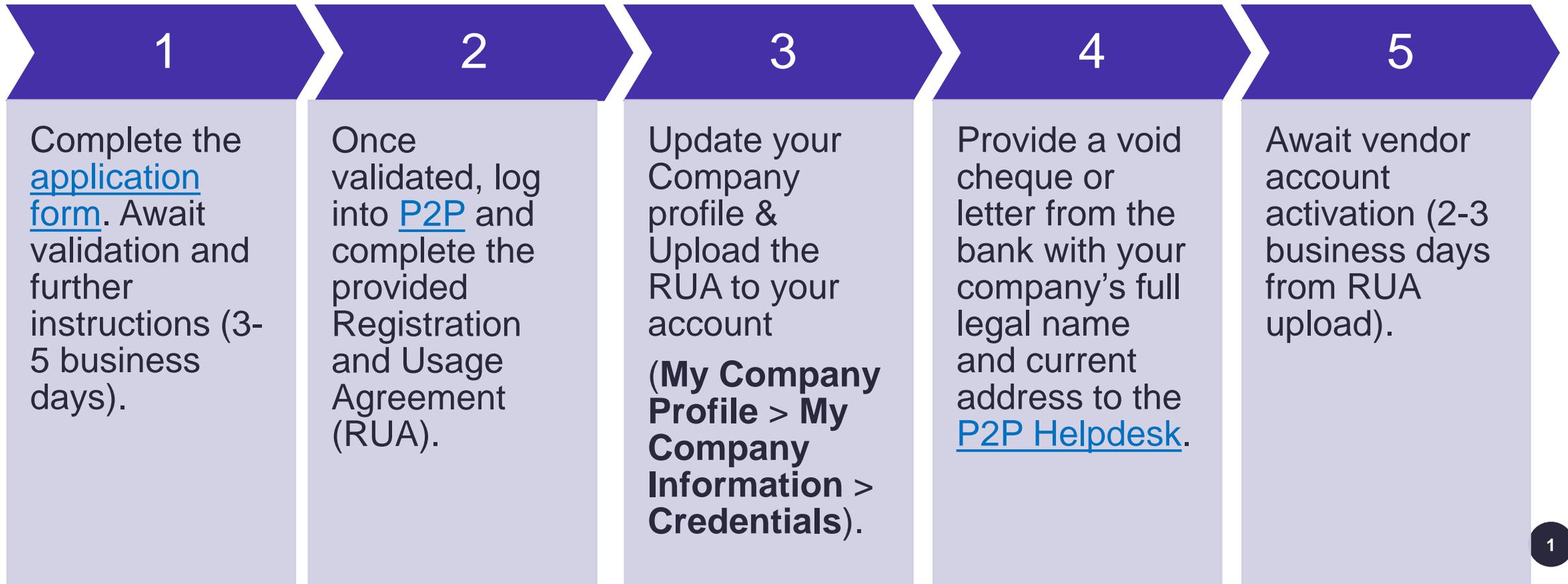


Procure-to-Pay (P2P) Solution Registration

Once you are registered in [Buy and Sell](#) and have a valid PBN (if you are a Canadian owned business), you will need a [Sign-In Partner](#) or GCKey account.

