

**REGISTRATION TO THE RESTRICTED AREA OF THE ATT WEBSITE  
AND/OR  
REGISTRATION TO THE ATT ONLINE REPORTING TOOL**

The Restricted Area of the ATT Website contains information and documentation available to States Parties only (including access to the online reporting tool for designated representatives of States Parties) and, to a limited extent, Signatory States.

Representatives of States Parties and Signatory States requesting access to the Restricted Area and/or the online reporting tool must:

1. fill in the online application form on the ATT website (accessible on LOG IN tab)
2. arrange for an official supporting document to be submitted by the relevant government entity or mission directly to the ATT Secretariat at: [info@thearmstradetreaty.org](mailto:info@thearmstradetreaty.org)

### **Official Document**

The official supporting document should be submitted in the form of a NOTE VERBALE and should contain the following information:

- confirmation of FIRST NAME and LAST NAME of the applicant
- confirmation of MINISTRY or AGENCY the applicant represents
- confirmation of POSITION of the applicant
- confirmation of EMAIL ADDRESS of the applicant
- confirmation of contact TELEPHONE NUMBER of the applicant
- if applicable: confirmation of a representative designated (authorized) to access the **online reporting tool** on behalf of his/her State.

**Attention:** only one representative per State Party can be designated (authorized) to access the online reporting tool.

**Note:** a State Party may request that a specific email address rather than a specific person be designated as the point of contact for reporting, so that the credentials to access the online reporting tool by the State can be used by and shared among several persons who may need to enter and upload data and information to the online report (rather than it being the responsibility of a single individual). In that case, the Note Verbale should indicate that the State requests that its access to the online reporting tool to be linked to an email address not a specific person, but should still include details of a person who can be contacted by the ATT Secretariat in the event that there are problems or questions associated with the State's report.

The NOTE VERBALE can include the details for more than one applicant.

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