Training Module Two: Registering on the GSMA IMEI Db

April 2019, V2.0

All product names, model numbers or other manufacturer identifiers not attributed to GSMA are the property of their respective owners. ©GSMA Ltd 2019
Brand owner registration is the first step towards TAC allocation

1. Brand owner registration
2. TAC payment
3. TAC application
4. TAC certificate
Carefully complete the company details section:

- Company name
- Registered head office address
- Country where head office is located (dropdown menu)
- Business telephone number
- Company registration number
Carefully complete the company details section

- Do you manufacture and sell devices under your own brand name?
- Do you manufacture and sell devices under other companies’ brand names?
- Do you sell devices under your brand names, which are made by other manufacturers?
- Company registered brand name
- Company registered brand certificate number
- Is your company a GSMA member?
- Are you aware of GSMA IMEI Allocation and Approval Process TS06?

A copy of the brand registration certificate must be sent to the Reporting Body when requested

*Optional fields. Please complete as helpful for the Reporting Body
The main contact should be a director or a senior manager of the company.

- **Name** (title, first name and surname)
- **Job title**
- **Business telephone number**
- **Email**
- **Comments***

*Optional fields. Please complete a helpful for the Reporting Body.

This should be a director or a senior manager of the company.

Must be completed in international format.
The secondary contact may work for the company or may be the person tasked with requesting TAC.

- **Name** (title, first name and surname)
- **Job title**
- **Business telephone number**
- **Email**
- **Comments***

*Optional fields. Please complete a helpful for the Reporting Body.

This could be someone from a different company.

Must be completed in international format.
To complete the form, the terms and conditions must be accepted and then click submit.

- **Name** (title, first name and surname)
- **Job title**
- **Email**
- **Accept terms and conditions**

**Submit**
This will submit your application to your Reporting Body.

**Reset**
This clears all information and it will need to be entered again.

**Back**
This takes you back to the previous page and completed data will be cleared.

Ts&Cs
Once submitted, your application will be reviewed by the relevant Reporting Body.

Your allocated Reporting Body will review your application.

Reporting Bodies

You will need to amend and resubmit your application.

Approve

Or

On hold

Or

Reject

You will be sent an email with your login details.

This process is normally completed by the Reporting Body within two working days.
This document is part two of four TAC training modules

1. TAC and IMEI Rules
2. Registering on GSMA IMEI Db
3. Buying TAC Credit
4. Completing the TAC Allocation Request Form