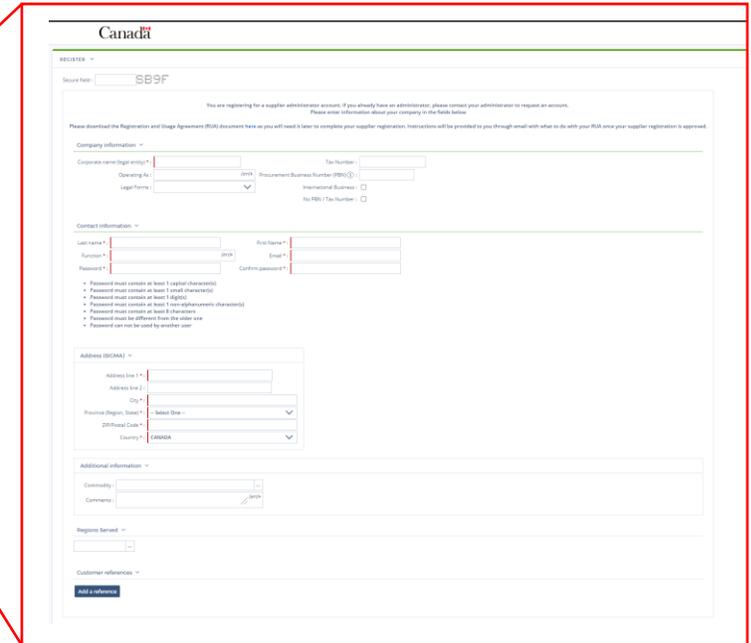
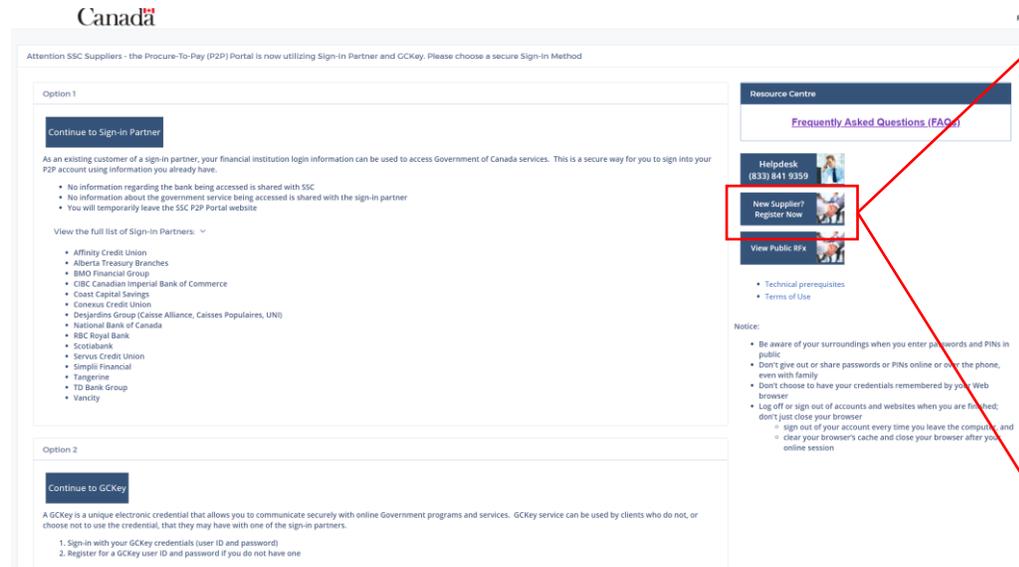
To register in P2P:



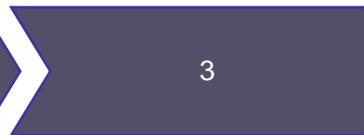
Procure-to-Pay (P2P) Solution Registration : Step 1



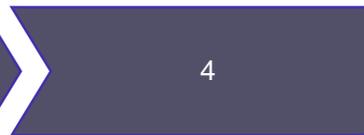
Complete the [application form](#). Await validation and further instructions (3-5 business days).



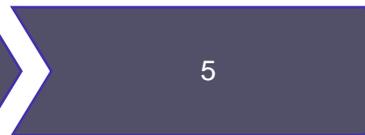
Once validated, log into [P2P](#) and complete the provided Registration and Usage Agreement (RUA).



Update your Company profile & Upload the RUA to your account (**My Company Profile > My Company Information > Credentials**).

