

Setting Up an Apple® Developer Account in preparation for your custom app

Apple® has made major changes to their policies regarding releasing custom apps to the Apple Store. In essence, each business that wants to publish an app must register their business with Apple's Developer program. After you register, you can then "invite" Ennoview as a partner and we will be able to publish your app. This is only required for the Apple version and does not affect your Android app.

The changes made by Apple affect EVERY app developer and not just Ennoview. To guide you through this process, we have created this easy-to-follow list. It is possible that your business already meets several of these requirements. We recommend going step-by-step in order, marking each one completed as they are finished.

You will only need to do these steps once. After every requirement is met and you've successfully added Ennoview to your Developer account, we'll take over the responsibility of launching, updating, and maintaining your MyDash app.

Still have questions? [Check out our MyDash - Apple Requirements FAQ.](#)

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STEP 1 - Complete Business Requirements

Set Up a Business Email Address

You'll need an email address with your own domain name (e.g., owner@yourcompany.com) in order to sign up for an Apple Developer account. Apple won't accept personal email addresses created through free online services such as Gmail or Yahoo.

If you have your own website, then you may already have a custom email address as part of your website hosting plan. If not, you can still purchase a custom address for your organization, but you'll need to use [Gmail for business](#) or a similar service.

Set Up a Business Website

Your business must have a publicly-available website, and the domain name must be associated with your organization. In other words, you'll need either a domain name or a website where clients can go to find your business.

Register Your Business as a Legal Entity

Your business must register as a corporation, LLC, or other type of legal entity (e.g., GmbH, AG, KG) to enroll in the Apple Developer Program. Apple will not allow sole proprietorship/single-user businesses to launch apps through this program. Also, Apple does not permit the use of DBAs, fictitious business names, trade names or branch names.

We know registering as a legal entity is no small task, but due to the sensitive legal nature of these agreements, Ennoview representatives won't be able to assist with this step. Local laws and the resulting tax implications can vary significantly depending on where your business is located. For this reason, we strongly recommend reaching out to a qualified legal adviser to discuss the registration requirements in your area.

Find Your D-U-N-S® Number

The Data Universal Numbering System (D-U-N-S) number is a unique identifier used to verify your business's identity and legal status. Essentially, it shows Apple that your business is legitimate and should be allowed to publish on their platform. These numbers are automatically issued by a company called Dun & Bradstreet to eligible businesses. If you've registered as a legal entity in the past then it is possible a D-U-N-S number has already been created and assigned to you.

You may not know your D-U-N-S number or even if your business has one, and that's okay - they're free and easy to look up through the [Dun & Bradstreet website](#).

Looking Up Your Existing D-U-N-S Number

Even if you've never heard of Dun & Bradstreet, you should check to see if a D-U-N-S number has already been assigned to your business. Here's what to do:

1. Visit the [D-U-N-S Number Lookup Website](#)
2. Select **My Company** in the dropdown.
3. Enter your business name and address, then click **Search**.
 - a. Didn't find your business? Try searching by phone number instead.
4. Find your business, then click **Email D-U-N-S® Number** on the right-hand side.
5. Enter your name and email address, then click **Submit**.
6. Now check your email for a message from Dun & Bradstreet. It should arrive within a few minutes.

Requesting A New D-U-N-S Number

If you cannot locate your business's D-U-N-S number and you've completed all the prior steps in this article, then you will need to register your business with Dun & Bradstreet. [Click here to visit the D-U-N-S registration website and get started.](#)

Dun & Bradstreet also provides separate registration websites for businesses located outside the U.S. [Click here](#) to find the appropriate website for your country.

Here's what you should know about requesting a D-U-N-S number:

- Registration is free.
- After requesting a number, it may take up to five days to receive it from Dun & Bradstreet.
 - **Note:** If you've waited five days, and haven't received a reply, please contact Dun & Bradstreet at (800) 234-3867 to check on the status of your request.
- Once your number is received, it may take an additional two days for Apple to receive your registration information.

Given this timeline, we recommend waiting at least one week between requesting a D-U-N-S number and registering with Apple. Because we are relying on both Dun & Bradstreet and Apple to complete this process in a prompt manner, Ennoview will be unable to assist you during this time.

