

# GĦADAHJAR

INSAFFU LILL-FAMILIJI U LIN-NEGOZJI



## ACTIVATING YOUR VOUCHER BUSINESS ACCOUNT

  
**MIMCOL**  
Malta Investments Management Company Limited



MINISTRY FOR THE ECONOMY,  
INVESTMENT AND SMALL BUSINESSES

1

### Visit

[app.vouchersmimcol.com/register](http://app.vouchersmimcol.com/register)

2

Register using an email address and password of your own choice

MIMCOL

### Create an Account

Please create an account in the system using a valid email

**Email**

**Password**

**Confirm Password**

I accept the [Terms and Agreement](#)

**Register**

3

### Check your email inbox.

You will receive an email from the application to validate your email address.

Click on validate.

Hi ,

To validate your account, please [click here](#).

Regards,

  
MIMCOL  
Maha Investments Management Company Limited

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Once redirected to the application, login with your email and password.

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### Login

**Login**

[Forgot Password?](#)

[Register](#)

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**Insert your business VAT number (numbers only and without spaces).**

6

**Insert the unique activation code sent to you in the government letter.**

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### Register your Business

\* VAT

MT- Enter the VAT of your business

\* Code

Enter Code for Business Validation

Register

You are obliged to keep all the vouchers claimed along with the will be required to submit these to MIMCOL in the coming months

To activate your voucher business account immediately, you need to

1. Visit <https://app.vouchersmimcol.com>
2. Register using an email address and password of your own
3. Validate your email and then Login in app
4. Insert your VAT number (numbers only and without spaces)
5. Insert your unique activation code XXXXXXXX
6. Insert details of a credit card you would like to receive the
7. Press Activate

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**Insert the details of a credit card you would like to receive the money in.**

Only one credit card can be associated with a VAT number. The system will charge you 1 euro to be able to link your credit card with the payment system.

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### Payment Details

Amount

EUR 1.0

Card Details

Expiry Month Expiry Date

CVV

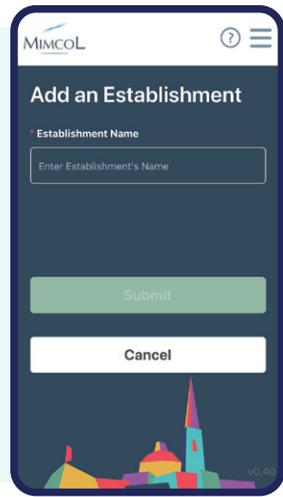
Card Holder Name

Confirm

8

### Enter the name of your business outlet.

The system will provide you with a code for that business outlet. You should provide this code to the outlet manager or cashier in charge for them to be able to login in with it in the app and scan vouchers to your account. Cashiers or outlet managers using the app, will not be able to change the details of the credit card registered with your account. They will only be able to scan vouchers and VAT receipts using a smart device such as mobile or tablet with a camera.

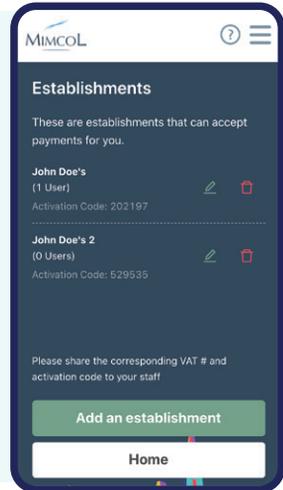


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### Add more Outlets(Optional)

If you have more than one outlet registered under one VAT number, you can add more outlets when activating your account. For every outlet you add, the system will provide you a unique activation code. Pass the VAT number and the establishment Activation Code to the manager of that outlet or cashier. They will be able to scan vouchers and VAT receipts to your account using that code.

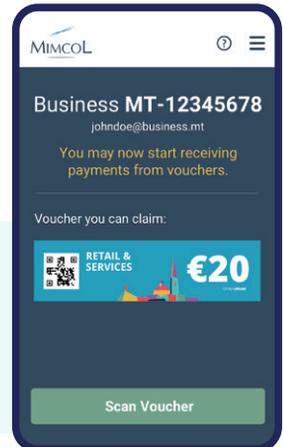
If you do not have more outlets press 'Home' button.



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### Your account is now activated

You can start using your voucher business application and start receiving vouchers.



# ACCEPTING VOUCHERS

Every resident in Malta will receive by registered post, 5 vouchers of €20 each, for a total of €100.

Four of these vouchers will be coloured red and can be used at **Hotels, Accomodation, Restaurants, Bars and Diving Schools**.

The remaining €20 voucher, of blue colour, can be used for **Retail and Services** provided by businesses who had to close due to legal notices 76 and 95 of March 2020.



