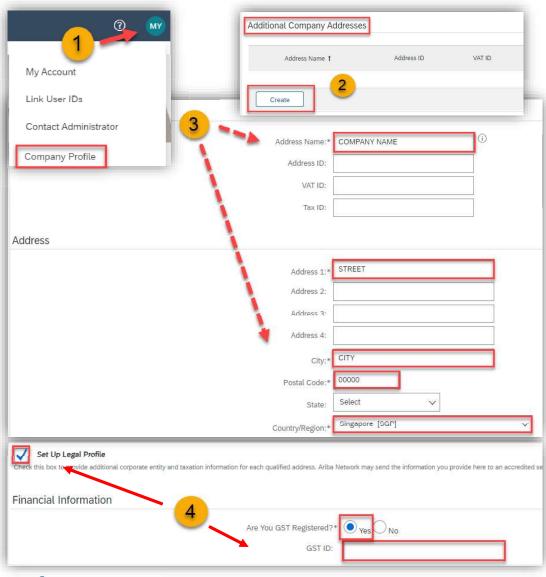
## **GST Profile**

If you are located in **Singapore**, **UAE** or **India** you need to set up a legal profile.



To set up a legal profile as a supplier in **Singapore**, **UAE** or **India**, follow these steps:

- 1) Click on **Initials** on the right up corner and choose **Company Profile**.
- 2) Go to Additional Company Addresses section and click Create.
- 3) Enter the Company Name in the Address Name field section and the following required fields in the Address section:
  - Address 1 Your company's additional branch address in SG/UAE/IN.
  - City.
  - Postal Code.
  - Country.
- 4) Select the **Set Up Legal Profile** check box. In the Financial Information section, select your option for the question **Are You GST Registered**?

  The field **GST ID** is mandatory if you are **GST Registered**. **Click Save.**

