This summary is not intended to be exhaustive nor should it be construed as legal advice. It is intended primarily as a general overview for introductory purposes.

**SABER importer portal registration required information**

Here listed the details of required information for registering an importer account on SABER system.

|  |  **Required ResponsiblePersonnel Information（必填）** |  |
| --- | --- | --- |
| 1 | Full name(进口商全名) |  |
| 2 | Email address（邮件地址） |  |
| 3 | Mobile Number（进口商电话）**Notes**: Only Saudi Arabia mobile number starting with 05 is accepted（仅接受沙特当地号码） |  |
| 4 | Identity number（进口商个人信息）**Notes**: Either one of the following 3 types of identity is needed（三选一） | Iqama number（居住证号码） |  |
| National ID number（身份证号码） |  |
| Passport number（护照号码） |  |
|  |  **Required Company Information（必填）** |  |
| 1 | CR number（营业执照号码） |  |
| 2 | CR Expiry date (either in Hijri or Gregorian format)（营业执照有效期） |  |
| 3 | Organization name（公司名字） |  |
| 4 | Facility Type（企业类型）**Notes:**Only the following types are accepted（仅接受三种类型） | Factory or production unit（沙特工厂） | ☐ |
| Importer（进口商） | ☐ |
| Importer or Distributer Contracted with Factory（沙特分销商） | ☐ |
| 5 | Responsible Manager Name（负责人名字） |  |
| Please provide the following items as attachment alongside with this form |
| 6 | Signature of the Facility Responsible Person （负责人签名及图片）**Notes:** In .jpeg or .jpg or .png |
| 7 | Facility Stamp Image（进口商盖章图片）**Notes:** In .jpeg or .jpg or .png |
|  |  **Optional Company Information以下资料选填** |  |
| 1 | Address（地址） |  |
| 2 | Zip Code（邮政编码） |  |
| 3 | Phone（电话） |  |
| 4 | Fax（传真） |  |
| 5 | PO box（邮政信箱） |  |