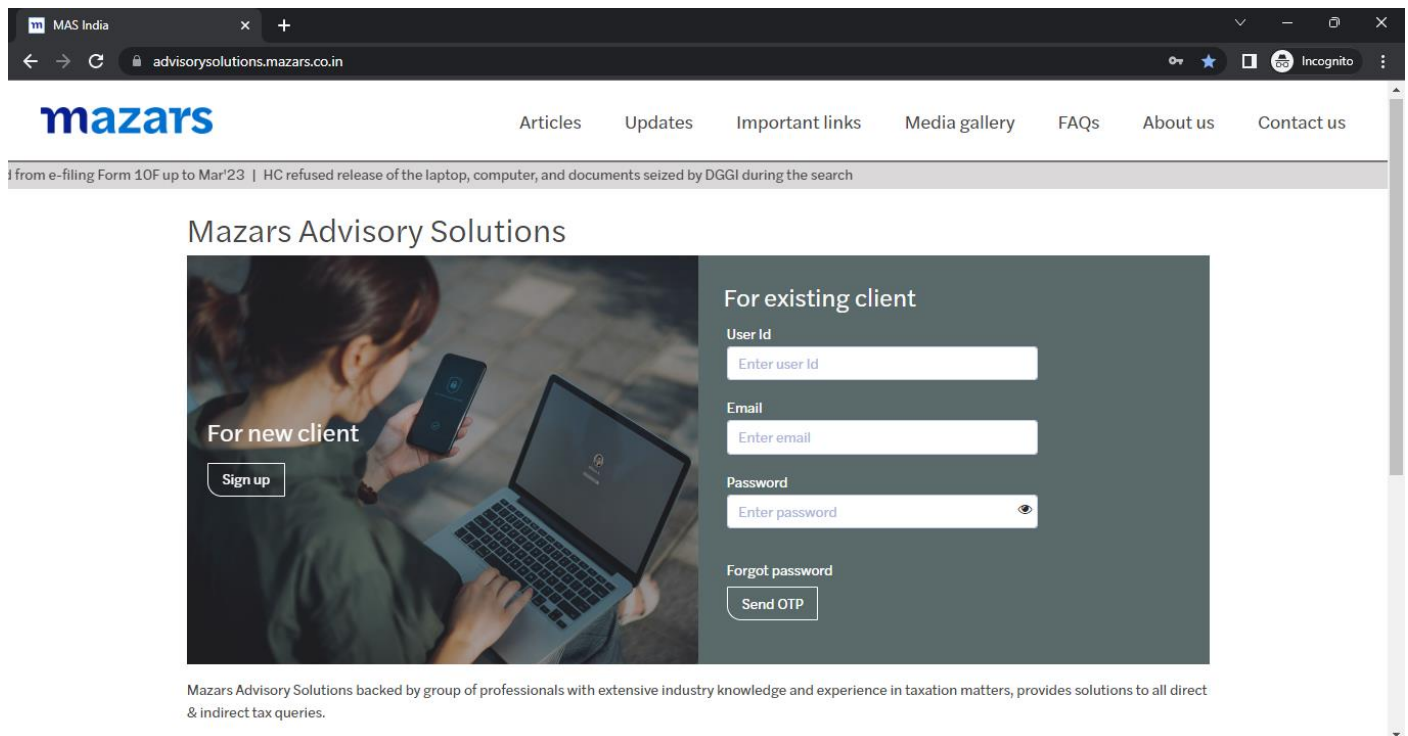


Visit: <https://advisorysolutions.mazars.co.in/>

(To post a query, visit Mazars Advisory Solutions portal by clicking above link.)



