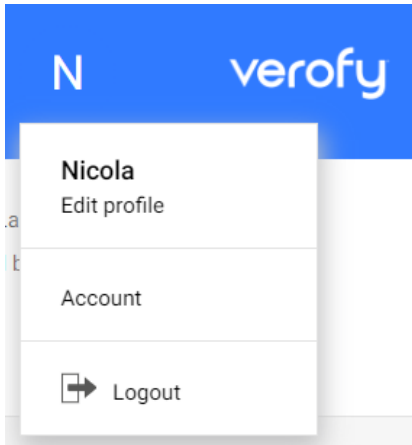


View your documents

To view the documents stored in your document vault, head to the initial of your name at the top right of your screen in Verofy® Cloud, it's normally in a circle.



Click the **Account** option, you'll be directed to the Account area of Verofy® Cloud.

[Dashboard](#) > [Account](#)

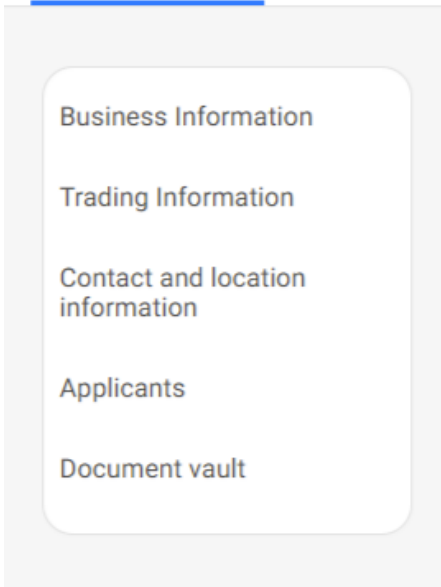
Last login: 14 May 2024 16:27:50

You will be logged out in: 28:41 minutes

[Account details](#) [Products](#)

From the list on the left, select **Document vault**, or scroll to the bottom of the page to find the Document vault section.

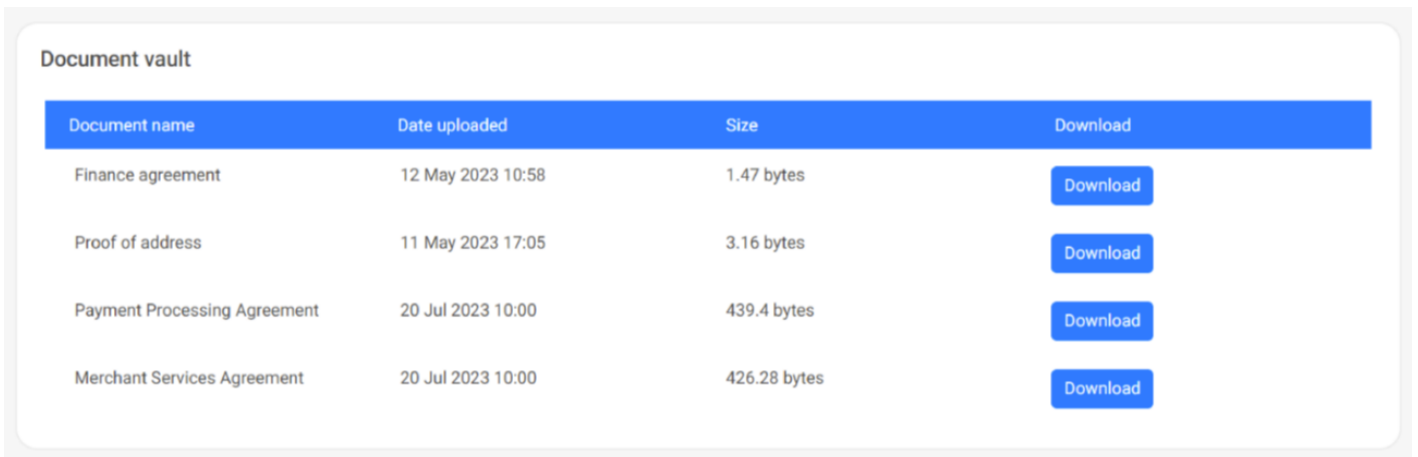
Account details Products



A vertical sidebar menu with a light gray background and rounded corners. It contains five text-based menu items: Business Information, Trading Information, Contact and location information, Applicants, and Document vault. The 'Document vault' item is highlighted with a blue underline.

Within the document vault, you're documents will be available for download.

There are two contractual documents - the Payment Processing Agreement and the Merchant Services Agreement. The direct debit detail can be found in the Finance agreement document. You can also download the proof of address provided during your onboarding with us, if this was required.



A table titled 'Document vault' with a blue header and four rows of data. Each row includes a document name, its upload date and time, its size in bytes, and a blue 'Download' button.

Document name	Date uploaded	Size	Download
Finance agreement	12 May 2023 10:58	1.47 bytes	Download
Proof of address	11 May 2023 17:05	3.16 bytes	Download
Payment Processing Agreement	20 Jul 2023 10:00	439.4 bytes	Download
Merchant Services Agreement	20 Jul 2023 10:00	426.28 bytes	Download

If you have any questions about any of the documents available to you in Verofy® Cloud, **get in touch**. We are happy to help you.

Revision #4

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