



## **Alternative Dispute Resolution System**

# HOW TO COMPLETE THE PROFILE REGISTRATION APPLICATION?

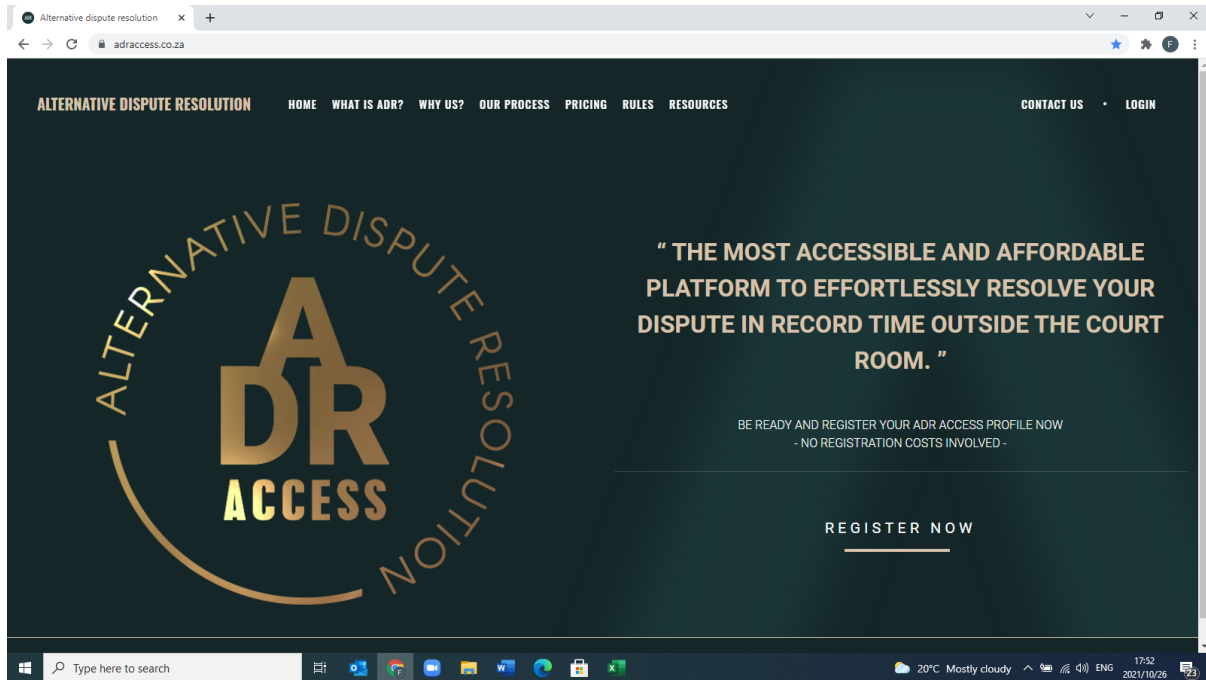
1 Nov 2021

ADR/TUTORIAL

## HOW TO COMPLETE THE PROFILE REGISTRATION APPLICATION?

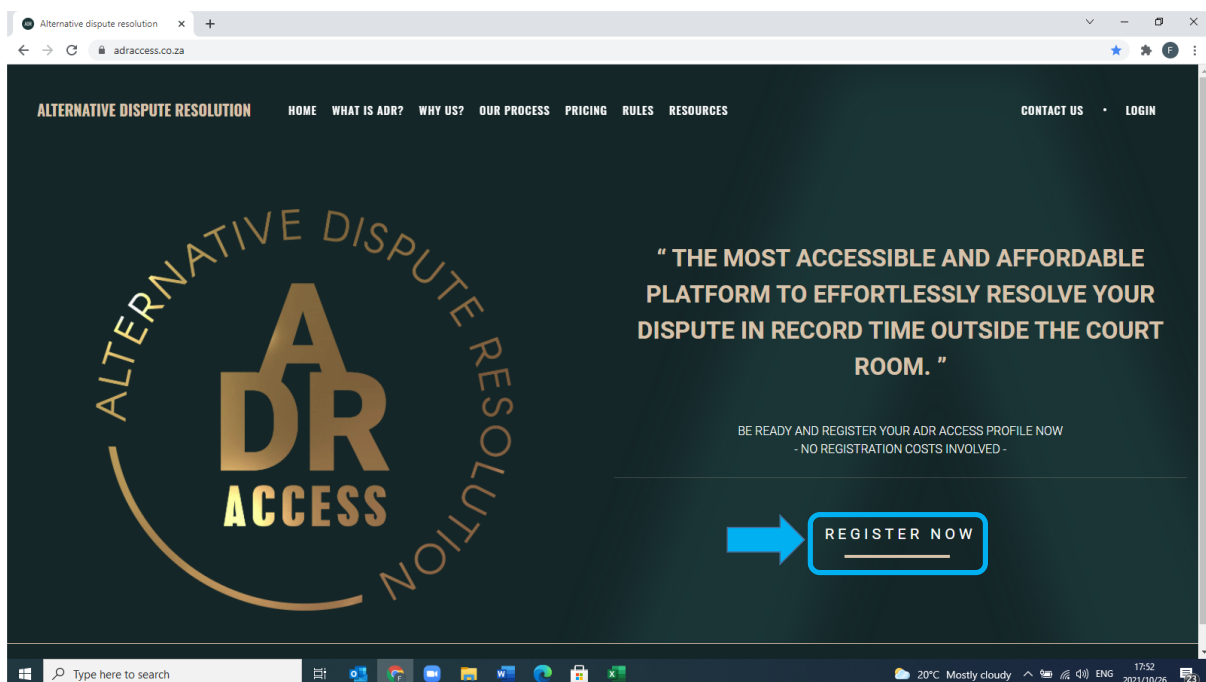
### STEP 1

- Go to the [www.adraccess.co.za](http://www.adraccess.co.za) website.



### STEP 2

- Then click on the **REGISTER NOW** button.



**STEP 3**

- Complete the information requested.
- Then click on the **SEND TO REGISTRAR** button.

ADRAccess - PROFILE REGISTRAR

adraccess.co.za/m/register.m

PROFILE REGISTRATION APPLICATION

APPLICANT DETAILS

Individual or Entity? \* Individual

First Name \* APP 8

Surname \* APP 8

Mobile No. \* 0767278868

Email \* applicant8@adrtest.co.za

ADR Access Clause No

Do you have an ADR Access clause in your written contract?

Message

SEND TO REGISTRAR

**STEP 4**

- The user will then receive a confirmation onscreen message informing him that he will be informed via email whether or not your application was successful or not.

ADRAccess - Thank You

adraccess.co.za/m/99Aj68-l.m

ALTERNATIVE DISPUTE RESOLUTION

SOUTH AFRICAN ALTERNATIVE DISPUTE RESOLUTION

BACK

THANK YOU

A REPRESENTATIVE WILL CONTACT YOU SOON

- Once your application has been reviewed you will receive an email informing you whether or not your application was successful or not.
- If your application is successful you will receive a link in the email requesting you to reset your password.
- Please use the temporary password supplied in the email to log in.
- You will be taken to a reset password page. Please use your email address and temporary password to log in.
- Once reset you will be in a position to log into your profile. Once logged in you will be prompted to supply additional information to complete your profile.
- Once your profile is complete you will be in a position to create and register disputes.