

VOLKSWAGEN GROUP
INFO SERVICES

HOW TO:
ONE BUSINESS ID REGISTRATION

Last Updated: November 11th, 2026

How To: OBID Registration

To enter the Data Hub you need a ONE Business ID. To use our automated contracting journey you need a verified ONE Business ID.

Are you a new customer without a ONE Business ID?
→ Please start with this guideline on **page 2.**

Are you an existing customer with a ONE Business ID who wants to use automated contracting?
→ Automated contracting needs a verified account. Please start with this guideline on **page 7.**

The following documents are needed:

1) For the initial set-up:
- Your company ´s details
- A multi-factor authentication application such as "Google Authenticator", "Microsoft Authenticator" or "Free OTP".

2) For the verification of your account:
To verify your account, you need to prove your authority to act on behalf of your company. This may be done by either of two options:

a) Uploading an extract of your country's organization register that mentions you as a representative.

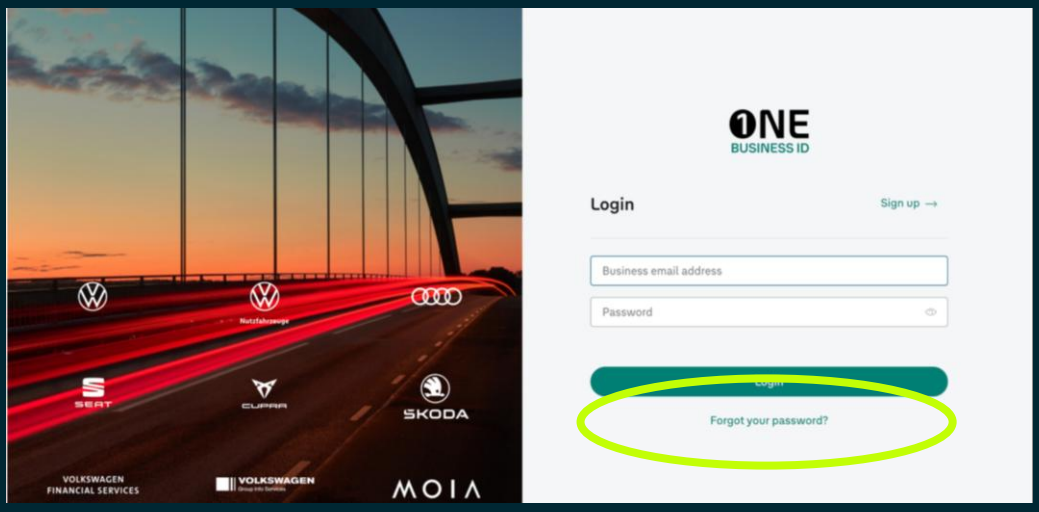
a) Uploading a signed Power of Attorney document.

If you choose option b) you can request a template for the Power of Attorney document with the ONE Business ID team at onebusinessid-support@volkswagen.de.

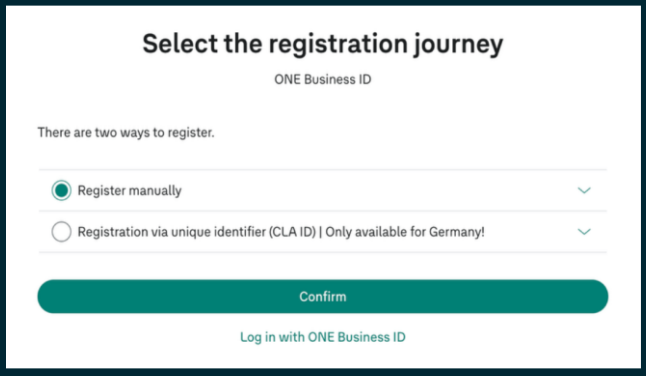
Should you have any issues, please email us at gis-support@cariad.technology.

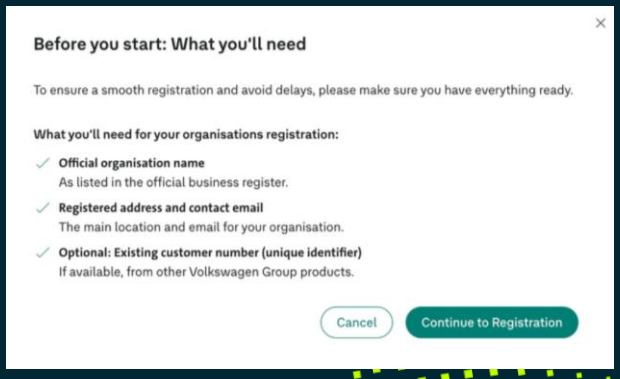
How To: OBID Registration

Go to www.onebusinessid.com and click “Register New Organisation”.



