



وزارة البلديات والإسكان

Ministry of Municipalities and Housing

User Guide for the  
**Mobile Store Markets Service**

Beneficiary's  
Copy

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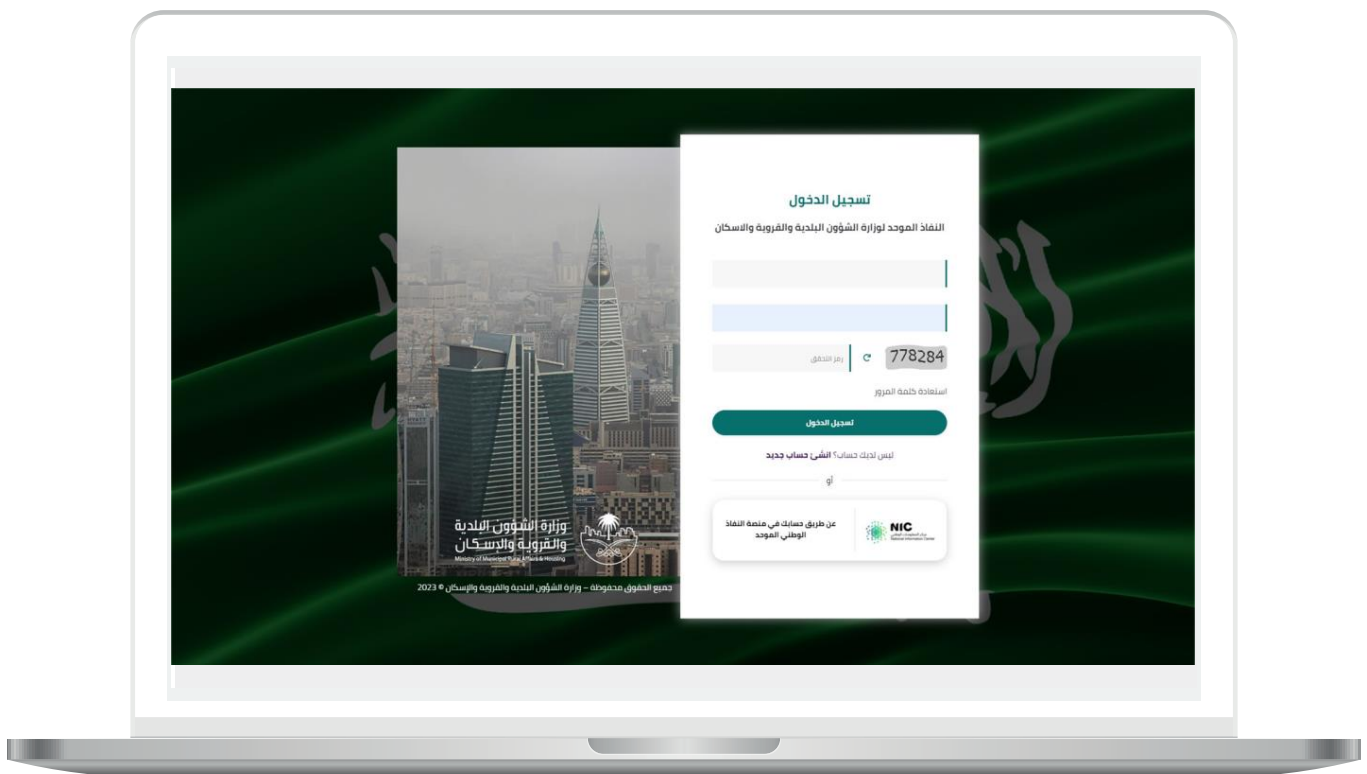
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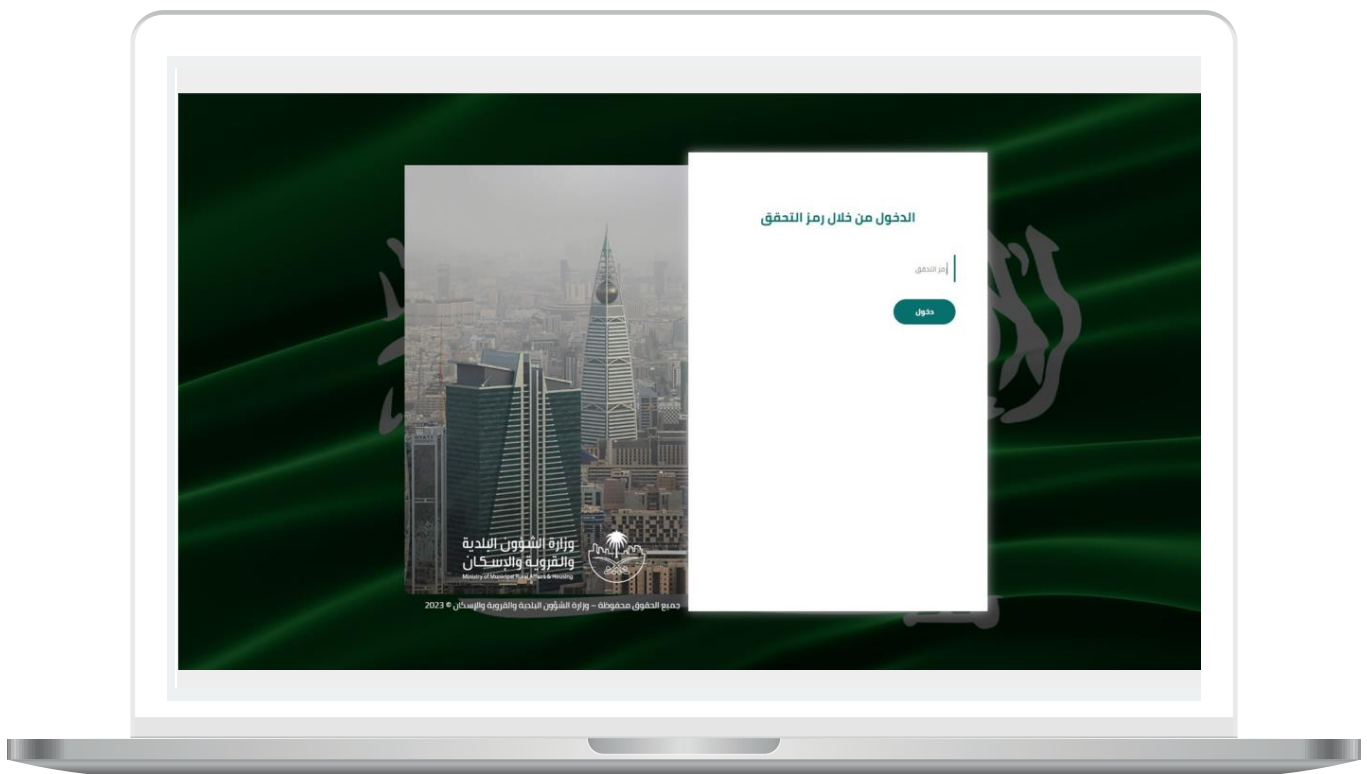


