



Account Creation	1.	After logging in to GRT, select IPOSS Token Redemption, then Account Creation	Note: Temporary access is granted for a 2 week period. For continued access, a Business Partner must be granted permission from the customer via Electronic Authorization Request, for the location associated to the Sold To/FL. For more information, please visit support.avaya.com/cat Note: In order to complete the Account Creation process for either scenario listed above, the user will need a Token that has not yet been redeemed and will be entered and validated during the process	Global Registration Tool
	2.	Select Country from drop down list and click Next	Note: The BPLinkID will be the used for registration purposes. This is auto populated based on login credentials provided by the user. If the user creating the account IS NOT the registration partner, enter the appropriate BPLinkID for the partner that will be performing registration	Corporate Free Source Actively a table
	3.	Enter the Account Address and select Search , which will initiate a search of existing Avaya records		
	4. - <i>Or</i> -	If any, the search results will display a list of similar records found, which are color coded and ranked, based on exact or potential match to address entered color coded based. In the case of requesting temporary access to an existing location, select the desired record and Next	Note: In the event duplicate records are returned, contact the local CMD team for assistance: EMEA - <u>emeacmd@avaya.com</u> Canada - <u>vitalservice@avaya.com</u>	Note: Note: Note: Addresses (sould) Note: Addresses (sould) Note: Note:<
	5.	If creating a new installation address, select Next		





 Enter the Token Number If applicable, enter the VAT numb (optional for locations in the Europ Union) Select Validate 	per Jean	Extension Constant SP B2 Unk02463 Legant Suggestions Represented Definition on the Web. End Customer Account creation End Customer Account creation End Customer Account creation End Customer Account creation TeleProtect Customer TeleProtect Customer TeleProtect Customer Token Number*: POSSA-MUNCET SUMFRUI End Customer Rame Best Trich Bakery Token Number*: POSSA-MUNCET SUMFRUI Token Validated Custor Token Number*: POSSA-MUNCET SUMFRUI Token Validated Token V
 Enter Contact Information for the customer Select Submit 	e end	Contact First Name*: Last Name*: Contact Email Address*: Phone Number*(First US/Canada, please enter 10 digit phone number): Bac Submit Cancel Corporate Press Room Avaya Labs/ Carcers! Site Map © 2013 Avaya Inc. [POSS GC RC1] Privacy Statement] Terms of Uss
 Account created successfully screed displayed and includes the account (aka Sold To, Ship To, or Function Location/FL) 	Image: Instant State St	e of Cengratelations, Account is created successfully Shor Tol Shor Tol Cengratelations, Account is created successfully Shor Tol Do
After which, the user can register IP Offi equipment via the standard Global Regis process	Ce Stration Note: The IP Office Equipment Registration steps include Insta Base creation and Technical Onboarding. The Technical Onboarding must be complete prior to proceeding with the Token Redemption. Once Technical Onboarding is complete, th assets are available immediately for Token Redemption	all BP Link 1D: 2443 (MOTE: This End Customer account has been TEMPORAELY associated to the identified BP Linkto for a geno The access will allow for Product Registration and Token Redemption (as required) to be completed. If permanent is a required please complete the Avays Support Pecky for access) IPVIII Total Composed Press Room] Avays Labs Careers Sice Map © 2013 Avays Inc. IPOSS GC RC1 Privacy Statement Terms of Use

Visit <u>support.avaya.com/iposstoken</u> for additional IP Office Token information