Mazars Advisory Solutions

For new client

Sign up

For existing client

User Id

Enter user Id

Email

Enter email

Password

Enter password

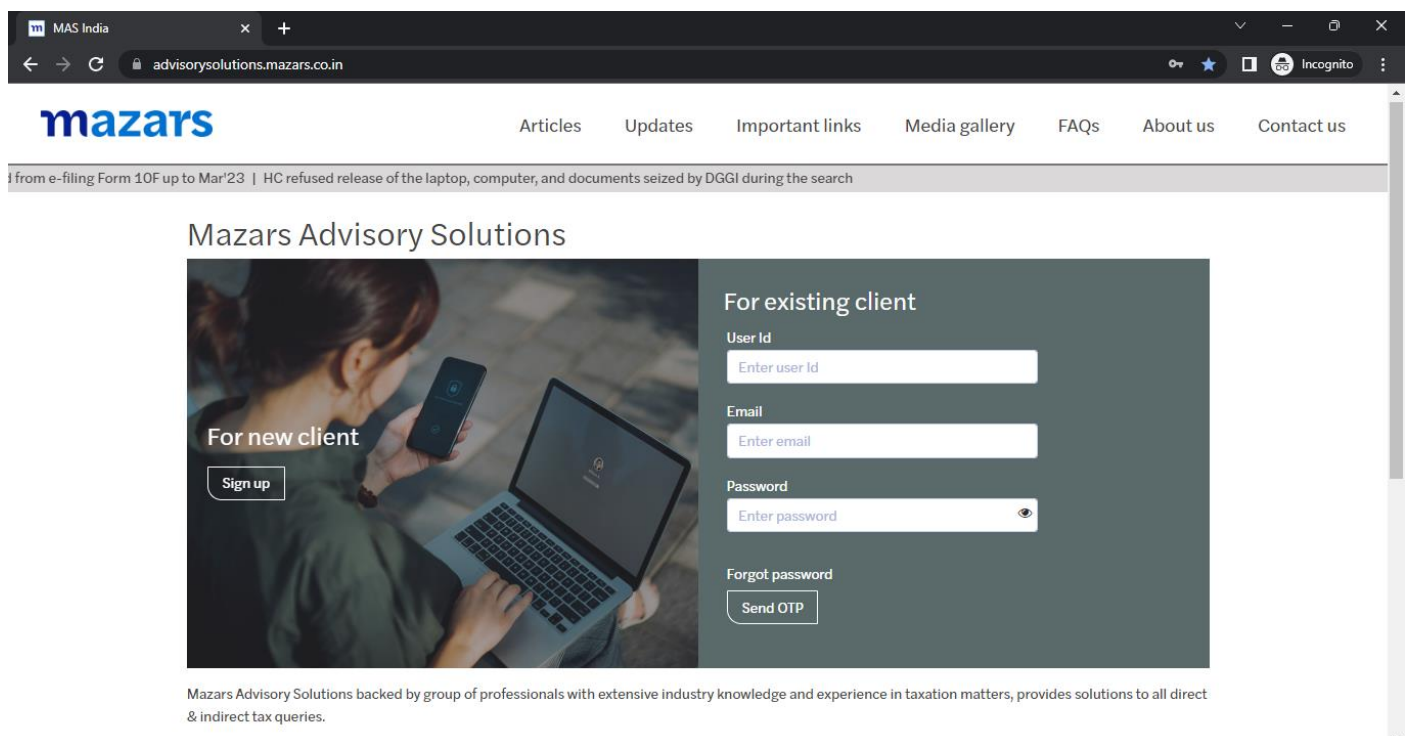
Forgot password

Send OTP

Mazars Advisory Solutions backed by group of professionals with extensive industry knowledge and experience in taxation matters, provides solutions to all direct & indirect tax queries.

For New Client: Click on **Sign Up**

(Click on sign up icon, mentioned below "For new client" to register.)



Mazars Advisory Solutions

For new client

Sign up

For existing client

User Id

Enter user Id

Email

Enter email

Password

Enter password

Forgot password

Send OTP

Mazars Advisory Solutions backed by group of professionals with extensive industry knowledge and experience in taxation matters, provides solutions to all direct & indirect tax queries.

