

## How to sign up for a DCash Merchant account

To create an account or register for the DCash Merchant application, you will need the following information:

- The code from your bank. The code can be requested in person from your financial institution and is sent to you via email.
  - The bank account number associated with your business
  - A valid email address
  - Your business phone number
1. On the DCash Merchant application home screen, tap **Sign Up**.
  2. Tap **Sign up With Code**.
  3. You can either scan the QR code that you received from your financial institution, copy and paste the code, or enter it manually. Using one of these methods, enter the code.
  4. On the **Scan Code** screen, tap **Continue**.
  5. On the **Code Registered** confirmation screen, confirm the information and tap **Continue**.  
**Note:** If the information on this screen is incorrect, contact your financial institution.
  6. Enter your **Business Email** address and **Business Phone Number**.
  7. Next, create and confirm a password for your account. Passwords must be at least 12 characters long and can be any combination of letters, numbers or characters. We recommend a strong password that cannot be easily guessed. When you're done, tap **Continue**.
  8. On the **Business Information** screen, enter your **Legal Business Name** and your **Trading Business Name**. Select your **Business Type** and **Business Category** and then tap **Continue**.
  9. Enter your **Bank Account Number** and the name of the **Authorized Signer** for your business. Tap **Continue**.
  10. On the next screen, confirm the registration information and agree to the **Terms of Service**.
  11. Tap **Submit Application** to submit your application. It generally takes 1-2 business days to verify your information and activate your account. You'll receive an email at the address provided when the process is complete.