

Forex Online

How to Register

Before you can use Forex Online Portal, you will need to register. This involves creating a username and password as well as providing basic information such as your email address and country of residence. This information will be used to automatically fill in the 'Applicant Details' each time you proceed to enter a new application, with the exception of the applicant type 'Agent'. The applicant type 'Agent' should only be chosen if you frequently submit requests on behalf of other persons/clients (e.g. attorneys).

Registration Form

The first step is to create a username and password and to provide a valid email address.

Email Address

Forex Online will send your registration confirmation and updates on your application to this address, so make sure it is valid.

Username

Choose a username that you will remember. The username chosen will be used for all future access to the Portal and not your email address.

Password

Create a password that meets these requirements:

- Must be at least 8 characters long
- Must have at least 1 uppercase letter
- Must have at least 1 digit

Your password will expire periodically. The system will prompt you and guide you through the process when it needs to be changed.

User Profile

Next, you must complete your user profile. **This information will be automatically filled in for you whenever you make an application.** All fields with a red asterisk (*) must be filled out.

Applicant Type*	Agent (<i>select this if you will be applying on someone else's behalf</i>) Company Individual Organisation/Charity/Church
Residency Status*	Resident (<i>A person living in Barbados permanently; a CARICOM national as defined in the Caribbean Community (Movement of Skilled Nationals) Act, Cap 186A; a company located outside of Barbados that is majority-owned by residents of Barbados; a non-national spouse of a resident; a national of another country living or</i>

	<p><i>working in Barbados legally for more than 3 years continuously, other than on work permit)</i></p> <p>Non-Resident <i>(A person not residing permanently in Barbados; an entity that has been granted a foreign currency permit or has been exempted from exchange controls; a non-Barbadian on work permit who is employed in the foreign currency earning business sector)</i></p>
<p>Required Identification* <i>(This is based on your applicant type and your residency status)</i></p>	<p>Barbados National Registration Number Company Registration Number Passport Number</p>
<p>Country of Registration* <i>(This corresponds with the identification provided above)</i></p>	<p><i>(Select from the dropdown menu)</i></p>
<p>First Name* <i>(As provided on your identification document)</i></p>	
<p>Last Name*</p>	
<p>Address*</p>	
<p>Email Address*</p>	
<p>Telephone Number</p>	
<p>Preferred Authorised Dealer*</p>	<p><i>(Select the financial institution you will use most often to do your foreign currency transactions from the dropdown menu)</i></p>

Click **“Submit”** to complete your registration.

Registration Successful

Registration for the Exchange Control portal has been successful.

You are required to verify the email address provided before we can activate your account. A confirmation mail has been sent.

Please confirm by clicking the link in the confirmation mail sent to the email address provided. [Click here to log in](#)

An email will now be sent to the email address you provided. Look for the email in your inbox (if you do not see it, please check your junk or spam folder) and click the link in the confirmation email.

You are now registered to use Forex Online.