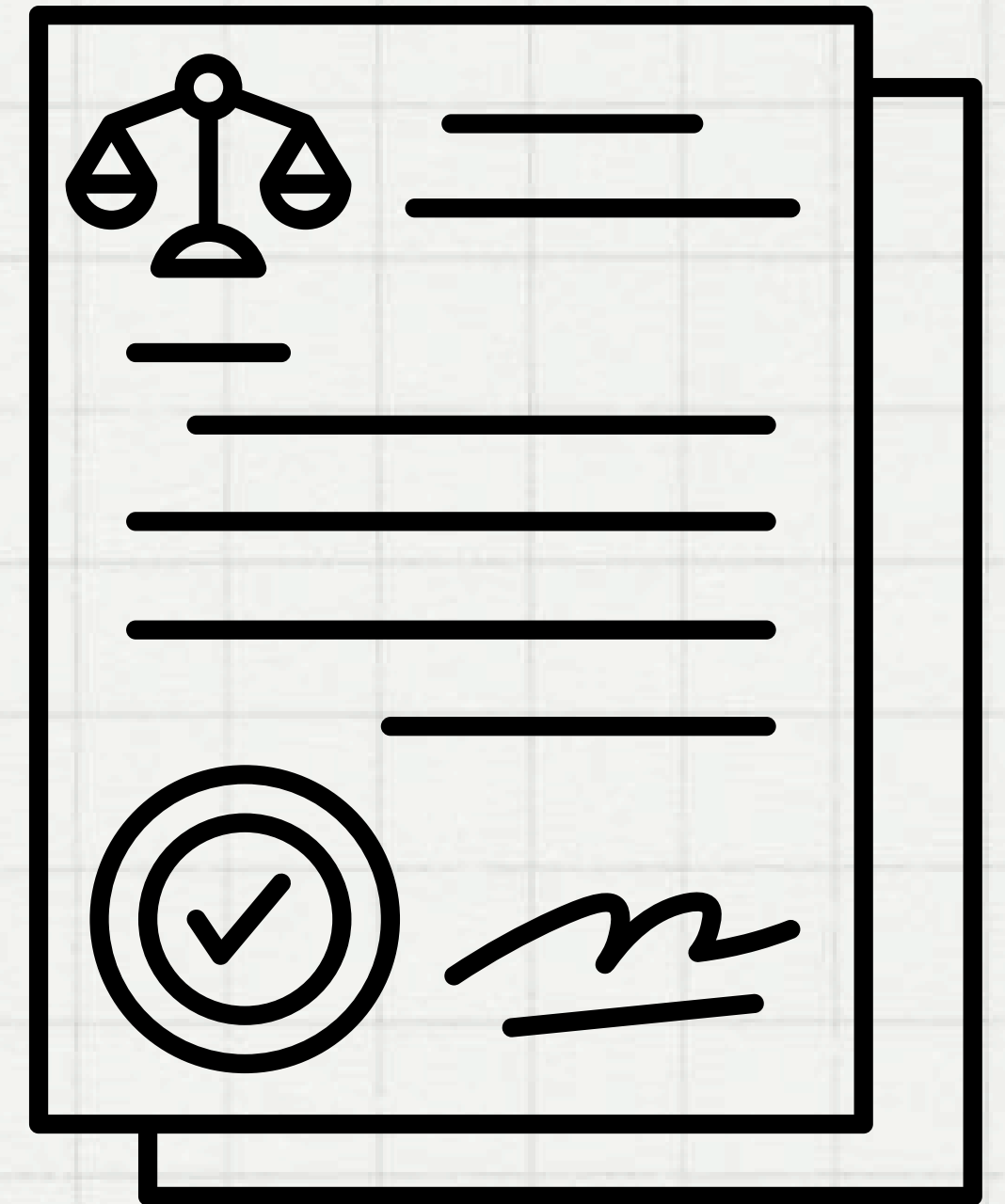# Facebook Business Portfolio

-Guidelines-

Please have one of the following documents ready:

1. Business bank statement
2. Business registration or licence document
3. Business tax document
4. Certificate/articles of incorporation

Step 1

Click on "Log in with Facebook" to sign in using your Facebook account.