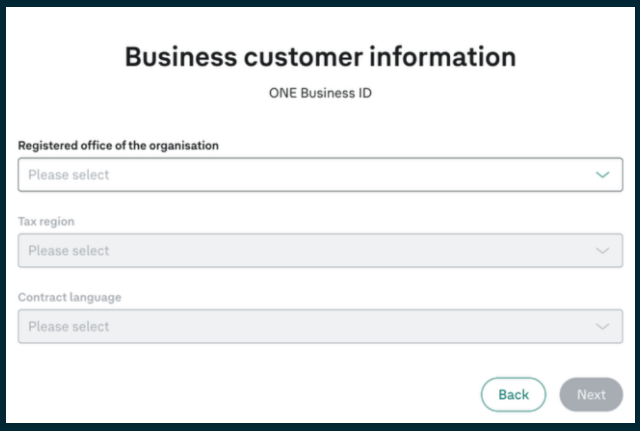
Select “Register manually” and “Continue to Registration” with your prepared documents at hand.



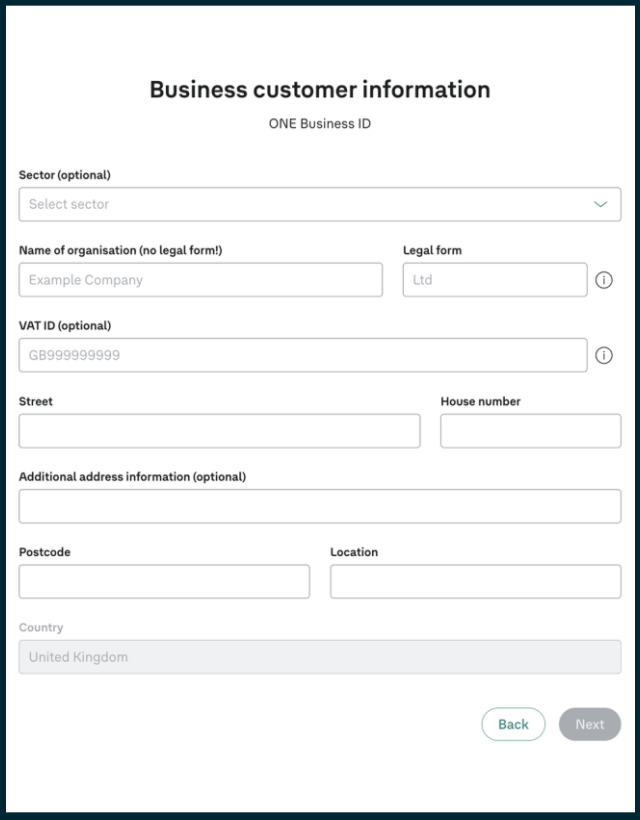


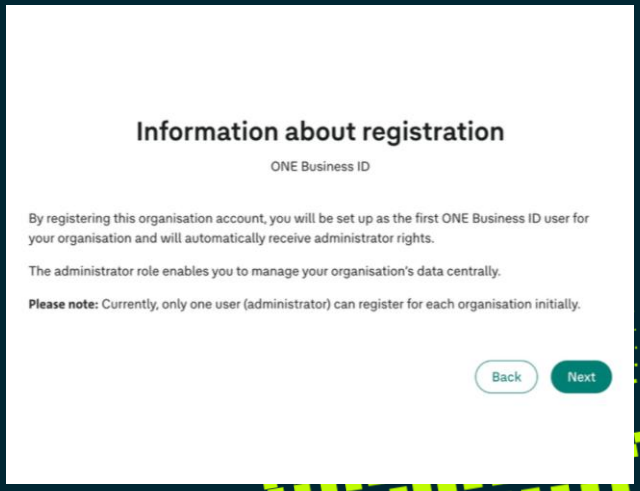
How To: OBID Registration

Select your tax region and contract language, then click “Next”.



