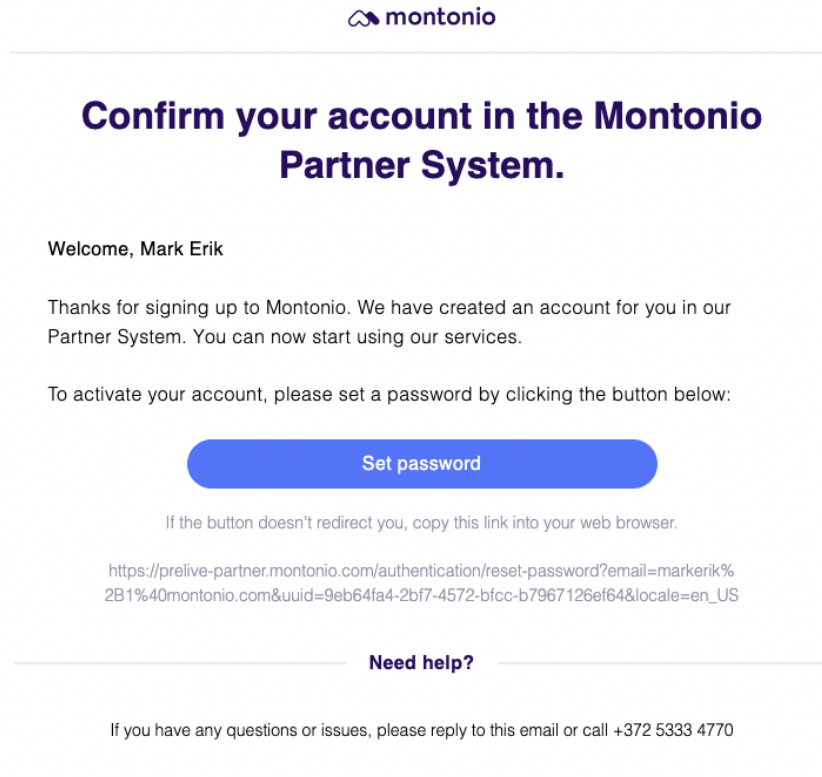


Step 1: Go to [Montonio onboarding](#) and fill out the business registration form (5-7min)

Step 2: After completing the onboarding, you'll receive an invitation to our partner system via email. Click "Set password" and you will be redirected to Montonio Partner System:



The screenshot shows an email from Montonio. At the top is the Montonio logo. Below it is a horizontal line, followed by the heading "Confirm your account in the Montonio Partner System." in bold purple text. The email is addressed to "Mark Erik" and thanks him for signing up. It instructs him to activate his account by setting a password. A blue button labeled "Set password" is centered. Below the button, a URL is provided for manual activation. A "Need help?" link is also present. At the bottom, contact information is provided: "If you have any questions or issues, please reply to this email or call +372 5333 4770".

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Confirm your account in the Montonio Partner System.

Welcome, Mark Erik

Thanks for signing up to Montonio. We have created an account for you in our Partner System. You can now start using our services.

To activate your account, please set a password by clicking the button below:

[Set password](#)

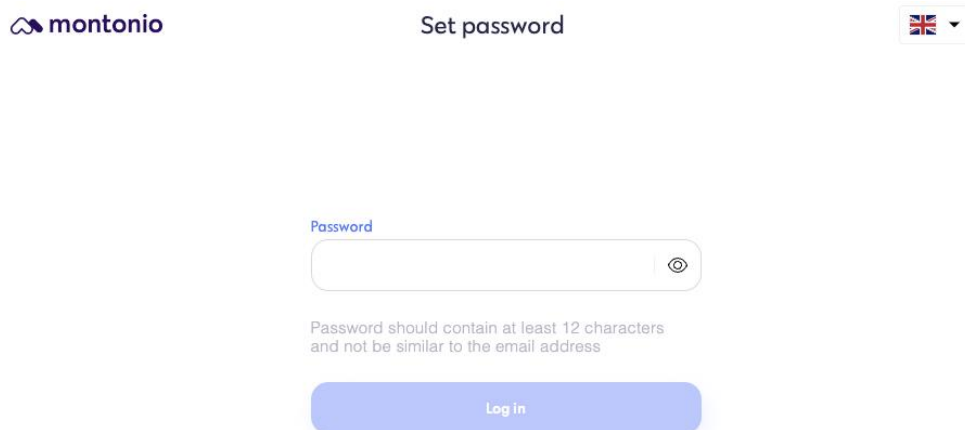
If the button doesn't redirect you, copy this link into your web browser.

https://prelive-partner.montonio.com/authentication/reset-password?email=markerik%2B1%40montonio.com&uuid=9eb64fa4-2bf7-4572-bfcc-b7967126ef64&locale=en_US

[Need help?](#)

If you have any questions or issues, please reply to this email or call +372 5333 4770

Step 3: Set password to log in:



The screenshot shows the "Set password" page in the Montonio Partner System. It features the Montonio logo, the title "Set password", and a language selector showing the UK flag. There is a "Password" input field with a toggle for visibility. Below the field, a note states: "Password should contain at least 12 characters and not be similar to the email address". A blue "Log in" button is at the bottom.

montonio

Set password

UK

Password

Password should contain at least 12 characters and not be similar to the email address

[Log in](#)

Step 4: Verification of the signatory person:

Welcome to the Montonio Partnersystem!

Following EU regulations, we are obliged to verify your identity as the signatory person of the company. Verify yourself via mobile-ID, smart-ID, ID-card or use video verification via Veriff.

You can choose a suitable eID verification method in the next step.

Veriff is compliant with CCPA, GDPR, SOC 2 Type 2, and WCAG Accessibility Guidelines.

Smart-ID, Mobile-ID, ID-card

Video verification

Step 5: You will be shown all the information you entered in the onboarding process. You can make the final changes if needed.

Step 6: Add copies of identification documents of all the beneficial owners with ownership of 25% or more:

Beneficial owner

First name *	Last name *
<input type="text" value="Mark Erik"/>	<input type="text" value="Kink"/>
Citizenship	Politically exposed person
<input type="text" value="Estonia"/>	<input type="text" value="No"/>
Personal code *	
<input type="text" value="39709161523"/>	
Don't have a personal code? Click here	
Front of an identification document (ID, passport, etc.)	
<input type="text" value="Click here to choose a file (jpg, jpeg, png, pdf)"/>	
Back of an identification document (ID, passport, etc.)	
<input type="text" value="Click here to choose a file (jpg, jpeg, png, pdf)"/>	
<input type="button" value="Add another beneficial owner"/>	

Step 7: add additional documents:

Files can be found in public business registry websites

File upload

Business registration certificate/Excerpt from business registry (required) *

Click here to choose a file (pdf)

Articles of association

Click here to choose a file (pdf)

Shareholder registry extract

Click here to choose a file (pdf)

Add another file

Final step: click “Confirm business details”

After that our AML/KYC team will review the application and activate payments for your business. In case of additional information is needed, we will contact you directly.

After onboarding is completed, you need to create a store and generate API keys in the Montonio system.

When creating a store and generating keys please note that you are in a live Montonio environment. Environment change can be done by clicking the **profile** → **change environment** buttons.



Switch between sandbox and production environments

Change environment

Account managers

Estonia - Kristofer, kristofer.harm@montonio.com, +37254220283

Poland – Pawel, pawel.starczak@montonio.com, +48691680480

Latvia – Kristians, kristians@montonio.com, +37129908519

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