Get Started
Meta Business Tools

After logging in, you can navigate to all business tools, such as **Meta Business Suite**, **business management platform**, **advertising management tools,** etc., to easily establish connections with customers and achieve better business results.

Our business tools help you:

- Get all the tools you need to manage your business on Facebook, Instagram, and Messenger in one place and save valuable time
- Engage with the people who matter most to your business from one inbox
- The most effective way to track the effectiveness of various Meta technologies

Log in to Meta Business Tools

- Log in with Facebook   1
- Log in with Instagram

CREATE NEW ACCOUNT

Log in with a managed Meta account

∞ Meta

Step 2

Fill in all the fields in the textboxes, click the submit button

Create a business portfolio in Business Manager

Your Business Manager and account name
This name will be displayed on Facebook, please make sure it matches your company's public name and do not use special characters.

> Jasper's Market

Your name

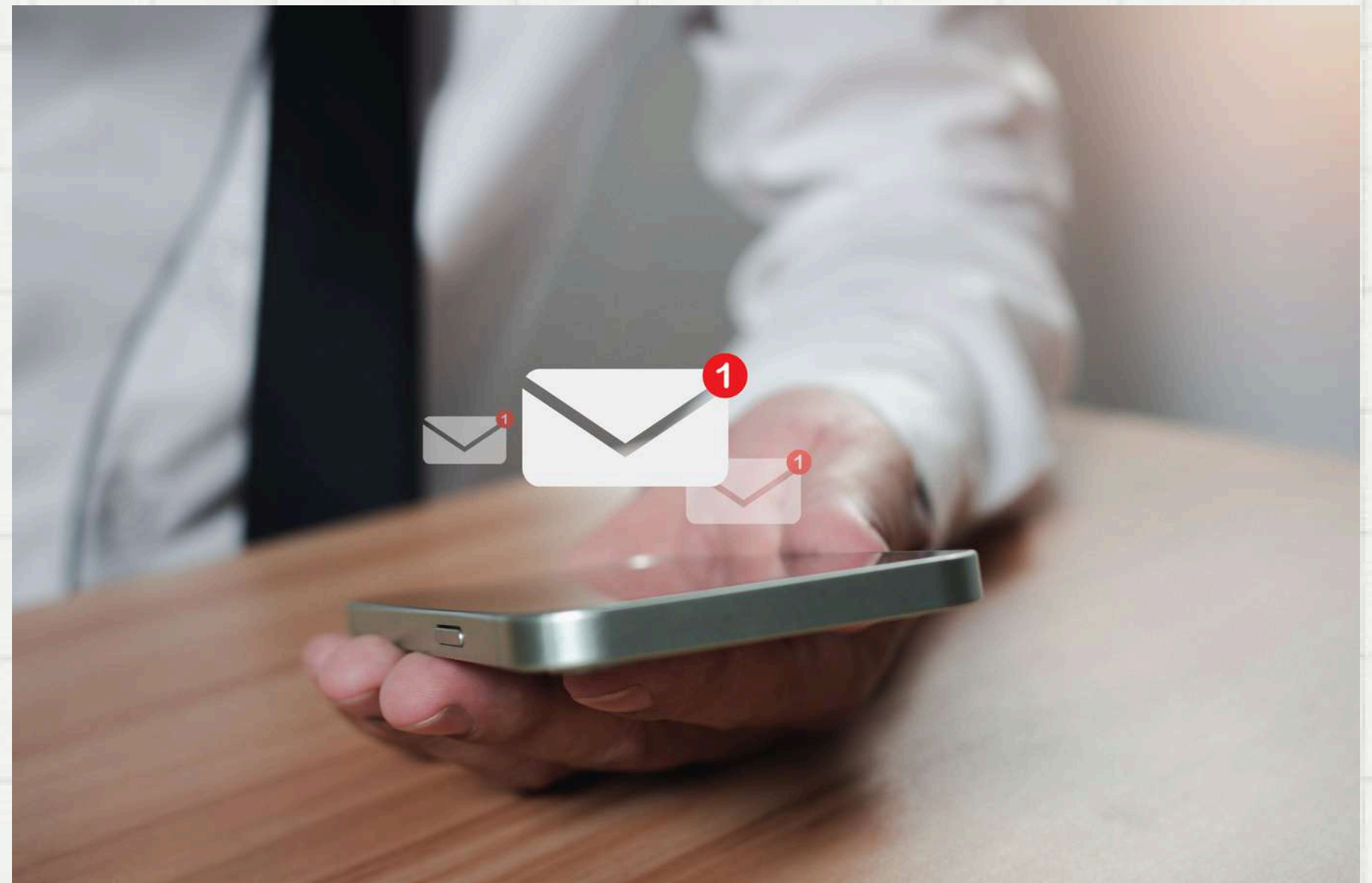> Enter first and last name separated by a space