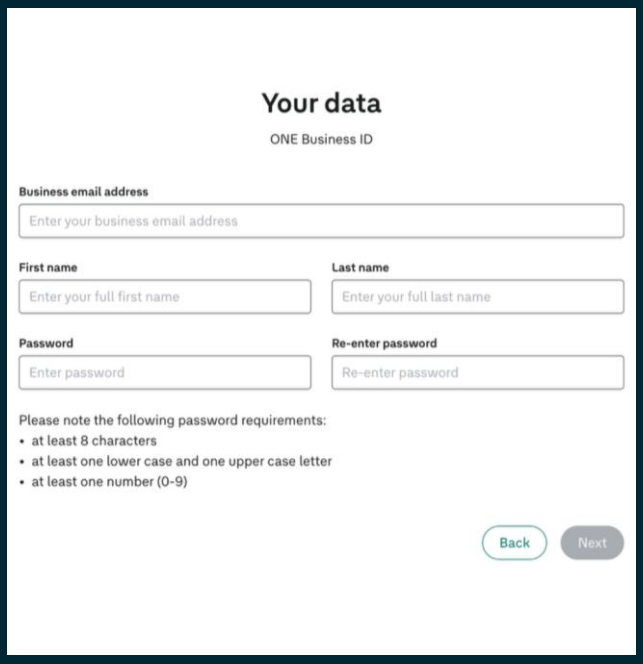
Fill in your organization's details, click “Next”, confirm your administrator role and, again, click “Next”.



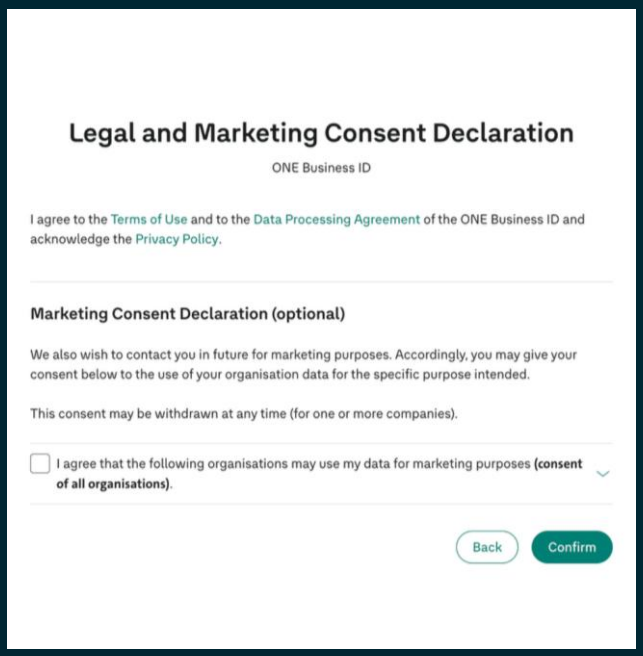


How To: OBID Registration

Fill in your contact details as administrator and click “Next”.

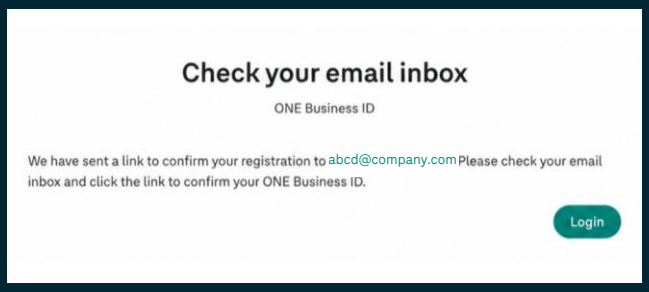


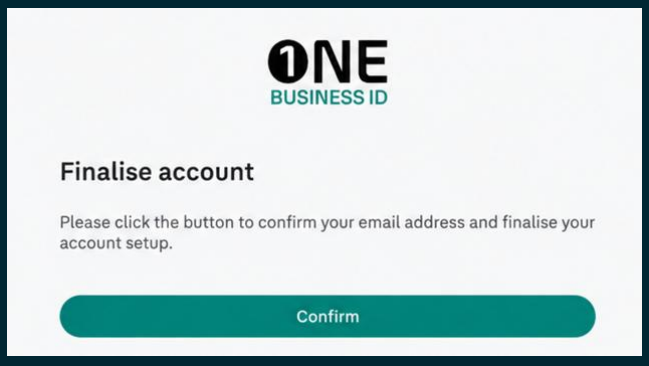
Consent to the Terms of Use, the Data Processing Agreement and acknowledge the Privacy Policy. Determine if you want to give the optional Marketing Consent. Then click “Confirm”.