Create an Apple ID for Your Business

When enrolling in the Apple Developer program, we recommend creating an Apple ID specifically for your business. We advise that this ID should be separate from your personal Apple ID, as Apple will use the linked email address to communicate updates about your app and bill your annual \$99 registration fee. For the same reasons, you may want to register your Apple ID using a private email address rather than a general address that is shared among several employees—[owner@yourbusiness.com](#) rather than [info@yourbusiness.com](#), for example.

If you've previously created an Apple ID for your business, then you can use the same ID with the Developer program.

To create a new Apple ID, follow these steps:

1. Go to the [Create Your Apple ID](#) page.
2. Fill out the form using your company email address and complete all required security questions.
 - **Note:** Apple will use this address to communicate updates concerning your app registration—be sure to check it regularly.
3. Apple will send a six-digit verification code after filling out the form. You will need to enter this code to complete registration.

Apple Support

Since this process takes place entirely within Apple's ecosystem, our support team is limited in the help they can provide. If you encounter trouble with your Apple ID, we recommend using these resources:

- [Click here if you can't remember the email address or password for your Apple ID.](#)
- [Click here if you need assistance setting up or managing your Apple ID.](#)
- [Click here to contact Apple Support](#) - You will need to log in and select the Apple ID tile.

STEP 2 - Register with the Apple Developer Program

If you've completed all the prior steps in this article, then you're ready to enroll in the Apple Developer Program. We recommend writing down or copying into a separate document, all the information that you'll need to complete your enrollment. Please note that you **must enroll as an organization** when registering with the program; we won't be able to launch your app if you register as an individual.

To recap, please make sure you have:

- ☐ Your business website URL/address
- ☐ The business email address you'll use to communicate with Apple
- ☐ Your D-U-N-S number (this verifies your business status as a legal entity)
- ☐ The login information for your business's Apple ID

[Click here when you are ready to register with the Apple Developer program.](#)

Confirm and Pay for Your Developer Account

After submitting your application, Apple will contact you by phone within two weeks to verify enrollment. You'll then receive a confirmation email at your Apple ID email address with an enclosed link that you must use to confirm and pay for your developer membership.

When you receive the confirmation email, complete these steps:

1. Click the link enclosed in your email.
2. Log in to the App Store with your Apple ID.
3. Accept the terms and conditions and click **Continue**.
4. After confirming your info, check the **Automatic Renewal** option to enroll in a yearly renewal and choose to proceed.
5. Pay for the enrollment.

You will have enrolled successfully in the Apple Developer Program once you see the "Thank you" screen. You'll receive a welcome email and a payment confirmation email from Apple soon after.

STEP 3 - Invite Ennoview to Your App Accounts

Lastly, you must invite Ennoview to manage your account through your Apple Developer Account. This grants us permission to publish your MyDash app on your behalf.

1. Login to your Apple Developer Account and click "People."
2. Click 'go to app store connect' button
3. Click the + icon to add user
4. Enter the following details:
 - First Name: **Ennoview**
 - Last Name: **Dev**
 - Email: **Dev@ennoview.com**
 - Set Role as **Admin**
 - Allow Access to Certificates

New User

First Name: Ennoview Last Name: Dev

Email: dev@ennoview.com

Roles

<input checked="" type="checkbox"/> Admin	<input checked="" type="checkbox"/> Finance	<input checked="" type="checkbox"/> Access to Reports
<input checked="" type="checkbox"/> Sales	<input checked="" type="checkbox"/> Developer	<input checked="" type="checkbox"/> App Manager
<input checked="" type="checkbox"/> Customer Support	<input checked="" type="checkbox"/> Marketing	

[See Permissions](#)

Apps Choose apps this user has access to (optional)

All Apps

Developer Resources

☒ Access to Certificates, Identifiers & Profiles: [Learn More](#)

[Cancel](#) [Invite](#)

Additional Help

It's important to understand that this policy was not created nor implemented by Ennoview —these steps are dictated by Apple and apply to every business that operates on the app store. Our goal is to make this process as straightforward and painless as possible for you.

Unfortunately, completion of these steps is dependent on third-party companies and products that operate beyond our control. For this reason, we ask that you use the following resources:

- [Dun & Bradstreet Customer Support](#): For questions concerning D-U-N-S lookup, registration, and related questions.
- [Apple Customer Support](#): For questions concerning your Apple ID, account information, or registering with the Developer program.

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