Your business email
This should be the email address you use for company business. We will send a verification email to this email address. You will also receive communications related to the business portfolio to this email address.

When you add users to Business Manager, they will be able to see your name and business email.

submit

Step 3

You will then receive an email verification to your inbox to validate your account.

Step 4

After you validate your email, your Facebook portfolio will be successfully created.

Step 5

Please visit the following link to complete your registration:

[Facebook Developer Registration](#)

Create a Meta for Developers account

○ **Register**
○ Verify account
○ Contact info
○ About you

Welcome to Meta for Developers

Create a Meta for Developers account to build and manage apps that access the Graph API, contribute to apps that others own, and participate in Meta's developer community.

By proceeding, you agree to the Meta's Platform Terms and Developer Policies

Cancel   **Continue**

Step 6

Enter your contact number and optionally confirm the agreement.

Create a Meta developer account

- ✅ Register
- ◑ **Verify account**
- ○ Contact info
- ○ About you

Verify Account

Please add your phone number to verify your developer account.

Country

Malaysia (+60) ▼

Phone number

Please enter your mobile number

This number will be saved to your Facebook profile. We use your phone number to send text notifications, help log in to your account, and provide personalized experiences, such as promoting user interactions in our products and improving everyone's advertising experience. Only you can see the phone number in your profile. Learn more

Send verification SMS

You can verify your account by adding a credit card

Create a Meta for Developers account

- ✅ Register
- ◑ **Contact info**
- ○ About you

Review Your Email Address

We use email addresses to send notifications, help you log in and personalize experiences, like connecting people and improving ads for everyone on our products. Learn More

Primary email

itsswindy@gmail.com

☐ I agree to receive marketing-related electronic communications from Meta, including developer news, updates and promotional emails. (You may unsubscribe from these emails at any time by clicking unsubscribe at the bottom of the email. You can also update your email preferences in Developer Settings.)

Update Email   **Confirm Email**

Step 7

You should select the option that best matches your role or purpose for creating the account.

Create a Meta for Developers account

✓ Register

✓ Contact info

◐ About you

Which of the following best describes you?

Help us improve your experience by telling us which of the following roles best describe you.

Developer

Marketer

Analyst

Product manager

Student

Owner/founder

Other

✓ I'm not a robot

reCAPTCHA
Privacy - Terms

This helps us to combat harmful conduct, detect and prevent spam and maintain the integrity of our Products.

We've used Google's reCAPTCHA Enterprise product to provide this security check. Your use of reCAPTCHA Enterprise is subject to Google's Privacy Policy and Terms of Use.

reCAPTCHA Enterprise collects hardware and software information, such as device and application data, and sends it to Google to provide, maintain, and improve reCAPTCHA Enterprise and for general security purposes. This information is not used by Google for personalized advertising.

Complete Registration

Step 8

After registration, click Create App to start your first app.

Step 9

Enter your App name and App contact email.

Create an app

- ◑ **App details**
- ○ Use cases
- ◑ Business
- ○ Create app

App name
This is the app name that will show on your My Apps page and associated with your app ID. You can change the name later in Settings.