1

## Accepting the Vouchers

Your app will only accept vouchers your business is entitled to. Therefore if your business is eligible for Red Vouchers only, you will not be able to scan Blue Vouchers and vice versa. The Government letter sent to you, states for which vouchers your business is eligible to.



2

## Voucher Security Features

The voucher has a number of security features. To make sure that the vouchers you accept are authentic, you are required to check each voucher presented to you under a UV light. For a voucher to be authentic, the €20 and the right hand vertical edge of the voucher, should illuminate under UV light.

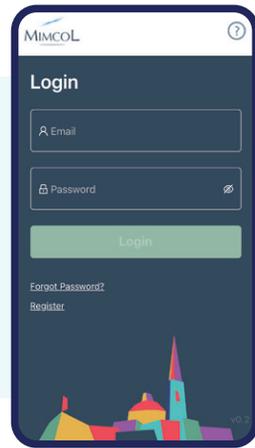
If a voucher does not illuminate under UV light, do not accept it.



3

### Open your voucher application on your smart mobile or tablet

Login into the app using your email, password and the code of your outlet, which was provided to the business owner when the account was activated for the first time.



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### Scan the QR code on every voucher with the camera of your device.

The QR code should be placed close to the camera and centred in the window on your device screen. Make sure there is enough light and that you hold the mobile or tablet steadily.



If a voucher has been redeemed already, the application will tell you "Validation Failed". In this case, do not accept the voucher and give it back to the customer saying that voucher is invalid.

They can contact 8007 4904 for further assistance.



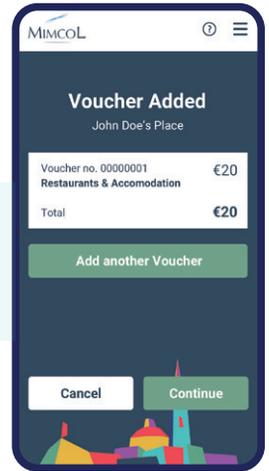
If the voucher is valid, the application will tell you "Validation Successful" and you can progress to the next step.



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### Voucher Added - Add Multiple Vouchers

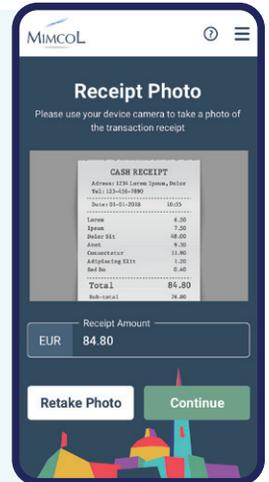
You can add more vouchers or continue to the next step.



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### Scan the VAT Receipt associated with that customer.

A VAT receipt should always be issued for the products or services sold. This should be scanned using your mobile or tablet. Make sure there is enough light and that you hold the mobile or tablet steadily, framing all the VAT receipt clearly in the window on your device screen. The image of the VAT receipt will be stored at MIMCOL's server for future auditing purposes. The value of the VAT receipt should always be greater than the total value of vouchers scanned. You will also be asked to input the value of the receipt being scanned. The system will not allow you to redeem the value of the voucher if a VAT receipt is not scanned.



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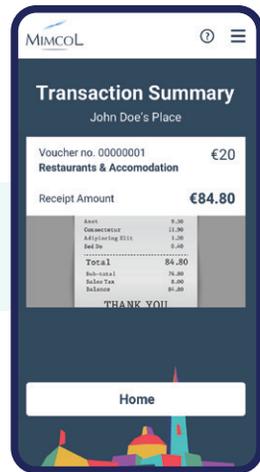
### Press Confirm.

The value of vouchers scanned successfully will be transferred to the credit card registered with your business account. One transaction for all the vouchers scanned will take place at the end of every day. As a business owner, the app will allow you to see a list of the value of vouchers scanned at each of your outlets so that you can reconcile with your business outlets accordingly.



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## Transaction Completed!



You are obliged to keep all the vouchers claimed as you will be required to submit these to MIMCOL in the coming months. MIMCOL will provide you with an appointment when you are to submit these scanned vouchers. MIMCOL reserves the right to claim back the value of vouchers which you would have scanned through your app but do not present them when requested. It is your responsibility to ensure that all the vouchers claimed through your app are collected and stored safely for auditing purposes. Therefore no QR codes should be scanned into the system if you are not presented with the authentic printed voucher. A VAT receipt should always be issued for the products or services sold. Respective VAT receipt should always be equal or greater than the amount of vouchers redeemed.

In case you need further assistance:

- 📍 Website: [www.vouchersmimcol.com](http://www.vouchersmimcol.com)
- ☎ Business Helpline: 8007 4950
- ✉ Email: [business@vouchersmimcol.com](mailto:business@vouchersmimcol.com) (quoting your VAT number).