

Business Services

Manage Establishment Owners Service

Version:2.1

› **Description:**

This service enables the Employers to manage establishment owners.

› **Service Requirements:**

N/A

› **Required Documents:**

1. Commercial Record- License .
2. Company establishing contract (for companies only).

› **Service Response Time:**

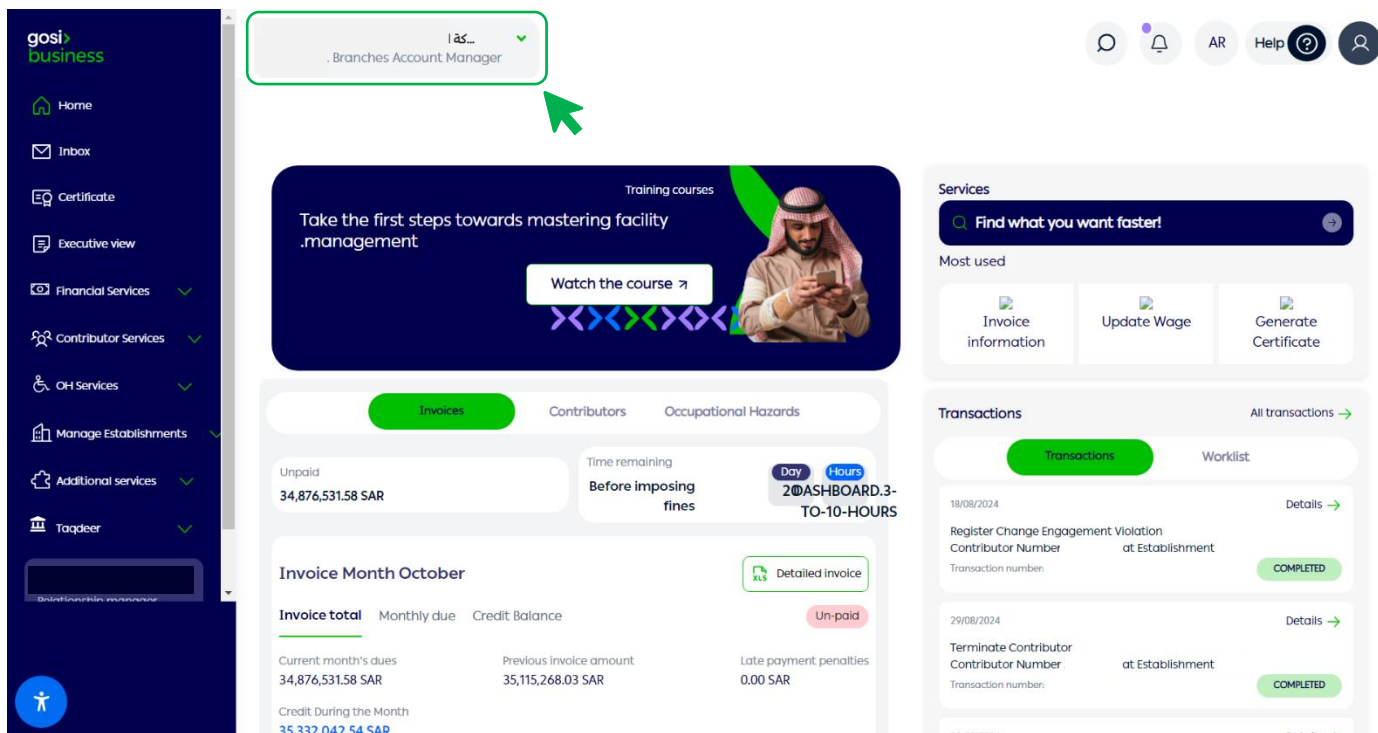
3 to 5 working days.

