

Updated Registration Process APPROVERS







If you already have a ttconnect ID, you can skip this step. To register for a ttconnect ID, visit the ttconnect website at https://www.ttconnect.gov.tt/index.php/applying-for-a-new-ttconnect-id-to-acquire-ttbizlink-services/ and enter the required information. After creating an account at the above site, an e-mail will be sent to you to activate your ttconnect ID online.



Download, print and complete **TTBizLink Registration Form C3 – for Development Permits Agency Approvers**, visit the TTBizLink Portal at **https://www.ttbizlink.gov.tt/trade/tnt/html/HowToRegister.html** Select the roles that you intend to be subscribed to. This Form must be signed by the Authorized Representative (Head of Ministry or Agency).

Before completing the Registration Form, please carefully read its Explanatory Notes.



After you have completed the first two (2) steps:

- a. Print and sign the last page of the ttconnect disclaimer form, click the link https://www.ttconnect.gov.tt/wp-content/uploads/2022/08/ttconnect-ID-Disclaimer.pdf to access the document.
- b. Copy, sign and scan at least two (2) valid forms of the following identification documents: **Driver's Permit** National Identification Card

 Electronic Birth Certificate

 Passport
- c. Take a photo of your face (as in a selfie) with one of the National identification documents which carries a photograph of your face (a photo of your face with your birth certificate would not be accepted).
- d. Email the completed TTBizLink Form, signed last page of the disclaimer, signed copies of two forms of national ID and the photo of your face with a national picture ID to the most convenient email address listed in the ttconnect office locations table below.

If you already have an active TTBizLink account, simply email a copy of two forms of valid identification and your completed Form C3 to **support.ttbizlink@gov.tt**.



Your documents will be processed and you will be registered for the selected system roles within **48** hours. You will then be able to access DevelopTT.

REGISTRATION LOCATIONS Location	Address	Contact Information
Port of Spain Ministry of Trade and Industry	Level 9 Nicholas Tower, 63-65 Independence Square, Port of Spain	Email: support.ttbizlink@gov.tt Tel: 800-4SEW (4739)
Arima ttconnect Office	1st Floor Pennywise Building, 10 -10A	Fax: 623-5156 Email: iGovTT-TTConnect-Arima@igovtt.tt
Anna ttormettome	Devenish Street, Arima	Tel: 800-TTCN (8826) Fax: 667-7053
Bon Accord ttconnect Office	Milford Court Complex, Milford Road, Bon Accord	Email: iGovTT-TTConnect-BonAccord@igovtt.tt Tel: 800-TTCN (8826) Fax: 631-1853
Chaguanas ttconnect Office	9 Southern Main Road, Chaguanas	Email: iGovTT-TTConnect-Chaguanas@igovtt.tt Tel: 800-TTCN (8826)
Curepe ttconnect Office	8 Eastern Main Road, Curepe	Email: iGovTT-TTConnect-Curepe@igovtt.tt Tel: 800-TTCN (8826)
Princes Town ttconnect Office	4 Charlotte Street, Princes Town	Email: iGovTT-TTConnect-PrincesTown@igovtt.tt Tel: 800-TTCN (8826)
Saint James ttconnect Office	121 Western Main Road, St. James	Email: iGovTT-TTConnect-St.James@igovtt.tt Tel: 800-TTCN (8826)
Sangre Grande ttconnect Office	232 Brierley Street, Sangre Grande	Email: iGovTT-TTConnect-SangreGrande@igovtt.t Tel: 800-TTCN (8826)

Please note that the office hours are Monday to Friday 8:00 a.m. to 4:00 p.m., except on public holidays. For further assistance, contact the DevelopTT Help Desk at 612-3000 ext. 2160/2165/2182/2093.