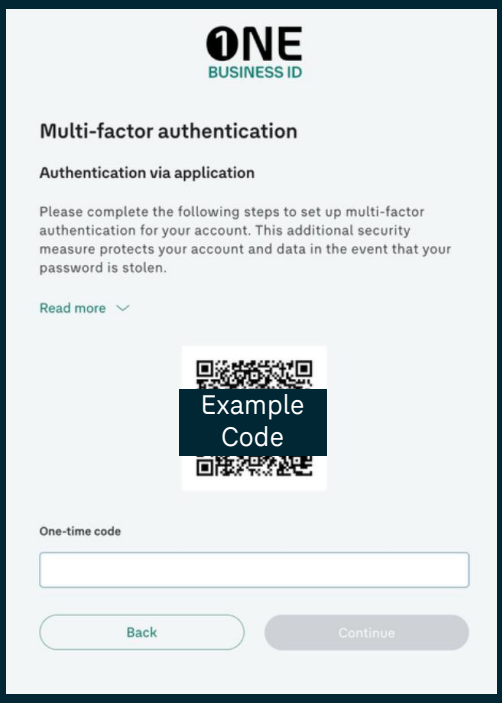


How To: OBID Registration

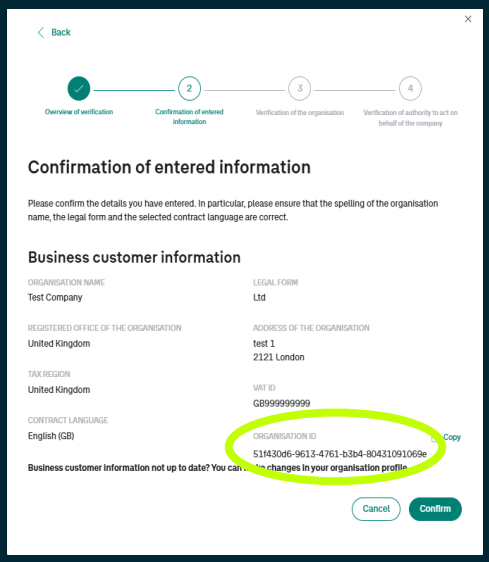
Check your email inbox and log in again to confirm your ONE Business ID.
To set up the multi-factor authentication for your account, generate a one-time code (OTP) with applications such as “Google Authenticator”, “Microsoft Authenticator” or “Free OTP”. Generate a one-time code and click “Next”.







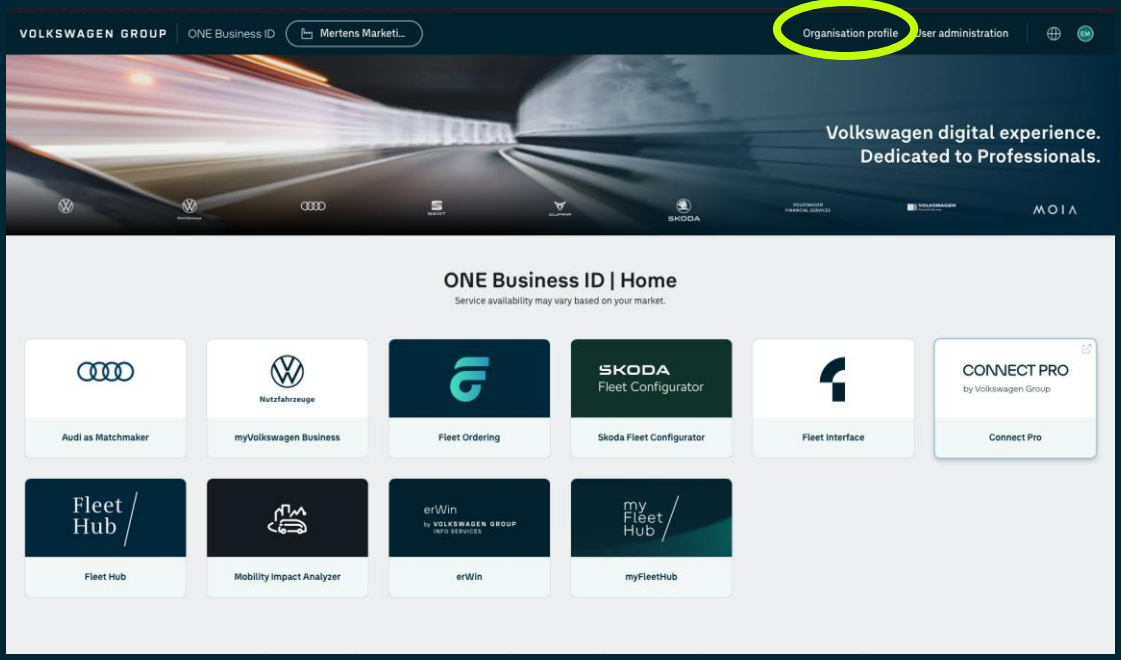
Navigate to the “Organization Profile” tab (in the top left menu) and copy your Organization ID. Email it to gis-support@cariad.technology.