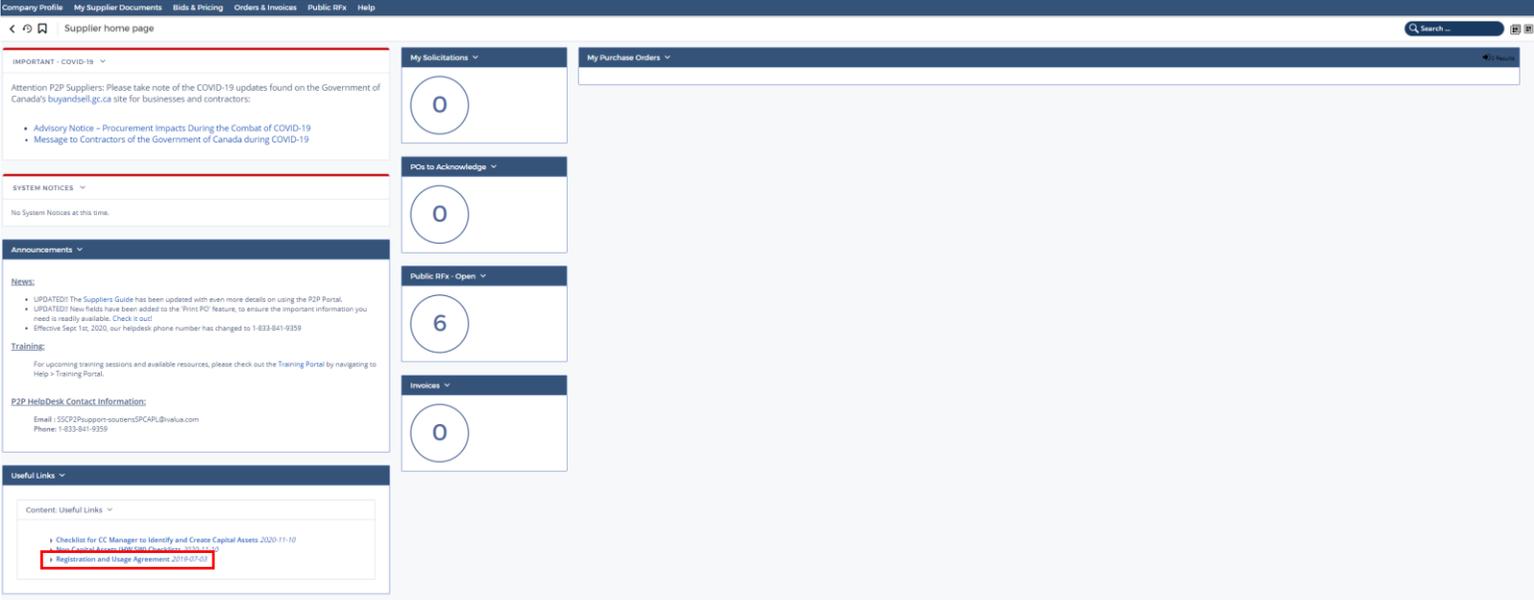
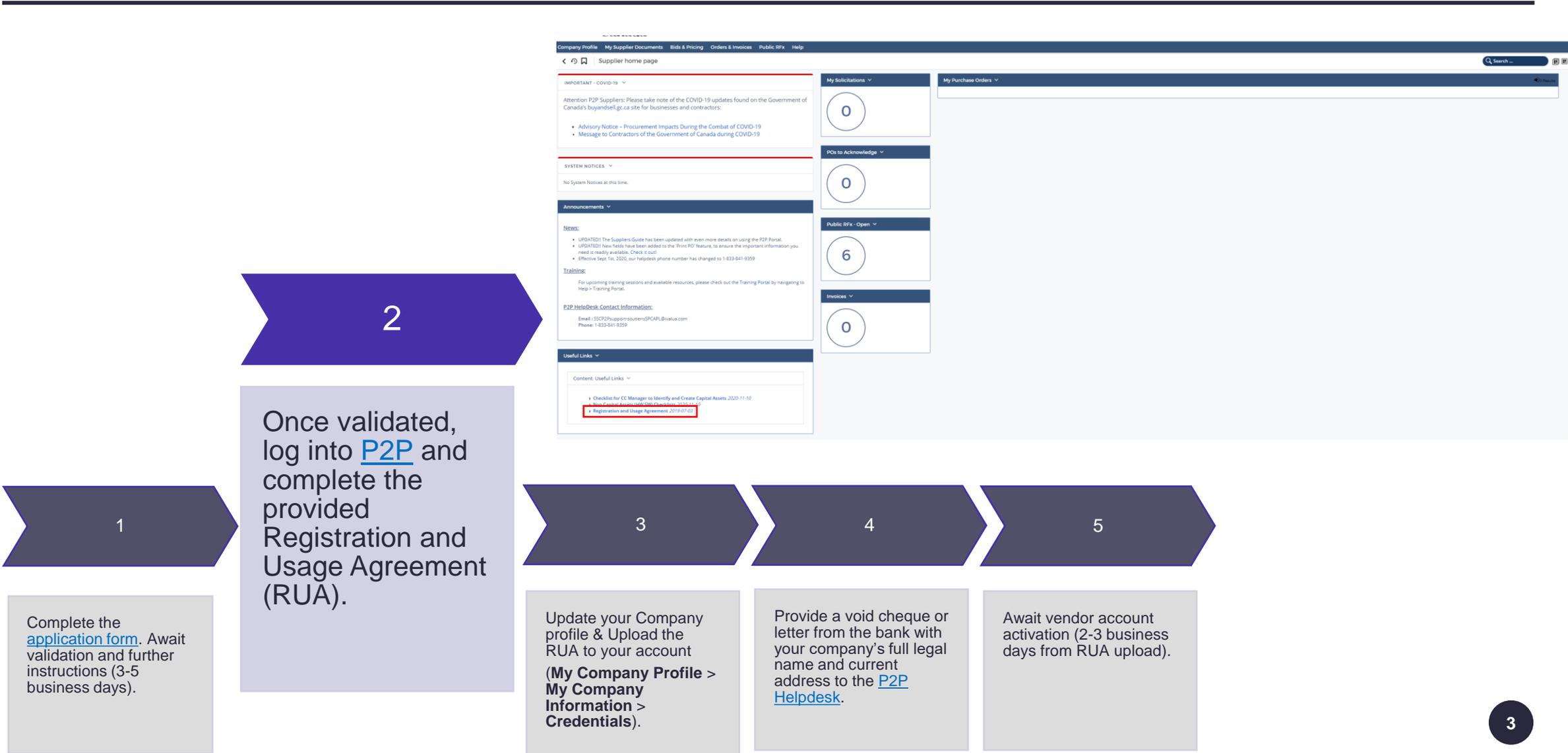


