

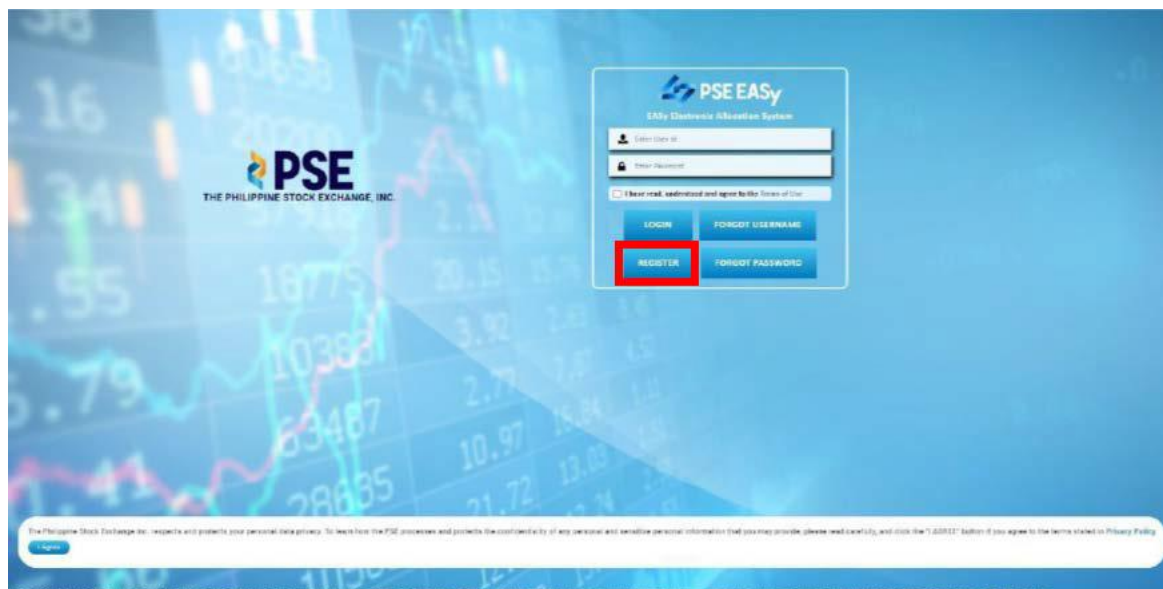
## Annex “B”

### HOW TO CREATE A PSE EASy ACCOUNT

#### 1. REGISTRATION

**STEP 1.** Go to <https://myeasy.pse.com.ph>

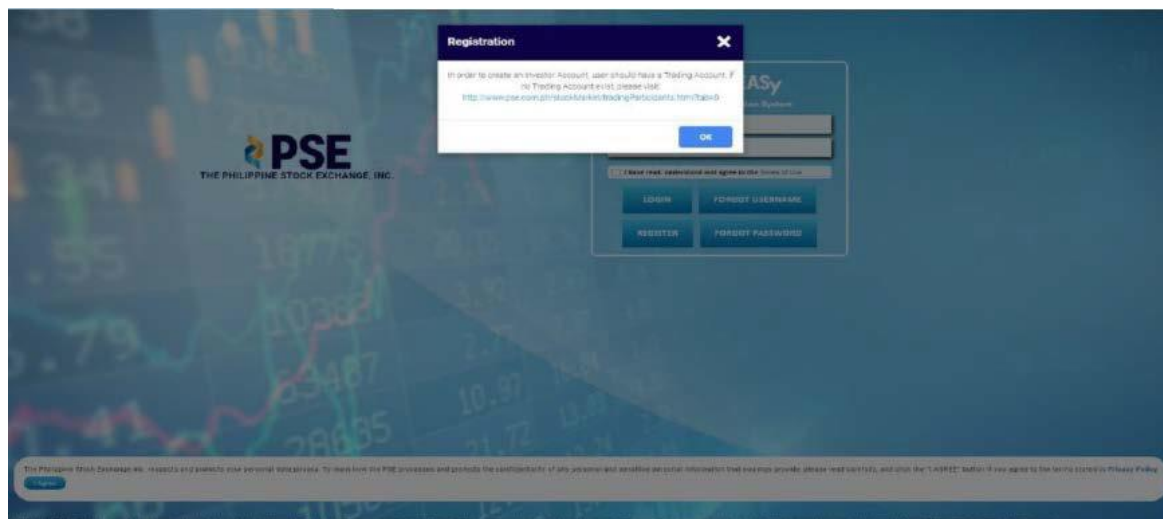
**STEP 2.** Click on the “Register” button in the login page.