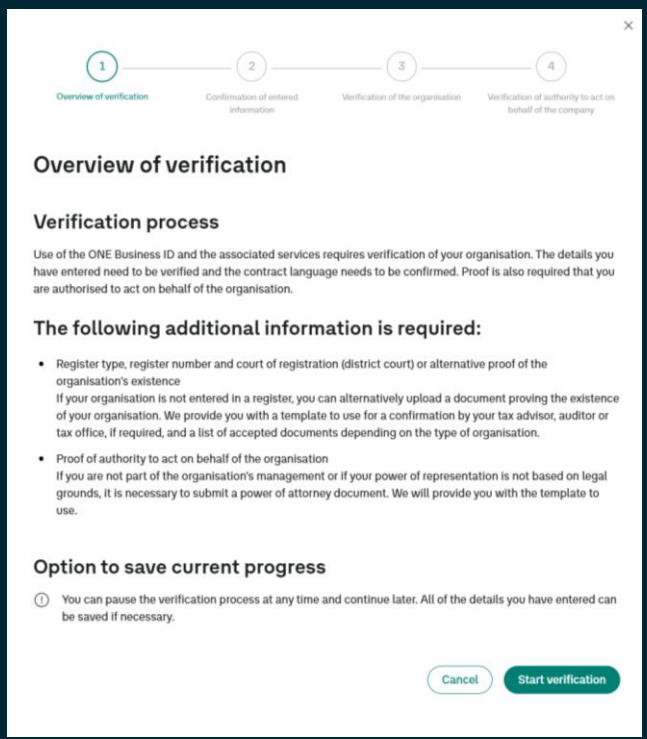
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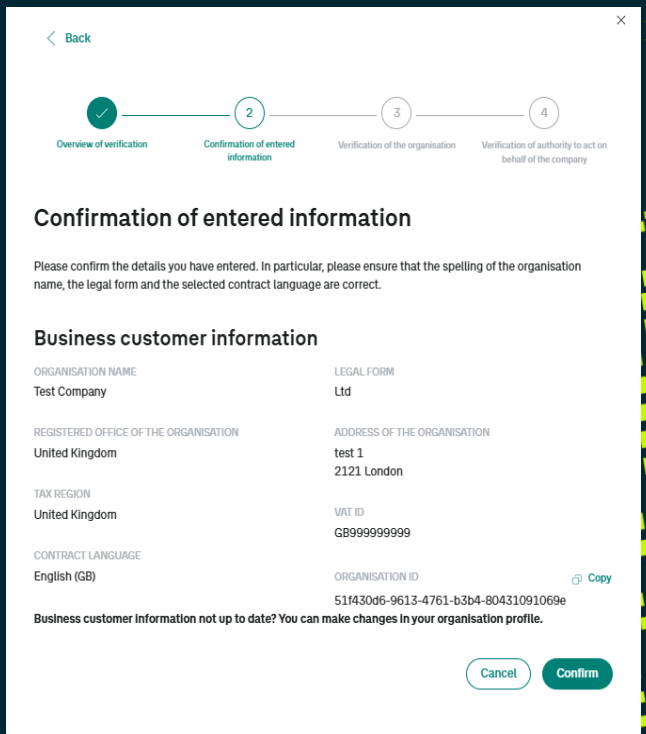
How To: OBID Registration Verification

Log in to the ONE Business ID website and click “Organisation Profile” in the top left menu, then start the verification process with „Start Verification“



Make sure you have the requested documents at hand that prove your authorization to act on behalf of your company, then click “Start Verification”, then confirm your entered information.





