Onboarding

1. Go to https://my.jo1n.com/uaa/login page
2. Click to Register button to navigate to Onboarding page
3. Enter CIF to search field and click to search button
    a. CIF format - B-28946788/B28946788 (uppercase only)

You'll be redirected to Onboarding form **(all fields are required)**

Make sure you have all the necessary data before filling out the form

This form includes 2 sections such as:
1. Company information;
2. Point of Sale information.

Company information form includes

- Company registration details;
- Authorized person (you can add additional person);
- Owner or Top Manager (you can add additional Owner or Top Manager).

Enter all information about Company, mark checkbox to agree with Privacy Policy анв Terms of Use and click to **SEND TO VERIFICATION** button

As a result you'll see the confirmation window. Click "Confirm" button

Then you'll see blue text that that says

- "THE REGISTRATION REQUEST HAS BEEN SUBMITTED. WE WILL CONTACT YOU IF CHANGES ARE NEEDED"

Company information form is completed

Note: You can edit the information

1. *Click to needed field/s;*
2. *Edit information;*
3. *Click to **SEND TO VERIFICATION** button*

Point of Sale form includes

- Point details (you can add additional point if you have)

Enter all information about Point/s and click to **SEND TO VERIFICATION** button

As a result you'll see the confirmation window. Click "Confirm" button

Then you'll see blue text that that says

- "THE REGISTRATION REQUEST HAS BEEN SUBMITTED. WE WILL CONTACT YOU IF CHANGES ARE NEEDED"

Company information form is completed

Note: you can edit Point Details (same steps as for Company details editing)

Well done! All forms are completed and sand for verification.

WE WILL CONTACT YOU IF CHANGES ARE NEEDED