## Login to the System

1) After accessing the system link, the following screen will appear, where the user enters their details (**National ID/Iqama Number, Password, Security Code**) and then clicks the (**Login**) button. The security code can be changed by clicking the circular arrow icon.

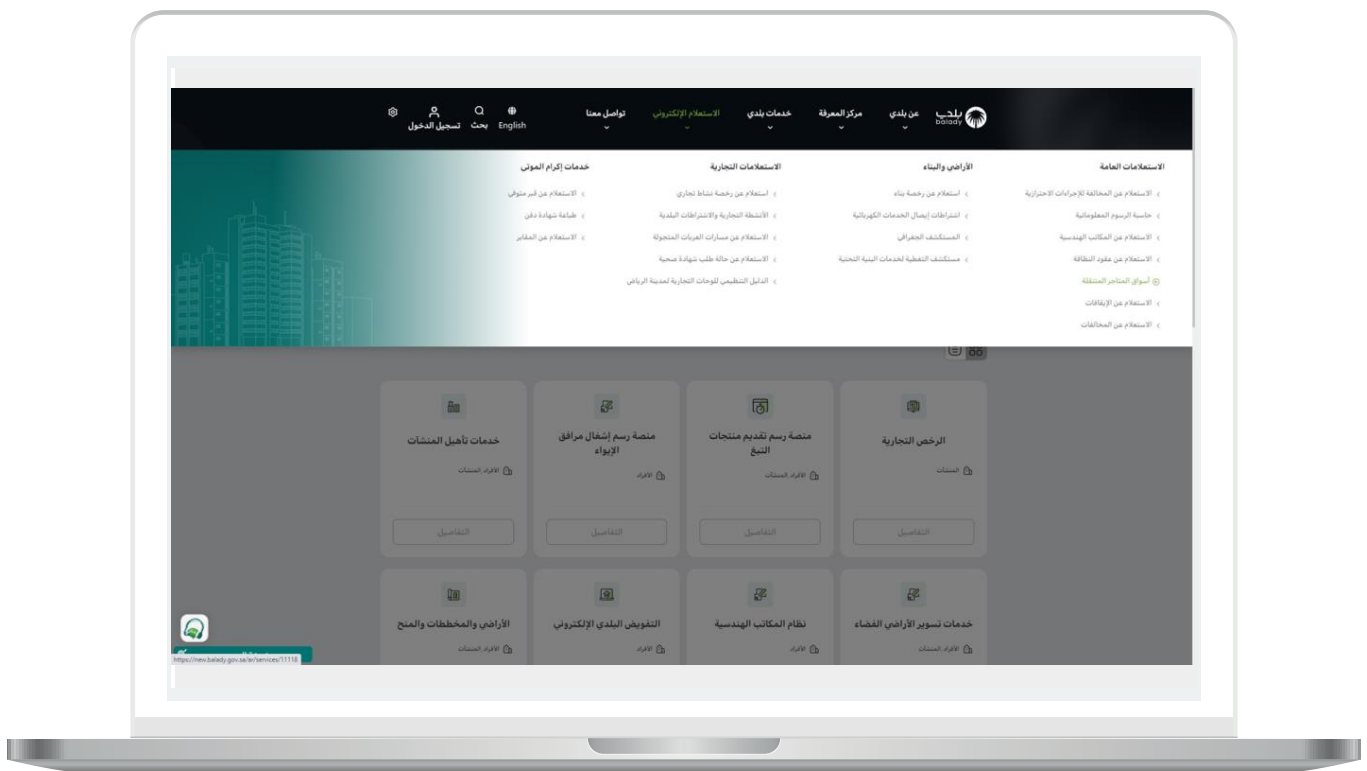