Provide a void cheque or letter from the bank with your company's full legal name and current address to the [P2P Helpdesk](#).



Await vendor account activation (2-3 business days from RUA upload).

Procure-to-Pay (P2P) Solution Registration : Step 2



Procure-to-Pay (P2P) Solution Registration : Step 3

Main **Administrative*** Contacts Credentials

Corporate Settings ▾

Legal form :

How many permanent employees do you have? :

Former public servant of Canada Government : Yes No

[Click for Socio-economic definitions](#)

Does your business fall within one or more of the target groups listed in the definitions above? * : Yes No Prefer Not to Answer

Small and medium enterprise (SME) : Yes No

Indigenous-owned business : Yes No

Women-owned business : Yes No

Women-led business : Yes No

Persons with disability-owned business : Yes No

Visible minority-owned business : Yes No

I have read and agree to the [Privacy Notice Statement](#) :

Government or 3rd Party IDs ▾

Tax ID Number :

Procurement Business Number (PBN) (I) :

Procurement Business Number (SIGMA) :

Site ▾

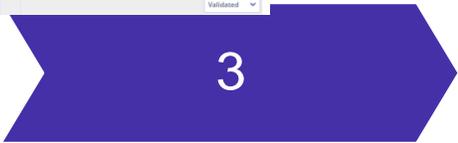
0 Result(s)

Main Administrative* **Contacts** Credentials

Supplier contacts ▾

[Add a contact](#)

Name	Send Login	Email	Phone	Call Phone	Fax	Title	Profile	Status
2021 June 10		email@nra.ca					Supplier	Blocked
Alpoverwood Tester		alpoverwood@donotuse.com					Supplier Admin	Validated
Englah A1		a1englah@donotuse.com					Supplier Admin	Validated
Francis A1		a1francis@donotuse.com					Supplier Admin	Validated
From Dupe		indupe@notestreply.com					Supplier Admin	Validated
John Doe		jd@donreply.com					Supplier Admin	Validated
Merge Test		mergestest@donotreply.com					Supplier Admin	Validated
Nom de famille Phenom		courne@ca.ca					Supplier Admin	Validated
sudf asdf		asudf@has.ca					Supplier Admin	Validated
Sub - Power Door		subpd@donotuse.com					Supplier Admin	Validated
Test A1 Power Door 3		abdoor@donotuse.com					Supplier Admin	Validated



Update your Company profile & Upload the RUA to your account (My Company Profile > My Company Information > Credentials).

