

Frequency Authorizations are granted to Companies which may be in the form of a Legal Entity or an Individual:

- a. with Greek VAT number and
- b. with non-Greek VAT number.

A. If your Company belongs to the first case (a), [please follow the instructions given in the video \(available in Greek\)](#).

B. If your Company belongs to the second case (b) please follow the general instructions below.

With the procedure shown below the account of the company is created with the details of the owner of the account. The owner of the account could also be the user that will handle the frequency authorization applications.

The owner of the account, after the approval of the account by EETT, could create additional users that will handle the frequency authorization applications as well.

The owner of the account could be a Procedural Representative in Greece.

1. Instructions for the registration of the entity:

- Select Registration and in the question whether your Company has a Greek VAT number select «No».



- Then, enter the owner of the account information and the company's information. Please enter, in the appropriate fields, the Registration Number of the Company in the country the Company is based and the General Authorization Number provided by EETT's eRegistry (<https://eregistry.eett.gr/>).

Attention! Don't tick the box «Existing Licensee»

- The owner of the account should enter the details of the authorized persons in the Company for technical and payment issues.
- In the section Authorized Person the fields should be filled in with the details of the Legal Representative of the Company.
- The part of Branch is not mandatory. It concerns multiple entities with one VAT Number.
- At the stage before submission the following required documents have to be attached:
 - a. A validated Solemn Declaration of the owner of the account that accepts the terms of registration and the use of the Portal of the SMS, according to the EETT Decision 1075/5/12-6-2023 "Regulation on the Rules of Operation of the Spectrum Management System (SMS) of the Hellenic Telecommunications and Posts Commission" (Governmental Gazette 4378/B/07-07-2023).
 - b. Legal document of company's incorporation (statute) and a copy of the Certificate of Board of Directors for the representation of the owner of the account, accompanied by Hague Apostille (for EU based countries) and its official translation in Greek carried out by a lawyer in Greece, or by the Greek Foreign Ministry's Department of Translation.

In case the owner of the account is the Procedural Representative in Greece, the notarial act of designation is required as well.

In case the company is outside EU, an additional document is required from the competent Greek tax authority that the company has taken all necessary actions/notifications before the above authority for the purpose of initiating activities for the provision of electronic communications networks and/or services. The owner of the account should have his residence in Greece.

c. Apart from legal entities, we may also have Individuals outside Greece. So the following must be provided as well:

- a. Copy of ID Card or passport.
- b. Certificate of tax registration for the commencement of business by the competent tax authority.
- c. Certificate of tax registration, of the country the company is based, which confirms the VAT number.

- At the final stage you submit the application for registration. EETT will inform you via email regarding the activation of the entity's account.

2. Instructions for the registration of additional users:

[You may follow the instructions given in the video \(available in Greek\).](#)

Alternatively, you may follow the instructions below:

- Login with the authorized credentials.
- Select «Sub-Account ID», press the sign «+» and provide the details of the additional users. Finally press «Submit»
- Then select Re-Invite from the three dots «...»
- The new user will be informed by email with his/her credentials.