAE VAT Laws, you may either be required to register mandatorily (if your yearly turnover have crossed 375K AED (~100K USD), or may do so voluntarily. If you are VAT registered, you can update your VAT information from this option. If you are a non-UAE resident supplying goods in the UAE through Amazon's FBA channel, then you may be required to register for VAT purposes irrespective of the level of turnover from such sales. All international FBA sellers holding inventory in the UAE mainland for sale within the UAE are subject to a NIL VAT registration threshold. If you are a non-UAE resident participating in the Amazon Free-Trade zone FBA program then you may not be required to register for UAE VAT, subject to meeting some conditions. VAT registration obligation will be effective from the date on which you started making sales in the UAE. Please consult your tax advisor for specific advice regarding VAT registration obligations in UAE.

| Tax Information          |        |  |
|--------------------------|--------|--|
| Tax Registration Numbers | RFC ID |  |
|                          |        |  |

| Listings Status                | Going on a vacation?                                              |
|--------------------------------|-------------------------------------------------------------------|
| Current Status of<br>Listings: | Inactive (Listings <b>not</b><br>available for sale on<br>Amazon) |



#### **Account Info**

\* If you are unable to fulfill orders for any reason (for example, family emergency, inclement weather, going on holiday or vacation, and so on), you can change your Listings Status to Inactive. This will remove all of your listings from Amazon product detail pages and search results within one hour. If you have any Fulfillment by Amazon listings, they will remain active on Amazon.

\* You can still create and edit listings while your listings are Inactive. Additions and changes will be reflected on Amazon when you change your Listings Status back to Active.

\* When you are ready to sell again, change your Listings Status back to Active, and your listings will reappear within one hour.

| Tax Information          |        |  |
|--------------------------|--------|--|
| Tax Registration Numbers | RFC ID |  |
|                          |        |  |

| Listings Status                | Going on a vacation?                                              |
|--------------------------------|-------------------------------------------------------------------|
| Current Status of<br>Listings: | Inactive (Listings <b>not</b><br>available for sale on<br>Amazon) |



## **Login Settings:**

Login Settings: if you wish to change your login credentials like the email or password, you can go to settings- Login settings and update the information from there.

\*Note if you forgot your password, you can click on the forgot your password option, and then in the password assistance page you can enter the email address or mobile number associated with your account and you will receive a code that you can enter to reset the password.

#### Login & security





#### Your Info & Policies

Use these pages to add custom content about your business and policies to the Amazon website.

#### Fulfillment by Amazon Settings

Here you can edit the Inbound settings and the Products support settings.

#### Your Information & Policies

Use these pages to add custom content about your business and policies to the Amazon website.

To get started, simply select the page you want to review from the list below. Learn more

About Seller Seller Logo Shipping Privacy Notice Frequently Asked Questions Custom Help Pages

#### Fulfilment by Amazon Settings

| Inbound Settings                                      | (Edit)   |
|-------------------------------------------------------|----------|
| Show Restricted Items Warning:<br>Learn more          | Enabled  |
| Show Listing Approval Warnings:<br>Learn more         | Enabled  |
|                                                       |          |
| Product Support                                       | Edit     |
| Handle customer queries from Amazon.sa:<br>Learn more | Disabled |



#### Support & Help



# Become a Seller on Amazon Today

sell.amazon.ae

amazonservices