

QUICK GUIDE TO

Requesting Access to Stakeholders Applications

Summary – The Enterprise and Industry Stakeholders Portal is an interactive website intended to provide stakeholders with a secure central point of access to all Enterprise and Industry-related e-services. E-services includes, among other things, a number of industry-specific web applications. The following explains how to request access to these applications.

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I. Preliminaries

Register to the Portal

The Enterprise and Industry Stakeholders Portal is a secured website. In order to request access to any specific web application available from the portal, you first need to register to the portal itself.

Registration follows a 3-step procedure:

- 1) Enter your email address to register
- 2) Respond to an automatic registration confirmation
- 3) Login with the supplied password.

To register to the portal:

1. Go to the Internet address:
<https://webgate.ec.europa.eu/enterprise-portal>
2. Enter your email address in the Email box under '**Or register here**'.



3. Click **Register**.
4. You will now receive a message at your email address.
5. You have 48 hours to open the message and click the supplied hyperlink to confirm your request.
6. As a result of the confirmation, you will receive another message containing your password to access the portal.

Click the supplied hyperlink to complete the Login and Password boxes on the portal home page, and click **Login**.

II. Requesting access to an application

Once you have registered to the Enterprise and Industry Stakeholders portal, you can request access to specific applications offered on the portal.

To request access to an application:

- Go to the Internet address:
<https://webgate.ec.europa.eu/enterprise-portal>

[Tip] Add this address to your Internet Explore Favourites: select *Favorites > Add to favorites (Ctrl-D)*

- Enter your login information and click **Login**.
- From the portal Home page, click the "My Applications" hyperlink:



- Click the Request Access button on the appropriate application line in the *Available DG Enterprise & Industry applications* section:



- Complete the application form and click **Save**.

Personal information
As internal user, your main profile information cannot be changed. It is updated every night from common references databases.

Lastname: GUEBEL
Firstname: Martine
International org. (Organisation):
Organisation name: ENTR_R.3
Salutation:
Working area: EU-institution
Address: rue de la loi 200
Postal code: 1049
City: BRUSSELS
Region: BRU
Country: Belgium
Phone: +32 38568
Fax: +32
Email: Martine.GUEBEL@port.ec.europa.eu

[Save] [Cancel]

You will shortly receive an email message confirming your access to the selected application.

III. Support

Questions, problems, suggestions:

[ENTR STAKEHOLDER PORTAL](mailto:entr-stakeholder-portal@ec.europa.eu)
(entr-stakeholder-portal@ec.europa.eu)