> Pizza Man   9/30

App contact email
This is the email address we'll use to contact you about your app. Make sure it is an address you check regularly. We may contact you about policies, app restrictions or recovery if your app is deleted or compromised.

> itsswindy@gmail.com

Cancel   **Next**

Step 10

Choose the option that aligns with your app's purpose and click Next to proceed.

Create an app

- ✅ App details
- ◑ **Use cases**
- ◑ Business
- ○ Create app

Add use cases

Run ads to promote your app
Get an app ID to promote your app on Meta technologies, like Facebook and Instagram. Learn more.

Access the Threads API
Use the Threads API and choose to authenticate users, retrieve user information, post threads, reply to threads, manage reply settings and/or gather insights for a Threads profile you own or manage on behalf of others. Learn more.

Launch a game on Facebook
Launch a game that players can find and play directly in their Feed or messages/conversations, on both desktop and mobile devices. Learn more.

Authenticate and request data from users with Facebook Login
Our most common use case. A secure, fast way for users to log into your app or game and for the app to ask for permissions to access their data to personalize their experience. Learn more.

Looking for something else?
If you need something that isn't shown above, you can see more options by selecting Other.

Other ●
Explore other products and data permissions such as ads management, WhatsApp and more. You'll be asked to select an app type and then you can add the permissions and products you need.

Cancel   Previous   **Next**

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Malaysia Business Portal

Step 11

Choose the option that aligns with your app's purpose and click Next to proceed.

Create an app

⬗ **Type**

◖ Details

Select an app type
The app type can't be changed after your app is created. Learn more

👥 **Pengguna**
Connect consumer products and permissions, like Facebook Login to your app.

💼 **Business**
Create or manage business assets like Pages, Events, Groups, Ads, Messenger, WhatsApp, and Instagram using the available business permissions, features and products.

Cancel

Next

Step 12

Provide your App Name and App Contact Email in the respective fields. Click Create App to complete the set up.

Create an app

✓ Type

◑ **Details**

App name
This is the app name that will show on your My Apps page and associated with your app ID. You can change the name later in Settings.

Pizza Man   9/30

App contact email
This is the email address we'll use to contact you about your app. Make sure it is an address you check regularly. We may contact you about policies, app restrictions or recovery if your app is deleted or compromised.

itsswindy@gmail.com

Business portfolio · Optional
Connecting a business portfolio to your app is only required for certain products and permissions. You'll be asked to connect a business portfolio when you request access to those products and permissions.

P Pizza Market   ▾

Cancel   Previous   **Create app**

Step 13

Go to the the Security Center and click the Start Verification to verify your account

Settings | P **Pizza Market** Business portfolio

- Apps
- Instagram accounts
- WhatsApp Accounts
- Data Sour... ∨
- Requests ∨
- Brand saf... ∨
- Integrations ∨
- Billing & pay... ↗
- Meta Verified
- News Pages
- Ad partnerships
- **Security Center**

Security Center

Security Center

Two-Factor Authentication

Two-factor authentication makes it harder for others to gain access to your business portfolio and take control of your assets. Manage My Personal Settings

Who's required to turn on two-factor authentication?

Admins only ▾

0 out of 1 people need to turn on two-factor authentication before they access this portfolio.

Review People's Access

Verification for Pizza Market
To access certain Meta products, your organization must be verified.

🖥 Eligible for verification   **Start verification**

Add another admin

You're the only business admin. Add another admin to help if you get locked out of your account.

Add

Campaign labels (tags)

Custom campaign labels (tags) help you quickly identify your ad campaigns and better understand the charges on your invoices.

You can show campaign labels when creating ad campaigns, but by default they're hidden. They're always shown in Campaigns list view as tags.

Show campaign labels when creating ad campaigns?

Default ▾

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Step 14

Select and fill up your business details.

Select a country

Where is your business located?

Country
Malaysia ▼

Back | **Next**

Select your business type

What type of business is this?

