

Rate Card Account creation 3rd European Games

## Receiving application form

 NOC should have applied to receive an application form for Rate Card users. Only one person could be assigned to insert personal data, and this person would be delegated to contact the Rate Card team.

#### PLEASE REMOVE GIVEN DATA AND FILL WITH CORRECT ONES

COMPANY NAME:
XYZ
COMPANY ID (TAX ID):
XYZ
GIVEN NAME:
lohn
FAMILY NAME:
Smith
E – MAIL ADDRESS:
XYZ
PHONE NUMBER (including country code):
XYZ
COUNTRY:
XYZ
COMPANY ADDRESS (street, number, city, zip code):
XYZ

(Signature of Contractor's Contact Person)

Fig. 1 application form received by NOC

## Filling in application form

- All application forms should be filled out in capital letters only (apart from the email address). The form should be legible; otherwise, the application process may be prolonged. The form must contain the hand signature of the delegate.
- Each NOC should delegate only 1 person to contact the Rate Card team. The Rate Card team will only approach the person mentioned in the application form.

#### COMPANY NAME:

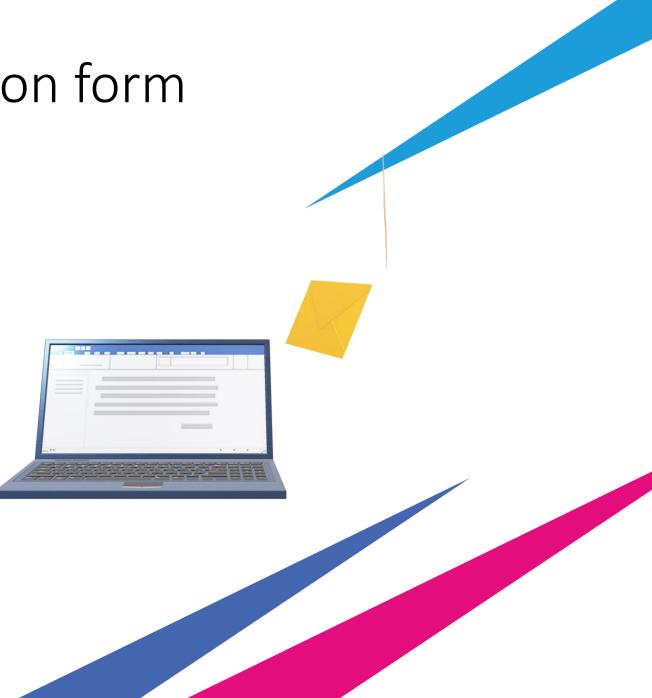
MI6 COMPANY ID (TAX ID): 123-456-789 GIVEN NAME: James FAMILY NAME: Bond E – MAIL ADDRESS: James.bond@exampleform.com PHONE NUMBER (including country code): +48 123 456 789 COUNTRY: United Kingdom COMPANY ADDRESS (street, number, city, zip code): 85 Albert Embankment; London; SE1 7TP; United Kingdom

(Signature of Contractor's Contact Person)

Fig. 2 Example of filled in application form

## Sending filled application form

 The filled-out application form should be sent to the following email address: <u>ratecard@ie2023.pl</u> or <u>nocservices@ie2023.pl</u>



### Account creation

• After receiving a correctly filled-out application form, the Rate Card team will proceed to create an account within 5 working days of receiving the application form. Within 5 days, the delegate would receive an email with a confirmation of account, and the email would contain the link necessary to create a password. Right after creating a password, the delegate would be able to login to their account.

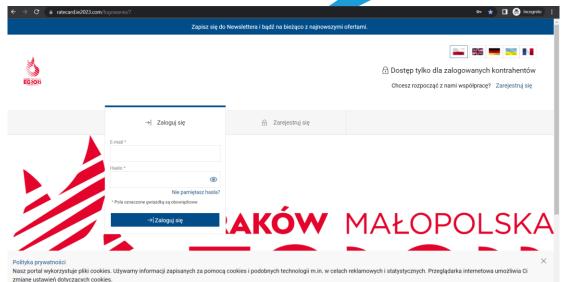


Fig. 3 Screenshot with login option

# we are unity

