Ordering and activating a transaction code for new customers in Posti SmartShip

Registering for the business customers' service channel

You need a Posti transaction code to use Posti SmartShip. You can use the same transaction code for all services in the service channel for business customers.

If your company already has one or more administrators, please contact them. The administrator can grant access rights to SmartShip. If the administrator no longer works for your company, you must appoint a new administrator, meaning that you should complete the transaction code order form below and check the box next to "Change of administrator".

If your company does not yet have an administrator, you can order a transaction code using the transaction code order form.

Using Posti SmartShip also requires a logistics contract number. If needed, you can order a contract with the same form.

Registering for the business customers' service channel

You will be sent an invitation to register by email when the administrator has granted you access rights to the service channel's services. Please note that the invitation will only be valid for a week. If the invitation has expired, please contact your company's administrator. If you are the administrator, the quickest way to receive assistance is to use the customer service chat.

Subject: Kutsu käyttäjäksi / Inbjudan att bli användare / User invitation
Sender: Posti

"This is an invitation to register as a Posti Service Portal user. Upon user registration, you must complete your contact details and create a Posti transaction code. **The registration link is valid for 7 days**."

P Posti <noreply@posti.com>
Kutsu käyttäjäksi / Inbjudan att bli användare / User invitation
Vastaanottaja

Bästa kund

Det här är en inbjudan till dig att registrera dig som användare för Postis servicekanaler. När du registrerar dig som användare måste du komplettera dina kontaktuppgifter och skapa Postis ärendekod åt dig. Registreringslänken är giltig i 7 dagar.

Registrera dig som användare på adressen:
https://idm.test.posti.fi/eidm2/wf/register/invitation/38386702-6f17-4638-a29a-bef402afed31

Efter registreringen kan du använda Postis tjänster på https://www.test.posti.fi/servicekanaler. Du kan se dina uppgifter och användarrättigheter via länken Mina uppgifter och användarhantering.

För mer information på vår hemsida. I problemsituationer, kontakta din organisation huvudanvändare.

Med vänlig hälsning,
Posti

OBS: Svara inte på detta meddelande.

Dear customer

This is an invitation to register as the Posti service channels user. Upon user registration, you must complete your contact details and create a Posti transaction code. The registration link is valid for 7 days.

User registration is made at the address:
https://idm.test.posti.fi/eidm2/wf/register/invitation/38386702-6f17-4638-a29a-bef402afed31

After registration, you can use Posti's services in the address https://www.test.posti.fi/servicechannels. You can view your information and user rights through the Your details and user management link.

More information can be found from our homepage. If there is an error you should contact your organization main user.

Service is also available to our Itella customers abroad.

Kind regards,
Posti

NB: Do not reply to this message.

Click "User registration is made at the address" to open the User Registration window:

Enter the following:

- first name, last name
- Your email address has already been entered, but you can change it if needed using the email address field.
- User ID: use this field to create a user ID for yourself. Your user ID will usually be the email address entered in the email address field.
- Your password must contain at least 10 characters. It must include both upper and lower-case letters as well as numbers. You may also use the following special characters in your password: ! @ # $ % + / . The password may not contain more than three consecutive characters from your name.
- Continue the registration process by clicking Next.

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User Registration

Step 1: User details	Step 2: Confirmation

Are you sure you want to send the user registration with the following details?

First name:	
Last name:	
Email address:	
Mobile phone number (+358...):	
Username:	

Cancel   < Previous   Ok

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User Registration

User registration received. You will be informed with an email when the registration is approved. You may close the browser.

First name:	
Last name:	
Email address:	
Mobile phone number (+358...):	
Username:	

Exit