Corporation
A publicly listed corporation, meaning the business information is publicly accessible and can serve as proof of legitimacy. ○

Sole Proprietorship
A business owned and operated by one person, using a different name for business purposes (DBA). ○

Partnership
A business where two or more individuals equally manage, operate, and share liabilities. ○

Private Company
A privately owned business, such as a Limited Liability Company (LLC). ○

Institution
A government owned organization, educational institution, hospital, non-profit, or trust. ○

Back | Next

Add business details

We'll use these details to look up an official record of your business to confirm that it's real. If there's no match, you can upload documents to verify this information.

Business name ⚠
This field is required.

Street address
Add your organization address as it appears on **accepted documents.**

Street address2/Locality

City ⚠
This field is required.

State/Province/Region ⚠ | ZIP / postal code ⚠
This field is required. | This field is required.

MY+60 ▼ | Phone number ⚠
This field is required.
You must be able to receive a confirmation code at this number.

Link to website, Facebook page or Instagram profile ⚠
This field is required.

How we use your information

Back | Next

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Step 15

Select the option that aligns with your business type and choose a contact method to verify your business.

Select your business

We found the following from public records. Choose the one that is current and matches your business details exactly.

If your business is not listed or the details are incorrect, select - My business isn't listed.

Not sure which business to select?

2 results

PIZZA HUT RESTAURANTS SDN. BHD.
Address:
Level 7 Tower 1, Petaling Jaya, 46200, MY
Website: https://www.pizzahut.com.my/
Tax ID: XXXXXXXXXX04
Principal: D K N****** C**** KHA***

PIZZA HUT RESTAURANTS SDN BHD ●
Address:
Level 17 Wisma KFC, Kuala Lumpur, 50250, MY
Phone number: +60320263388
Website: https://www.pizzahut.com.my/
Tax ID: XXXXX5U, XXXXXX-U
Principal: I**** SUL*****

My business isn't listed

Back   **Next**

Select a contact method

Since we couldn't find a matching record, you'll need to upload documents to confirm the details you entered. Your website must be functioning, up-to-date and the webpage you provide must contain your business's legal name.

- Pizza Hut Restaurant Jj Taman U
- Lot LG 16, Lower Ground Floor Jaya Jusco, Taman Universiti Shopping Center, Tama, 81300 Johor Bahru, Johor, 81300 Johor Bahru
- +601300882525

Email Recommended ●
We'll send a confirmation code to an email @pizzahut.com.my. Upload documents that have your legal business name and address or phone number.

Phone call
We'll call +601300882525 with a confirmation code. Upload documents that have your legal organization name and phone number.

Text message (SMS)
We'll text a confirmation code to +601300882525. Upload documents that have your legal organization name and phone number.

WhatsApp message
We'll send a confirmation code to +601300882525 via WhatsApp. Upload documents that have your legal organization name and phone number.

Back   **Next**

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Step 16

You need to upload a document to proof your business is legal.

Upload documents

As we couldn't find a matching record, you'll need to upload documents to confirm the details that you entered. You may upload the same document more than once. Learn more about verification. Accepted file formats: .jpg, .png, .pdf

- Newpages
- 83, Jalan Flora 1/9, Taman Pulai Flora, 81300 Skudai, Johor, 81300 Skudai
- +60167762140

Verify legal business name
Uploaded documents must include the legal organisation name you entered (see above) and **must not be expired.**

Select a document type ▾

Business bank statement
Business bank statement

Business registration or licence document
Business registration or licence document

Business tax document
Business tax document

Certificate/articles of incorporation
Certificate/articles of incorporation

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Step 17

Provide your organization's phone number for verification, then wait approximately two business days for the process to complete.

Confirm phone number

You must be able to get a text at this number. We'll text you a confirmation code that will be valid for 60 minutes.

MY+60 ▼ | Organization phone number

By selecting **Text me now**, you agree to receive an automated text message from Facebook at your WhatsApp number for verification purposes.

Back | **Text me now**

Verification for Pizza Man

Thank you for submitting your information. It should take about 2 business days to review your information and we'll update your verification status after the review is complete.

🕐 In review