## Provide your basic information to complete the registration.

(On clicking sign up for registration, following screen will open to enter basic information.)

The screenshot shows the 'Client registration' form on the Mazars website. The form is titled 'Client registration' and includes a help icon. It contains the following fields:

- User Id\***: Text input with placeholder 'minimum 6 alphanumeric characters (no special chara'.
- Name\***: Text input with placeholder 'Enter name containing no special characters'.
- Email\***: Text input with placeholder 'Enter your email'.
- Occupation/ Profession\***: Dropdown menu with placeholder '--select--'.
- Country\***: Dropdown menu with 'India' selected.
- State\***: Dropdown menu with 'Select...' selected.
- City\***: Dropdown menu with 'Select...' selected.
- Address**: Text input with placeholder 'Enter address'.
- Mobile number\***: Text input with a country code dropdown set to '+91' and placeholder 'Mobile number'.
- Zipcode\***: Text input with placeholder 'Enter zipcode'.
- GST number**: Text input with placeholder 'Enter gst code'.
- Password\***: Text input with placeholder 'Enter your password' and a toggle for visibility.

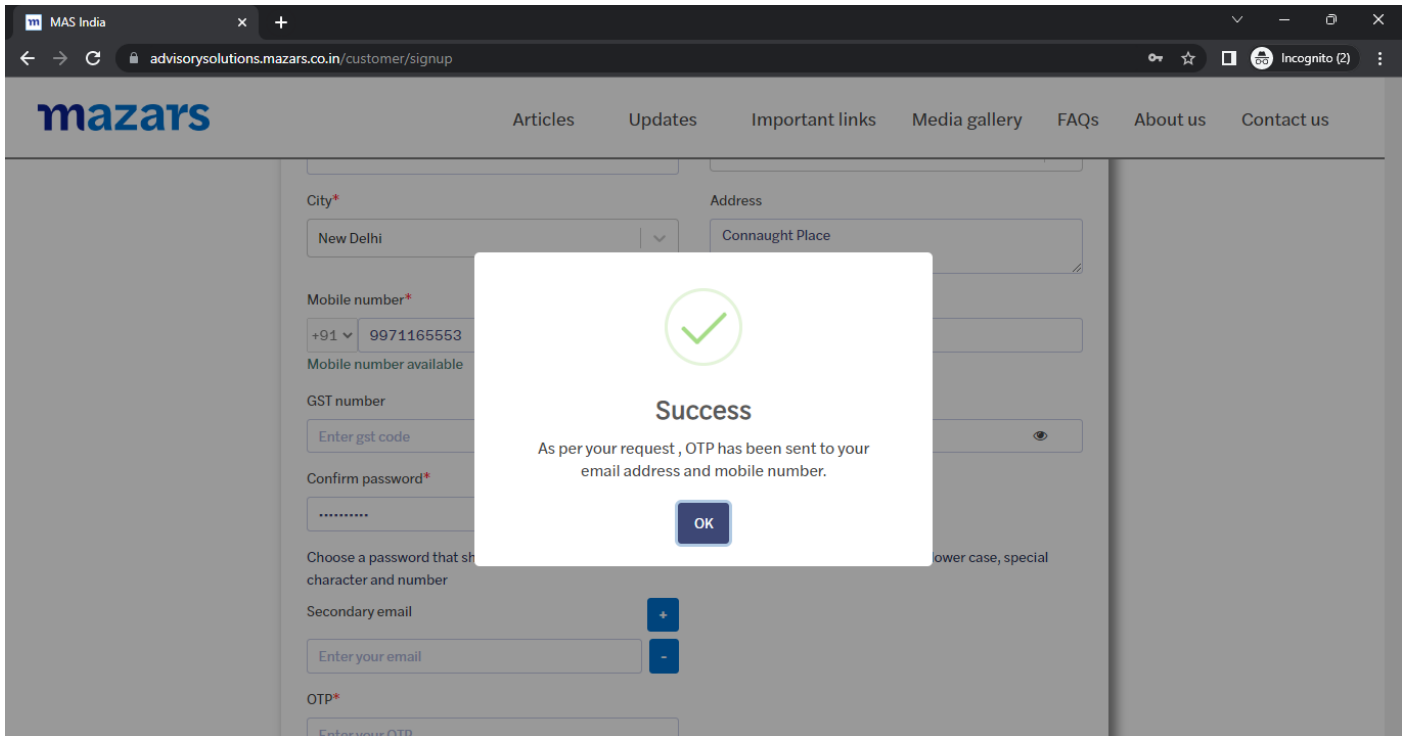
The screenshot shows the next step in the registration process, which includes a password confirmation field and a secondary email field.