› **Targeted Category:**

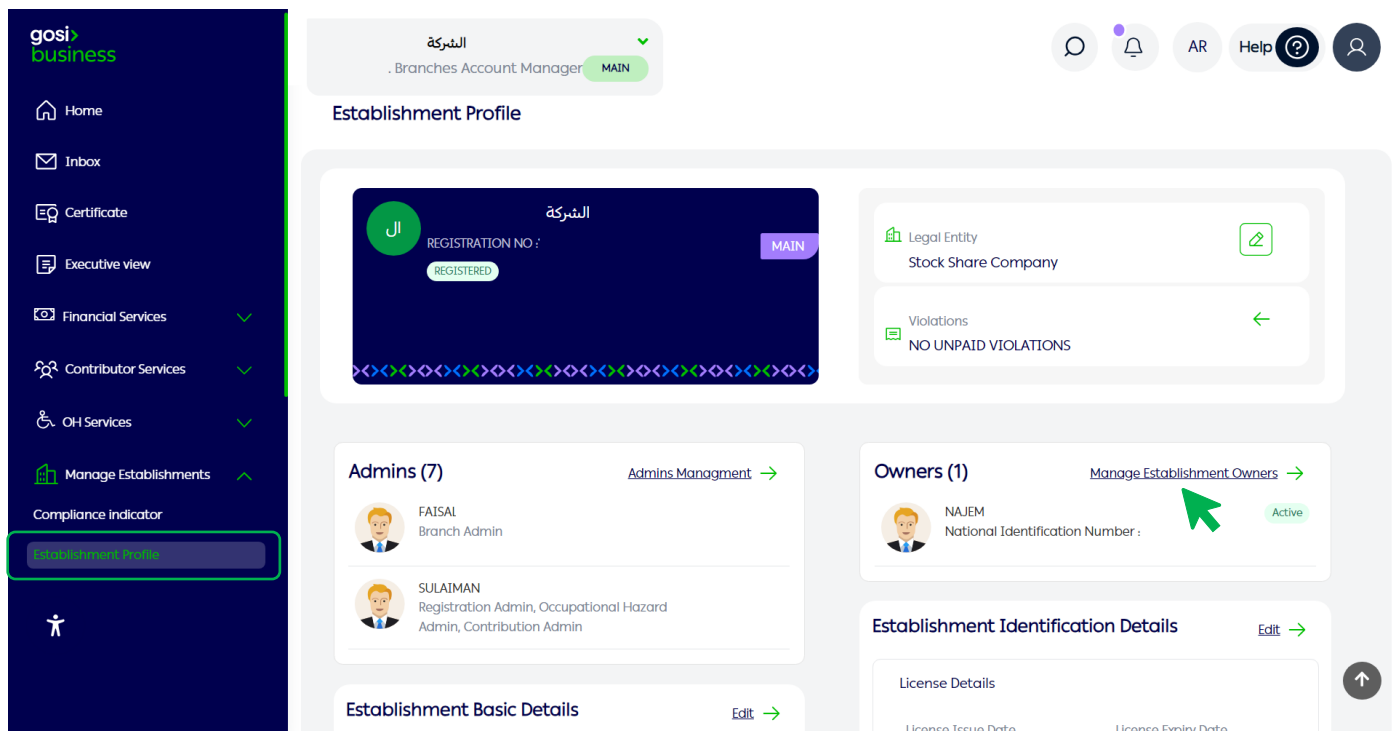
Employer/Facility Management.

> Service Steps:

1. After logging in to your account in taminaty business.
2. Choosing the establishment.



3. Through the establishment profile .click on Manage Establishment Owners.



4. Click on modify owner details.

الشركة
Branches Account Manager MAIN

Establishment Services / Manage Establishment Owners

Manage Establishment Owners

Owner Name/ID Filter

Modify Owner Details

NAJEM
National Identification Number : PERIOD
10/09/2024 → Onwards Active

Establishment Services / Modify Owners Details

Modify Owners Details

Owner Details

Current Owners

Owner Name/ID Filter

NAJEM
National Identification Number : Start Date
10/09/2024 DD/MM/YYYY

+ Add Owner

Cancel Submit

5. Click on Add Owner icon, and complete the application.

gosi

business

Home

Inbox

Certificate

Executive view

Financial Services

Contributor Services

OH Services

Manage Establishments

Additional services

Trademark

الشركة

. Branches Account Manager

MAIN

Help

Modify Owners Details

1

Owner Details

Current Owners

Owner Name/ID

Filter

1

Modified

NAJEM

National Identification Number :