ALERT(S) ▾

Add alert (I) : -- Select One -- ▾

⚠ SUP_AN005 Missing address

Main Administrative* Contacts **Credentials**

Keywords : State to date : 2021-07-19 Display archived documents :

Registration and Usage Agreement ▾

[Add registration and usage agreement document](#)

File link	Document type	Title	Begin validity date	End validity date	Owner	Status	Validation date	Alert date	Archive date	Request date	Filing date	Validity
	Supplier registration Document		2016-12-05	2026-12-30	Bikram Dhanoa	✓						●

1 Result(s)

Legal ▾

[Add a legal document](#)

0 Result(s)

Certifications ▾

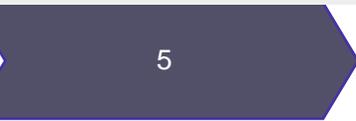
[Add a certification document](#)

0 Result(s)

[Add other document](#) ▾



Provide a void cheque or letter from the bank with your company's full legal name and current address to the [P2P Helpdesk](#).



Await vendor account activation (2-3 business days from RUA upload).

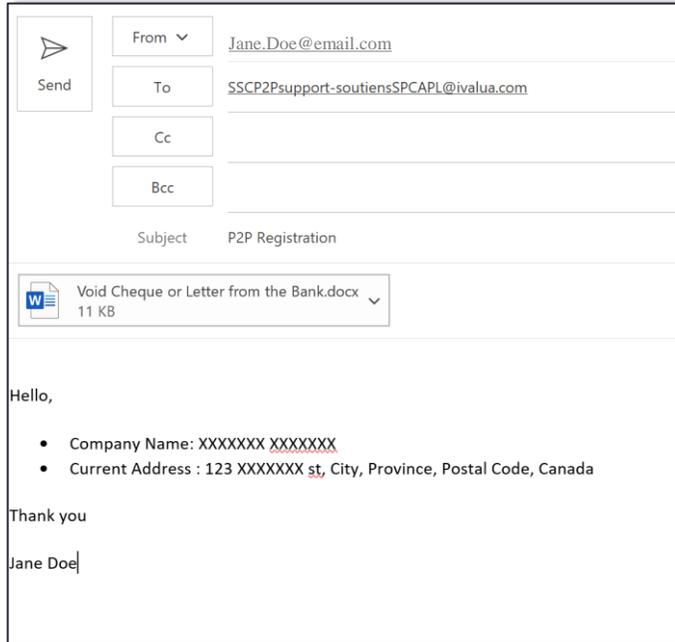


Complete the [application form](#). Await validation and further instructions (3-5 business days).



Once validated, log into [P2P](#) and complete the provided Registration and Usage Agreement (RUA).

Procure-to-Pay (P2P) Solution Registration : Step 4 and 5



Send

From

To

Cc

Bcc

Subject P2P Registration

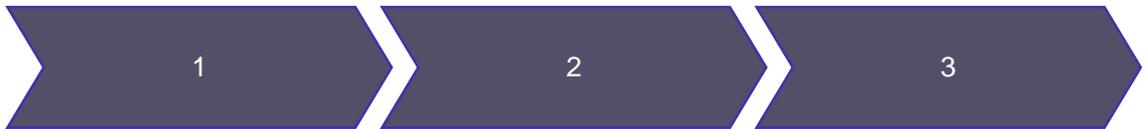
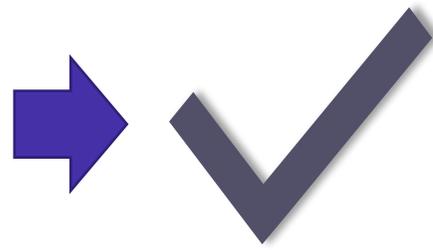
 Void Cheque or Letter from the Bank.docx
11 KB

Hello,

- Company Name: XXXXXXX XXXXXXX
- Current Address : 123 XXXXXXX st, City, Province, Postal Code, Canada

Thank you

Jane Doe|



Complete the [application form](#). Await validation and further instructions (3-5 business days).

Once validated, log into [P2P](#) and complete the provided Registration and Usage Agreement (RUA).

Update your Company profile & Upload the RUA to your account
(My Company Profile > My Company Information > Credentials).



Provide a void cheque or letter from the bank with your company's full legal name and current address to the [P2P Helpdesk](#).

Await vendor account activation (2-3 business days from RUA upload).