- Confirm password\***: Text input with placeholder 'Confirm password' and a toggle for visibility.
- Choose a password that should be minimum of eight characters, including at least one upper case, lower case, special character and number**: Instructional text.
- Secondary email**: Text input with placeholder 'Enter your email' and a toggle for visibility.
- SEND OTP**: Button to send the OTP.
- Reset**: Button to reset the password.
- \*Mandatory**: Red text indicating that the fields are mandatory.

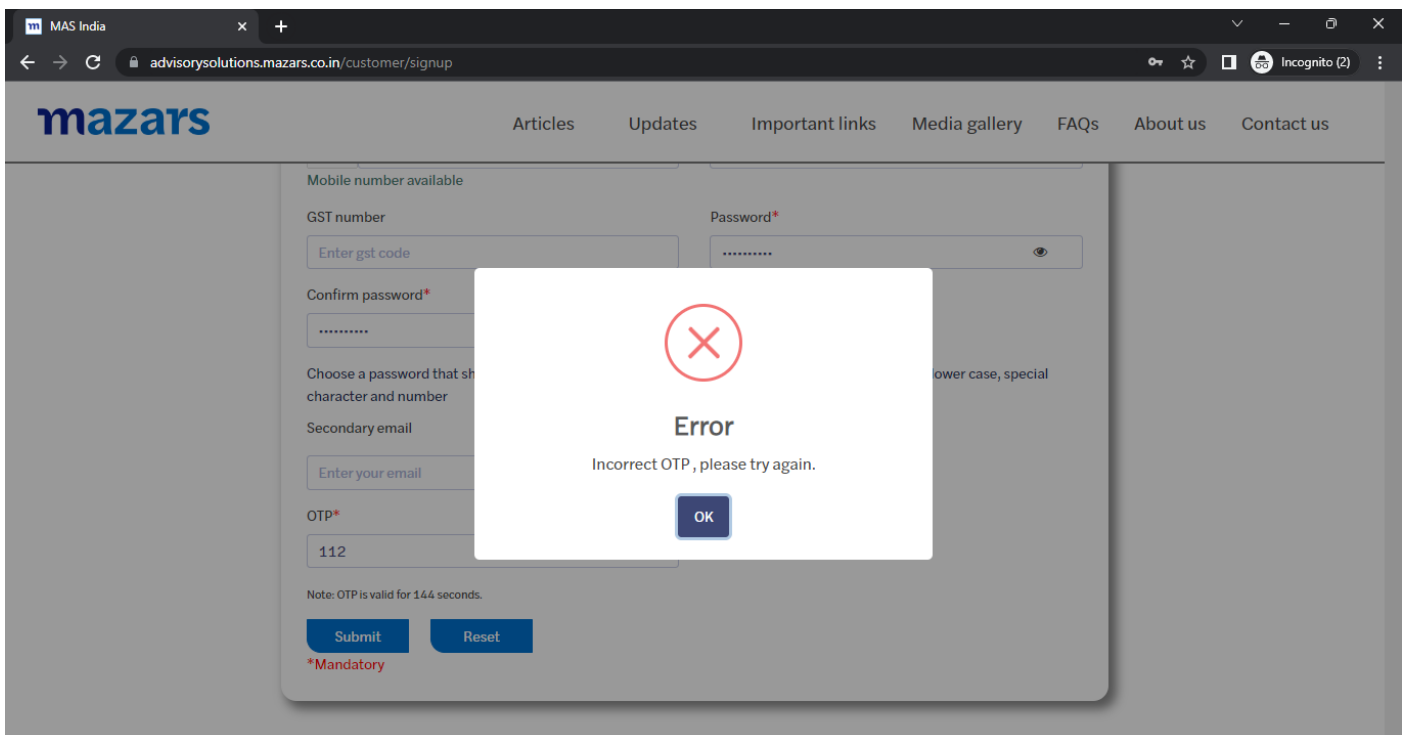
At the bottom of the page, there is a footer with social media links (Twitter, Facebook, Instagram, LinkedIn) and contact information: 'Enquiry | Contact us | About us | Need help?' and 'ISO 27001 certified | Copyright @2023 All right reserved'.