Start Date

10/09/2024

→

End Date (Optional)

27/09/2024

+ Add Owner

Cancel

Submit

gosi

business

Home

Inbox

Certificate

Executive view

Financial Services

Contributor Services

OH Services

Manage Establishments

Additional services

Taxation

الشركة

. Branches Account Manager

MAIN

Search

Notifications

AR

Help

New Owners

If establishment is owned by another entity, please enter the owners details of the parent entity.

Owner (1)

Verify Owner

Select Nationality

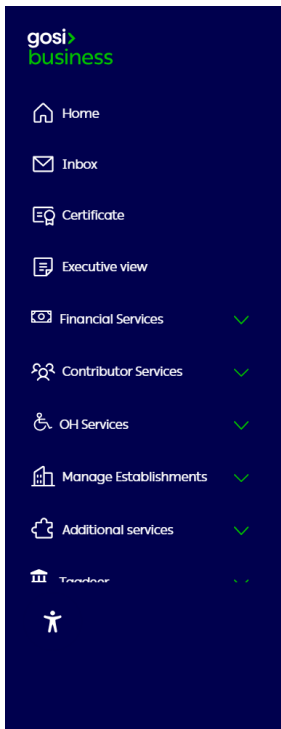
Enter National Identification Number

DD/MM/YYYY

Verify

Cancel

Submit



الشركة MAIN

Branches Account Manager

Verify Owner

Nationality: Saudi Arabia

National Identification Number: [Input Field]

Birth Date: [Input Field]

Reset

Name in Arabic: عبدالله

Name in English (Optional): ABDULLAH

Gender: ☐ Male ☐ Female

DD/MM/YYYY [Calendar Icon]

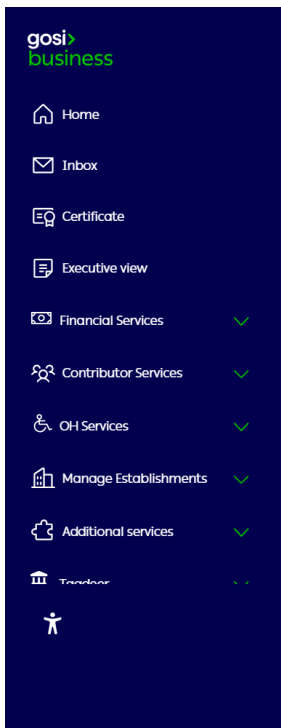
DD/MM/YYYY [Calendar Icon]

Address Details

Preferred Default Address: ☒ National Address ☐ PO Box Address

National Address

↑



الشركة MAIN

Branches Account Manager

☒ National Address ☐ PO Box Address

National Address

Enter Building Number

Enter District

Enter Postal Code

Enter Unit Number

Enter Street Name

Select City

Enter Additional Number

PO Box Address (Optional) Add +

Contact Details

SA (+966)50

Enter Extension

Telephone Number (Optional)