2) A verification code will then be sent to the user's mobile phone, which they need to enter in the (**Verification Code**) field and click the (**Login**) button, as shown in the following screenshot.



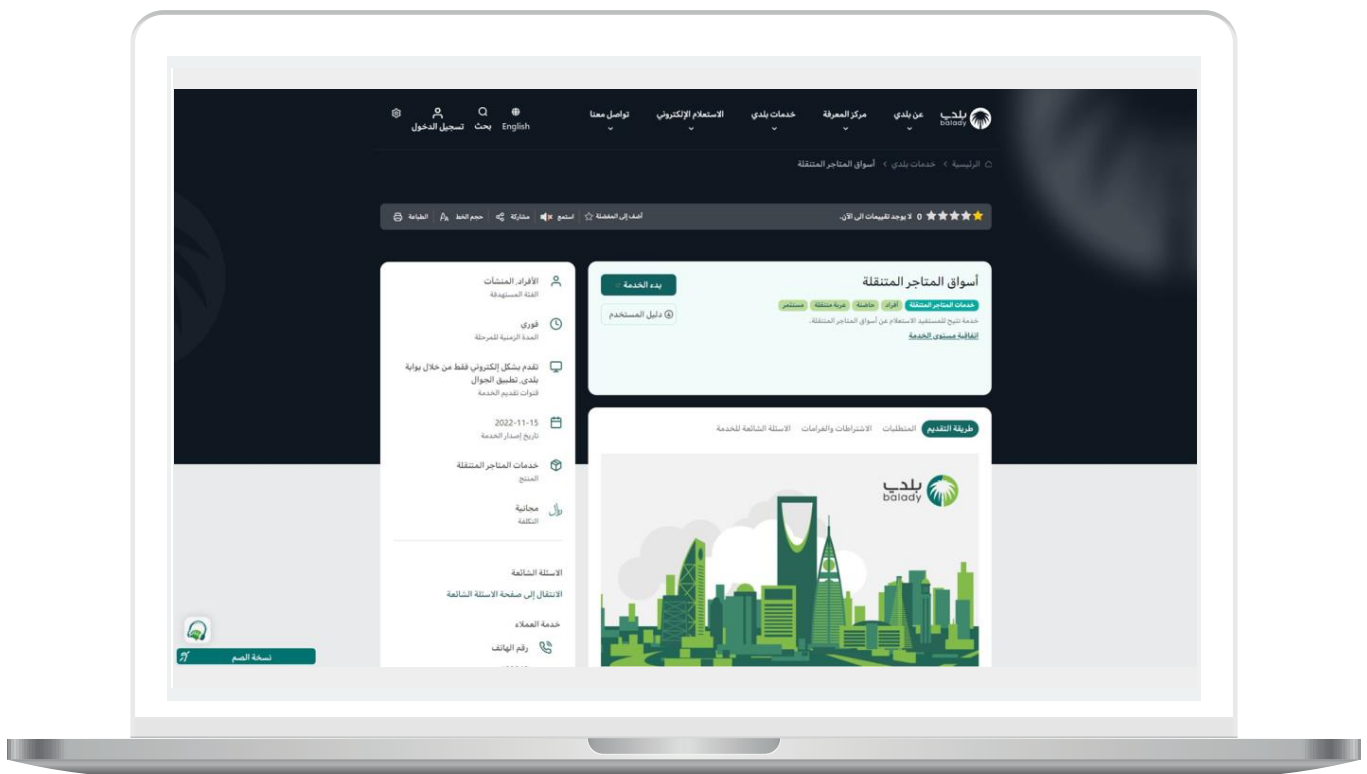
3) Once logged into the Balady platform, the platform's main screen will appear, as shown in the screenshot below.

From the **(Electronic Inquiry)** menu, select **(Mobile Store Markets)**.