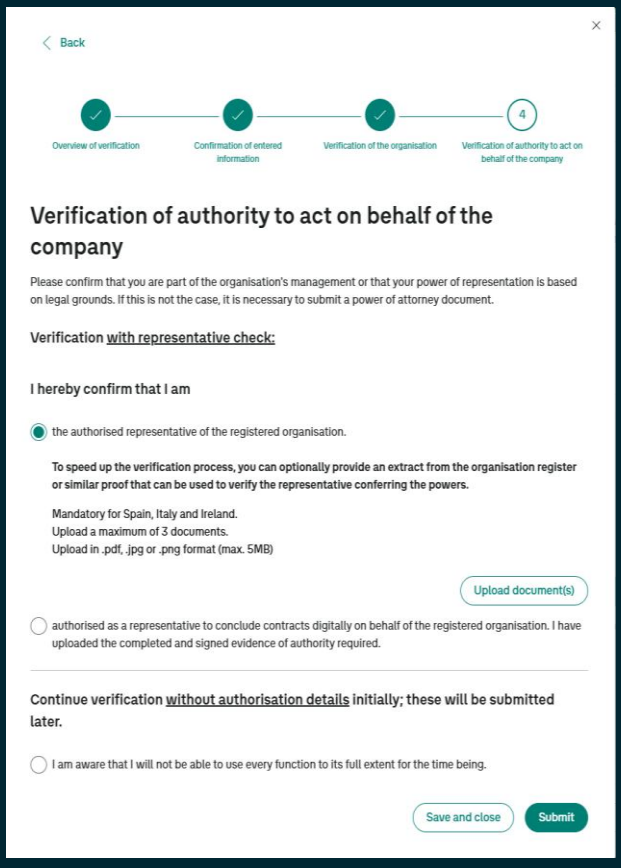
How To: OBID Registration Verification

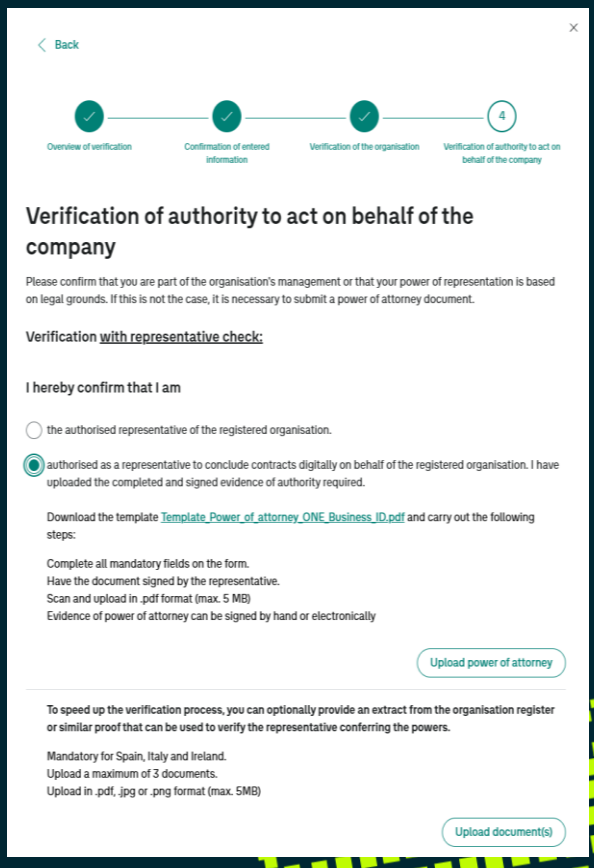
If you **have the authority** to act on behalf of your company:

- select "the authorised representative of the registered organisation"
- upload an extract from the organisation register.

If you **do not have the authority** to act on behalf of your company:

- select "authorised as a representative to conclude contracts digitally on behalf of the registered organisation (…)"
- upload signed evidence.





Done! You can now proceed with contracting.