Note: Only investors that have trading accounts with PSE Trading Participants will be allowed to proceed with the PSE EASy registration or account creation.

**STEP 3.** Upon clicking the “Register” button, a pop up window “Register” will be displayed. User should answer if he has a trading account.

**STEP 4.** If the Investor has no Trading Account and ticked the “No” checkbox, a message will prompt: “In order to create an Investor Account, user should have a Trading Account. If no Trading Account exists, please visit: <https://www.pse.com.ph/directory/>



**STEP 5.** If the investor has a Trading Account and ticked the “Yes” checkbox, the “Investor Type” field will be enabled. All required fields are marked with a red asterisk ‘\*’.

**STEP 6.** Input the required information.

Information	Check
Username	Username should not match any existing username
Password	Password should be at least 8 characters long with at least 1 uppercase letter, 1 number and 1 special character
Re-confirm Password	Should match the encoded Password
Birthdate	User should be at least eighteen (18) years old
Email Address	Email should be properly formatted (i.e. <b>abc@abc.com</b> )
Mobile Number	Should be 10 digits

User can attach photo by clicking “Choose File” button, select self-face photo and then, click “Open” button. The photo will be uploaded.

User will click the Terms of Use and tick the checkbox to confirm that the information provided are true and correct, and user has read and accepts the terms of use.

**STEP 7.** Tick “Terms of Use” checkbox and then click the “Register” button to save the account information.

**Note:** If the “Cancel” button is clicked, a confirmation message will be displayed “Are you sure you want to cancel your registration?” If the user clicks the “Yes” button, the “Register” window will be closed. Encoded data will not be saved. If the user clicks the “No” button, the window for account creation will close and the process will not proceed.

**STEP 8.** A confirmation message will be displayed as follows: “Registration Success. Please check your email for activation.” Click the “OK” button.

**STEP 9.** Open your registered email and open the email received from mypse.com.ph. Click the link provided in the email to activate your PSE EASy account.

## Account Activation Inbox x



no-reply@mypse.com.ph

to me ▾

Hi Dela Cruz, Maria ,

Thank you for registering and creating an account

Before you log in and begin with the application, please verify your account by clicking the link

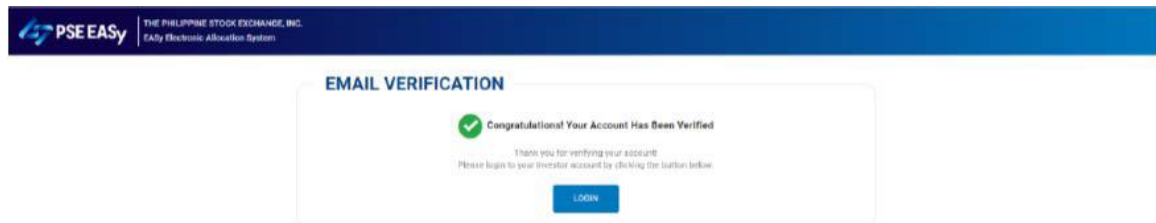
<https://myeasyuat.pse.com.ph/verifyAccount?verify=luIKq3LBCutGgj0RM0hY1%2b0Px%2fkltKz7cEKGRkQ2CYVmDZKW&id=U52033>

Reply

Forward

**STEP 10.** Upon clicking the link, an “Email Verification” page will be displayed with the following message: “Congratulations! Your Account Has Been Verified. Thank you for verifying your account! Please login to your Investor account by clicking the button below.”

Click “Login” button.



**STEP 11.** Upon logging in, a confirmation message will be displayed: “Your account has been verified and is pending validation by your nominated Trading Participant.”

