



Access management - Instructions

Only **notaries, lawyers and organisations** can order accesses for new employees and remove accesses for existing employees that are no longer required. The access data for new accesses will continue to be sent by post. Removed accesses are deactivated immediately. **Employees with access rights cannot manage the user data.**

Welcome to the eZTR

Max Mustermann

On this web application you can place electronical assignments with the Register (inquiries, registrations, modifications, deletions). The Register checks your orders in the previous extent (combined Search, multiple-check, database for cities and countries, etc.) and afterwards sends you a confirmation of your assignments (dossier ZTR).

To give a new assignment or look at already registered dispositions go to the menu item «Dispositions». All of the assignments that have been executed by the ZTR and all of the invoices can be viewed under the menu item «Assignments».

Overview of your assignments and invoices

	Pending assignments	Executed assignments	Invoices
Mustermann Max	0	0 (0 unread)	0 (0 unread)



Request new access

Access management

On this page, accesses can be ordered for new employees and accesses that are no longer required can be removed. The access data for new accesses are sent by mail. Removed accesses are deactivated immediately.

Please select the customer whose access permissions you wish to manage.

Browse list

Surname

Given names

Status

List of access rights: Max Mustermann

Total: 3 | << < Page 1 / 1 > >> | #

▲ Surname	Given names	Status	Since	
Mitarbeiter	Herr	Requested	19.04.2022 10:53:33	<input type="button" value="Cancel request"/>
Mitarbeiterin	Frau	Active	06.04.2022 11:34:32	<input type="button" value="Remove access"/>
Mustermann	Max	Active		

Total: 3 | << < Page 1 / 1 > >> | #

Cancel request

Access management

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Remove access

Access management

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Please select the customer whose access permissions you wish to manage.

Max Mustermann

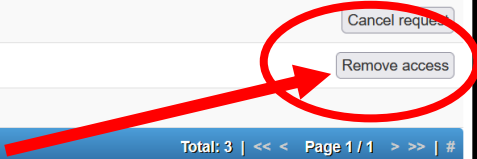
Select

Browse list

Surname	Given names	Status	Search	Request new access
<input type="text" value="Surname"/>	<input type="text" value="Given names"/>	<input type="text" value="v"/>	<input type="button" value="Search"/>	<input type="button" value="Request new access"/>

List of access rights: Max Mustermann Total: 3 | << < Page 1 / 1 > >> | #

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