

# ACCESSADGM COMPANY USER REGISTRATION

**ACCESSADGM** is a highly efficient, comprehensive and integrated online portal that provides you with a wide range of services and features to facilitate your visa, letter and permit requirements.

Visit **ACCESSADGM** portal by going to [www.access.adgm.com](http://www.access.adgm.com) and click on "Register As Company User"



Fill out the Company User registration form, define the user profile, and upload the following required documents:

- Passport copy/Emirates ID of Authorized Signatory
- Authorization Letter (template available on the Company User registration page)
- Passport copy/Emirates ID of delegated portal user

Click submit to complete the user registration. You will receive an email notification that your request is under process



Once your request is verified and approved, an email notification containing your login details will be sent to your registered email address

You can now login and enjoy access to all the available services under your user profile