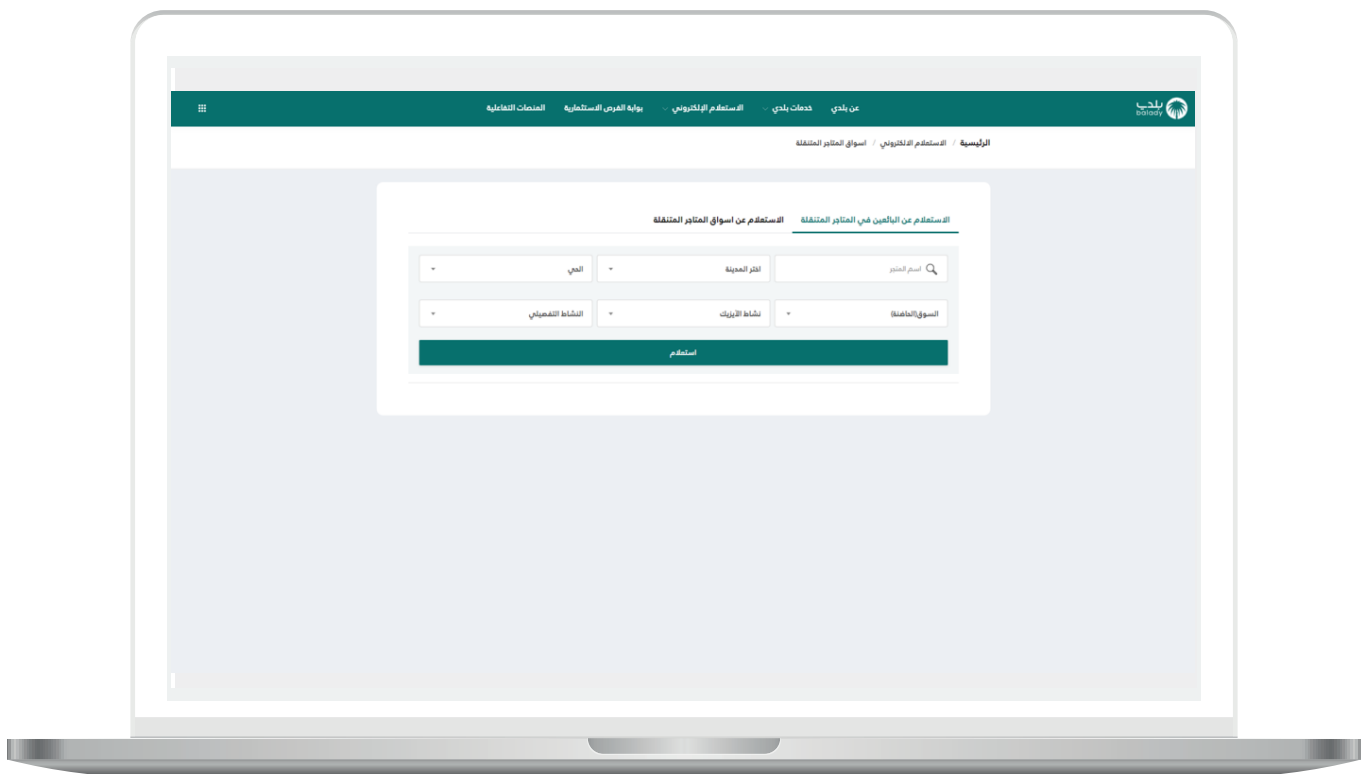
## Steps to Request the Service

1) On the main screen, click **(Start Service)**, as shown below.



2) The following screen then appears, allowing the system to provide inquiries through two methods:

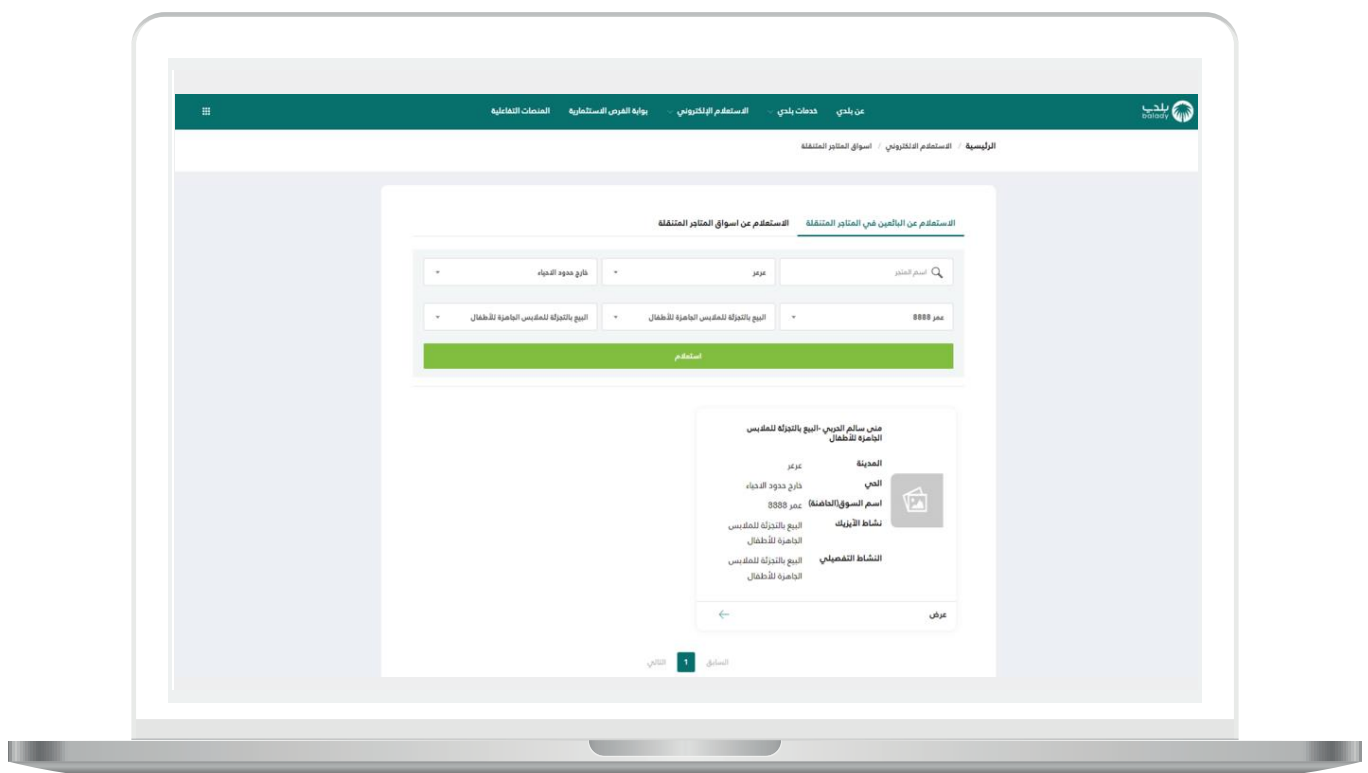
- Inquiry about vendors in mobile stores.
- Inquiry about mobile store markets.



