

Dear User,

You have decided to select ZealiD as a Qualified Trust Service Provider of the [EU-Trusted List](#) in order to identify yourself on eIDAS level and in this context also to be able to sign digitally qualified from now on.

Below, you will find instructions on how to quickly and efficiently identify yourself remotely through the ZealiD app in order to be able to sign on a qualified level.

Let us begin:

1.

First, activate the notifications, because you will be notified as soon as the registration process is completed. **ATTENTION:** A mobile device is needed that supports biometrics as Face or Touch ID.



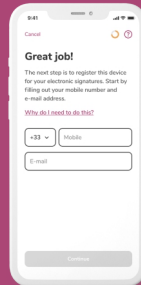
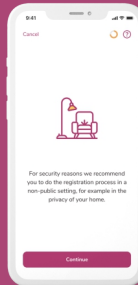
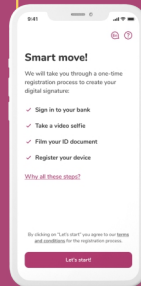
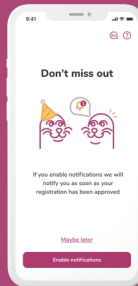
This also includes accepting the terms and conditions.



We recommend a private place for registration as an identity document and bank login are required.



Make sure that your mobile phone number and email address have been entered correctly. After a few steps, this is an important step to proceed with the registration. Because we have to make sure that you will only sign with this one device. (Security aspect).



2.

We move on to Bankident. Select the country and your bank. If you do not want to go this way, you can also choose the Video Ident procedure as an alternative.



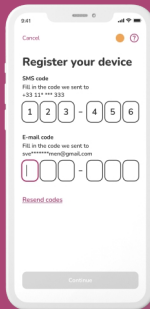
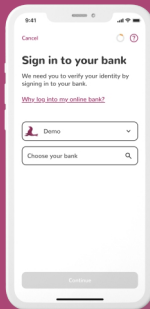
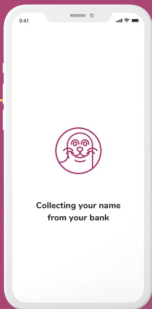
Why Bank LogIn? Simple. ZealiD will not structure and extract any data other than data collected for the purpose of identity verification. As soon as you log in with your bank login, we check whether the data you have entered matches that of your bank, because you have already had to identify yourself there once.



You remember? At the beginning, you submitted your mobile phone number and your email address. After the bank login, you will receive an SMS code and an e-mail code, which you then enter in the corresponding fields.



Once the codes are confirmed, allow ZealiD to select FaceID or TouchID as confirmation methods.



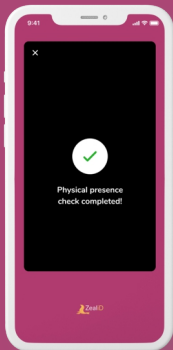
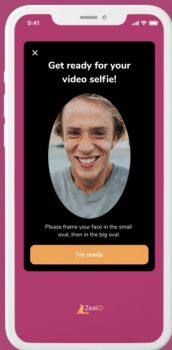
3. The next step is the so-called Liveness Check. To verify your physical presence, you must pass the Liveness Check.



Good lighting is important for smooth operation.



Move back and forth so that a 3D image of you is captured.



4.

It is almost done. Now select the type of document you will use in the next steps of the identity check. Choose between an identity card or a passport.



Once the document is selected, place it on a flat surface and make sure it is well lit. This contributes to a better image quality.



Place the document in the yellow frame.



As soon as the frame captures the ID Document, you can take the picture.

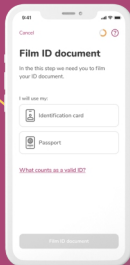


Make sure that the document is not blurred and that the information is easy to read.



One of the last steps in the registration process is the video sample. What is important in this step?

1. Follow the pattern displayed on the screen.
2. For ID cards it's required to film front and back side only once.
3. Try to imitate the pattern on the document. For ID Cards, on the back side, reverse video pattern is done. ATTENTION: For Passports it's required to do a video pattern twice on the same biodata page- second time is in reverse order.



5.

You have reached the last step for the time being, which still needs your interaction.



If you activate the notifications, you will be notified as soon as the registration process is complete.



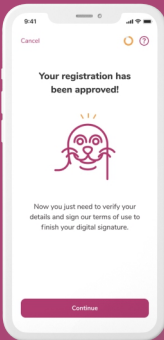
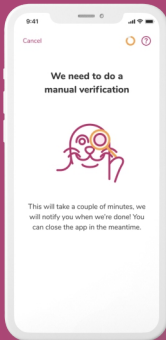
The Manual Vetting Team will now take over from here onwards.



Your data will be transmitted and manually checked again.



As soon as everything has been checked, you will be notified that the registration has been successful.



6. You have done it! In the last step, you will be asked to check once again whether the data you have submitted is correct.



For this, please tick the boxes to be checked. On the one hand you confirm that the transmitted data has been checked and on the other hand that you agree to the terms and conditions to use ZealiD as a qualified signature.



From now on, you can use ZealiD as a signature.