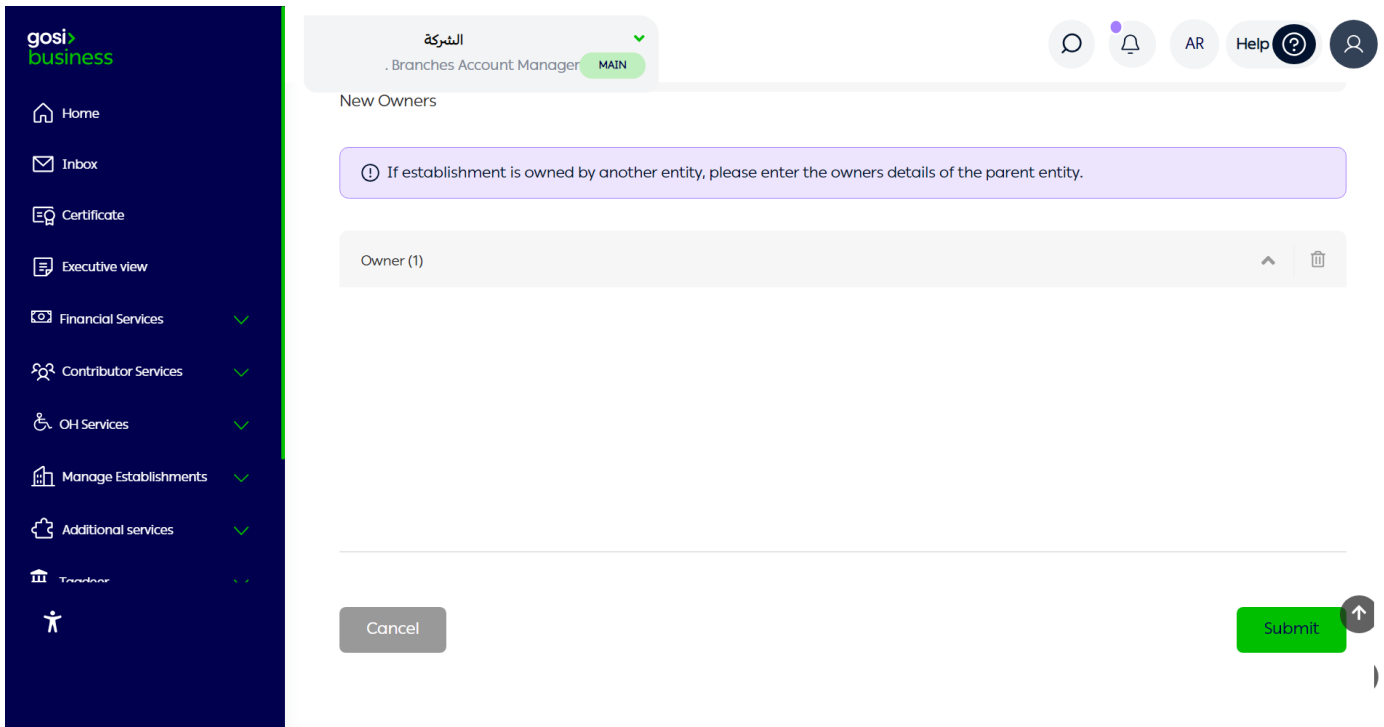
Email

Cancel

Save Owner Details

↑

6. Submit an application



The screenshot displays the 'gosibusiness' portal interface. On the left is a dark blue sidebar with a menu containing: Home, Inbox, Certificate, Executive view, Financial Services (checked), Contributor Services (checked), OH Services (checked), Manage Establishments (checked), Additional services (checked), and Tendering (checked). The main content area has a header with 'الشركة' (The Company) and a 'MAIN' button. Below this is the 'New Owners' section. A purple informational box states: 'ⓘ If establishment is owned by another entity, please enter the owners details of the parent entity.' Below this is a table with one row labeled 'Owner (1)' and a trash icon. At the bottom of the form are 'Cancel' and 'Submit' buttons, with an upward arrow icon next to the 'Submit' button.

You will receive a text message containing the request ID, to follow up click [here](#)

Guidance Messages, or expected errors:

gosi
business

Home
Inbox
Certificate
Executive view
Financial Services
Contributor Services
OH Services
Manage Establishments
Additional services
Treasury

الشركة
Branches Account Manager
MAIN

Establishment Services / Establishment Profile

Establishment Profile

الشركة
REGISTRATION NO:
MAIN
REGISTERED

Relationship manager

LEGAL ENTITY : Stock Share Company

CERTIFICATES

View health insurance details Beta Version

Establishment Details
Bill & Account Details
Engagements

Establishment owner details are successfully updated

Establishment Basic Details

Establishment Name (Arabic)	Establishment Name (English)	Establishment Start Date
Nationality	Field Office Name	Status
Activity Type	Establishment Registration Date	Law Type
		Registered

عام Public

8