## 1) Inquiring About Sellers in Mobile Stores

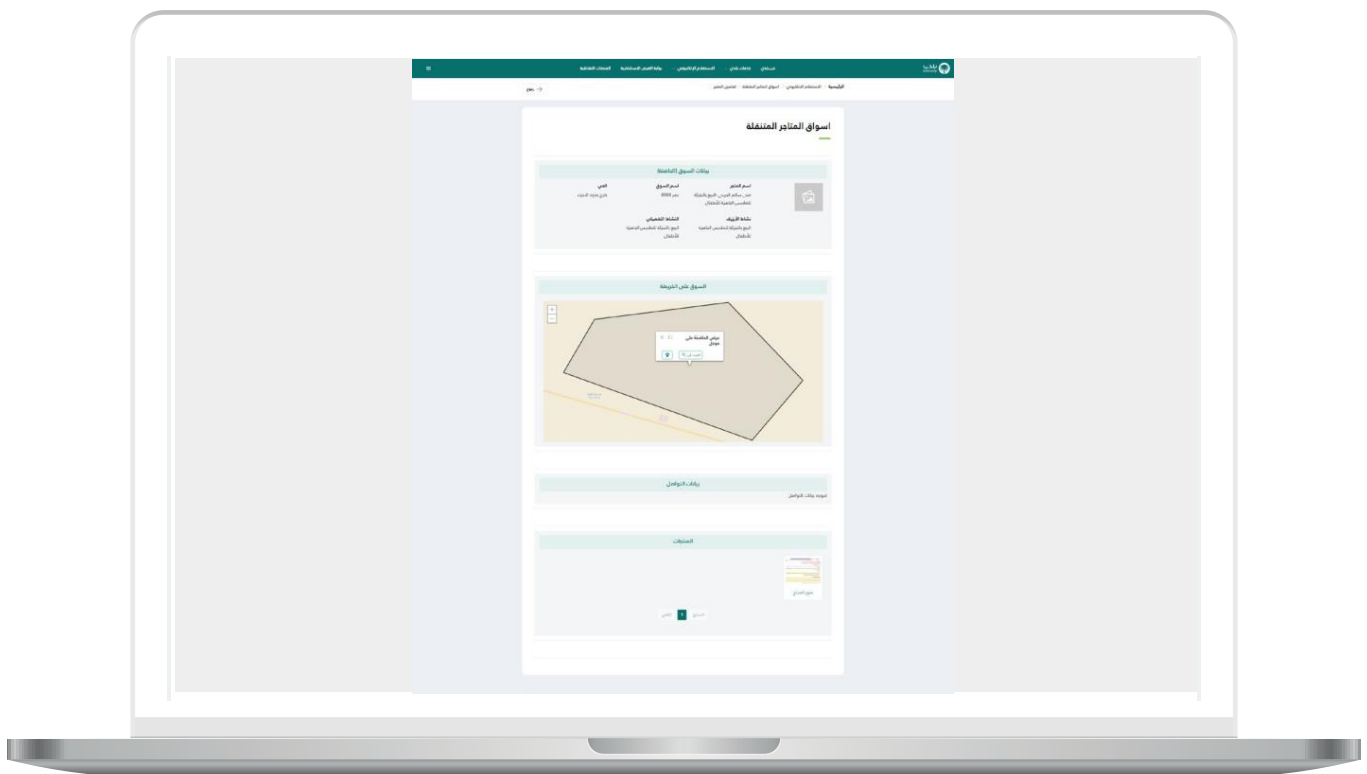
1) When selecting the **(Inquiry about sellers in mobile stores)** option, the system allows searching by filling in some or all of the following search criteria: **(Store Name, Select City, District, Market (Incubator), ISIC Activity, Detailed Activity)**. After entering the criteria, the user clicks the **(Search)** button.