<b>User Id*</b>	<ul style="list-style-type: none"> <li>Enter minimum 6 alpha numeric characters (no special characters) to form a user id</li> </ul>
<b>Name*</b>	<ul style="list-style-type: none"> <li>Enter full name or any chosen name (no special characters allowed)</li> <li>For registration of business/entity, enter the legal name of the business/entity</li> </ul>
<b>Email Address*</b>	<ul style="list-style-type: none"> <li>Enter personal email address or the email address of any representative or authorized signatory of the business/entity</li> </ul>
<b>Occupation/Profession*</b>	<ul style="list-style-type: none"> <li>From drop down list, select your occupation/profession</li> <li>In case of business/entity, select the occupation/ profession of the representative or authorized signatory, who is registering for query</li> </ul>
<b>Country/State/City*</b>	<ul style="list-style-type: none"> <li>From drop down list, select the Country/State/City. City or State may also be entered/typed.</li> </ul>
<b>Address*</b>	<ul style="list-style-type: none"> <li>Enter complete address</li> </ul>
<b>Mobile Number*</b>	<ul style="list-style-type: none"> <li>Enter the valid numeric mobile number</li> </ul>
<b>Zip Code*</b>	<ul style="list-style-type: none"> <li>Enter the valid Zip Code or Pin Code</li> </ul>
<b>GST IN</b>	<ul style="list-style-type: none"> <li>Enter the valid 15-digit, PAN based Alpha Numeric GST IN number of the business/entity, if applicable</li> </ul>
<b>Password*</b>	<ul style="list-style-type: none"> <li>Choose a password that should be minimum of eight characters, including at least one upper case, lower case, special character and number.</li> </ul>
<b>Secondary Email</b>	<ul style="list-style-type: none"> <li>Enter email address of other person(s) of the organization entitled to work on the queries under the User Id code.</li> </ul>
<ul style="list-style-type: none"> <li>✓ After filling the above information, click on the <b>SEND OTP</b> icon.</li> <li>✓ An OTP will be sent to the above provided email address, valid for 180 seconds.</li> <li>✓ On entering the OTP, click on <b>Submit</b> icon to complete the registration.</li> </ul>	

After clicking on **SEND OTP** Success message will appear. Click ok and enter the OTP to register & click on **Submit**



If the OTP entered is incorrect then Error message window will appear showing “Incorrect OTP, please try again”



Upon successful registration of a new client, a welcome email will be sent by the Mazars Advisory Solutions team to the client email address and all secondary email users added by the new client.

In these emails, for future log in by such users, the User Id (common to all), specific email id (client email id or the secondary email id) along with unique password will be informed to such client and the secondary email users. With such credentials they will be entitled to log in the platform anytime & independently of each other. All users will have full capability to work on the queries under the common User Id.

