



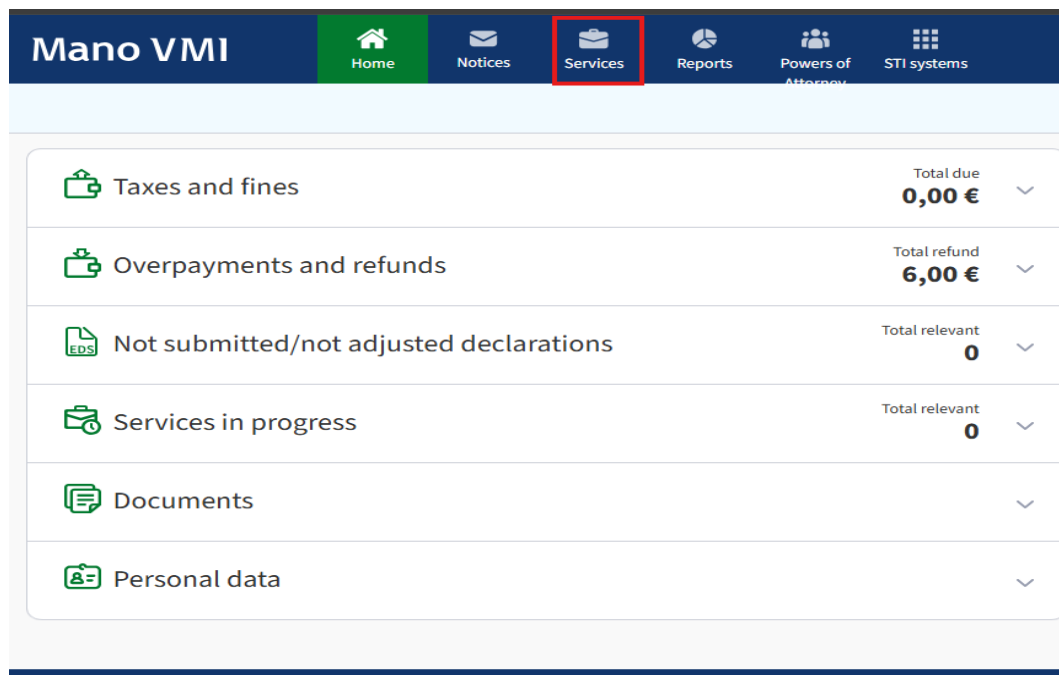
VMI Individual Activity Registration Guide (EN)

For MamChef chefs operating in Lithuania

This guide walks you through registering your Individual Activity on the State Tax Inspectorate (VMI) portal. Follow the steps carefully. Screenshots are included for clarity.

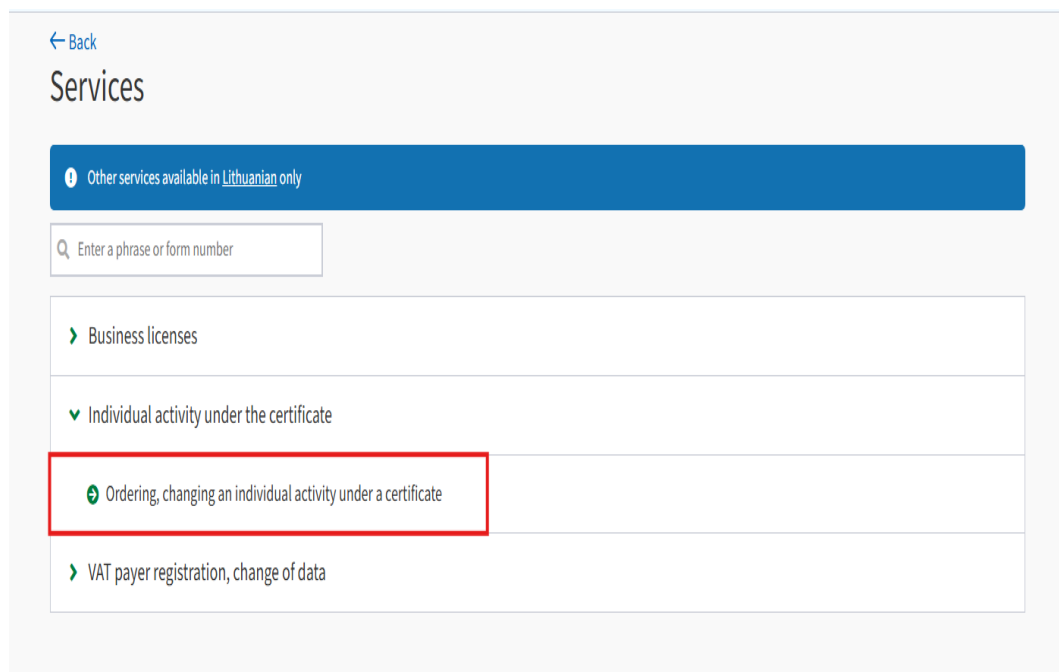
Step 1 — Open VMI

Go to the VMI website: <https://www.vmi.lt>



Step 2 — Log in

Click Prisijungti (Login). Choose Smart-ID, Mobile-ID, e-banking, or other e-identification.



Step 3 — Switch to English

After logging in, go to Mano VMI (My VMI). Scroll down and switch interface to EN.

Step 4 — Activity Registration

From menu select Services → Activity Registration. Then choose Ordering, changing an individual activity under a certificate.

Step 5 — Activity Details

Fill in required details. Select activity code 108900 (Food manufacture). Enter address, email. Skip representatives.

Step 6 — Attach Documents

Upload your Temporary/ Permanent Residence Permit scan or photo.

Step 7 — Submit

Review and confirm submission. Keep confirmation for records.

After Submission

Registration will appear in Mano VMI. Respond via portal if VMI requests additional info.

Tips & Notes

- If English menu is missing, continue in Lithuanian using provided labels.
- Desktop browser recommended.
- Clear scans/photos increase approval speed.
- Update your address in Mano VMI if it changes later.

Final Step: Once your registration is confirmed in Mano VMI, download your Individual Activity Certificate (PDF) and upload it to your MamChef profile to complete verification.