Once the search results appear, market details can be viewed by clicking the **(View)** button.



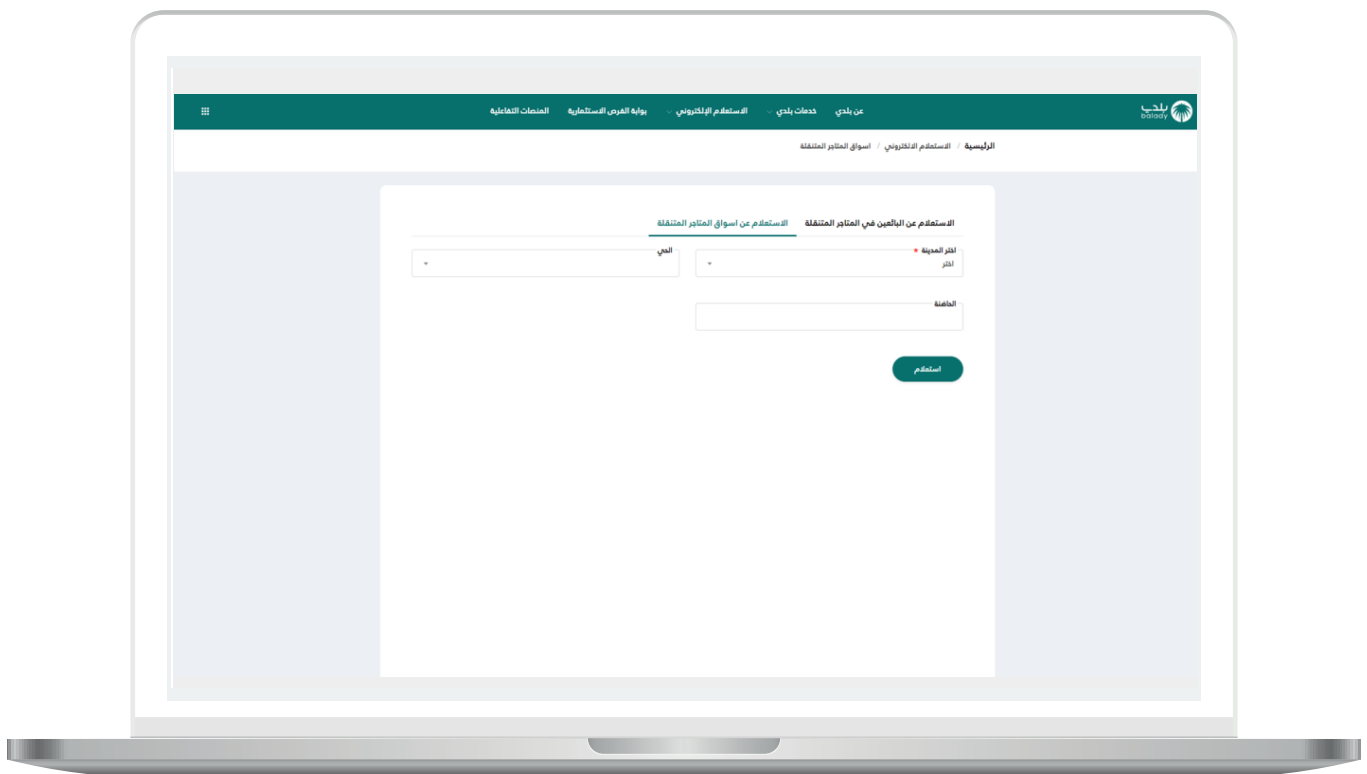


2) The details are then displayed as shown in the screen below, including: (Market (Incubator) Data, Market on the Map, Contact Information, and Products).

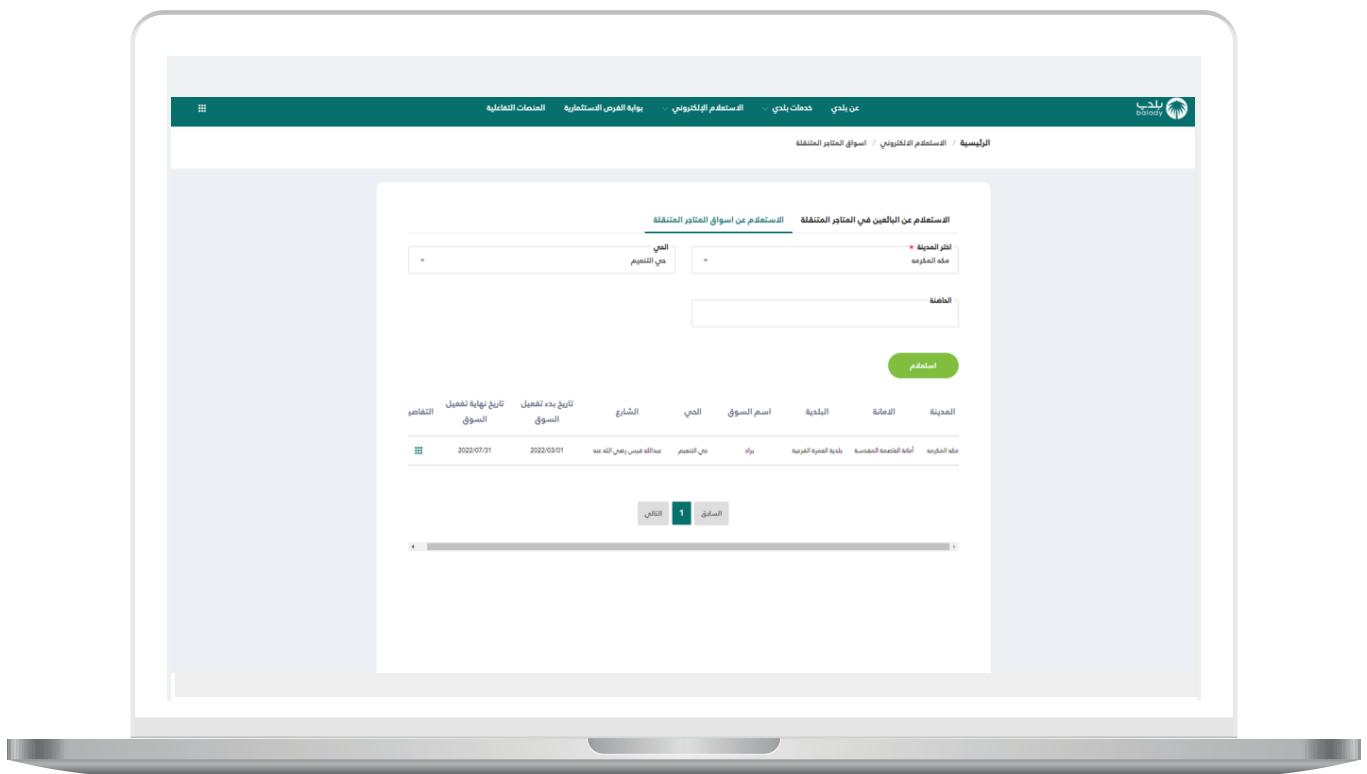


## 2) Inquiring About Mobile Store Markets

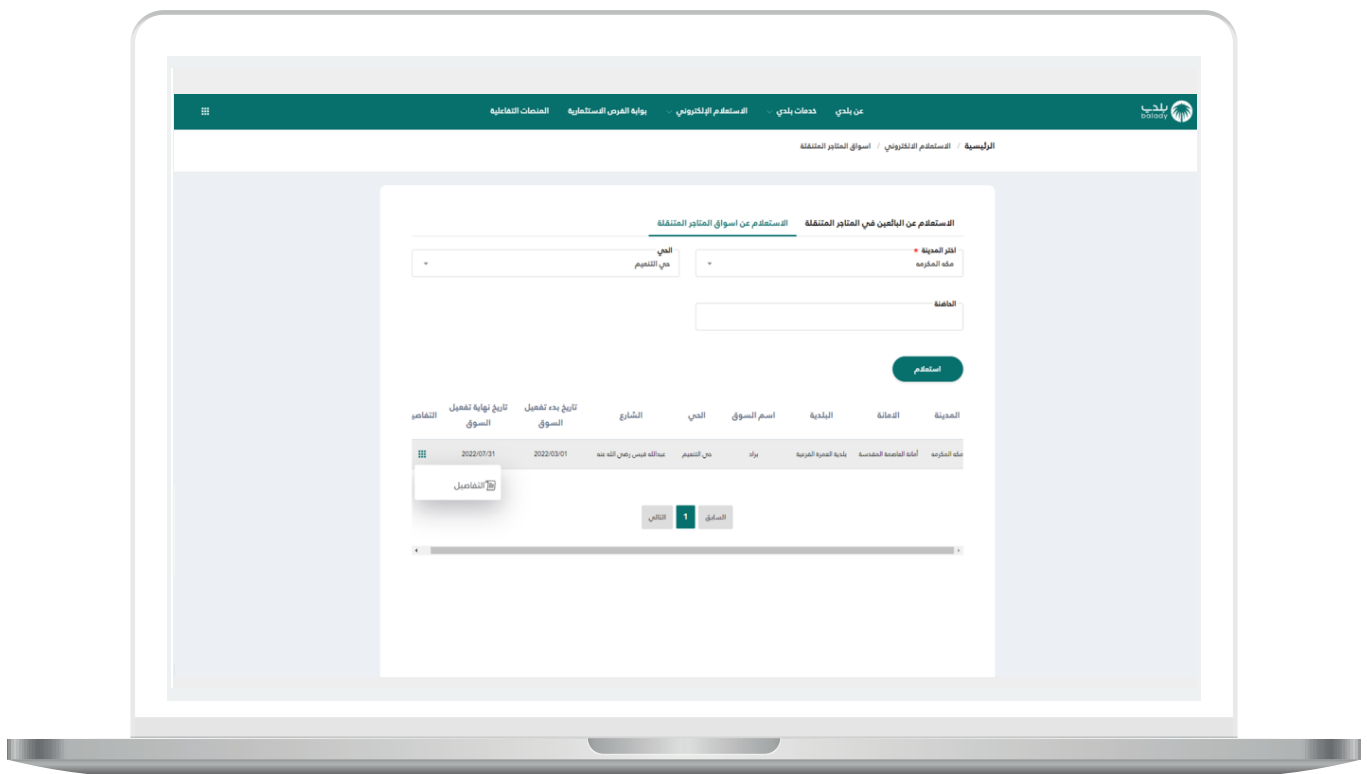
1) When selecting the **(Inquiry about mobile store markets)** option, the system allows searching by filling in some or all of the following search criteria: **(Select City, District, Incubator)**. After entering the criteria, click the **(Search)** button.



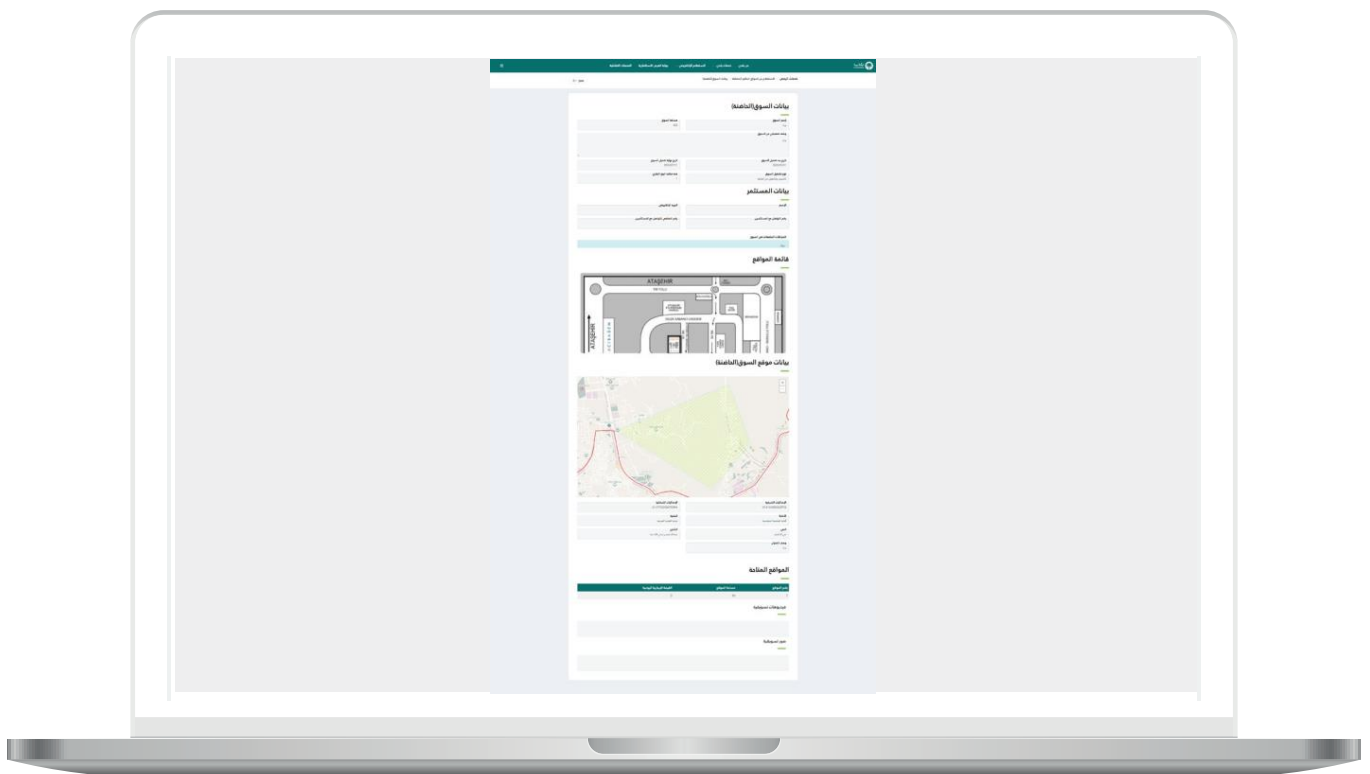
2) Once the search results appear, market details can be viewed by clicking the green box in the **(Details)** column.



3) The user then clicks (**Details**), as shown below.



4) The details are then displayed as shown in the screen below, including: **(Market (Incubator) Data, Investor Data, List of Locations, Market (Incubator) Site Data, Available Locations).**



 | 199040 Direct Contact Number

 | @Balady\_CS Customer Service

