



وزارة البلديات والإسكان

Ministry of Municipalities and Housing

User Guide for the
Mobile Store Markets Service

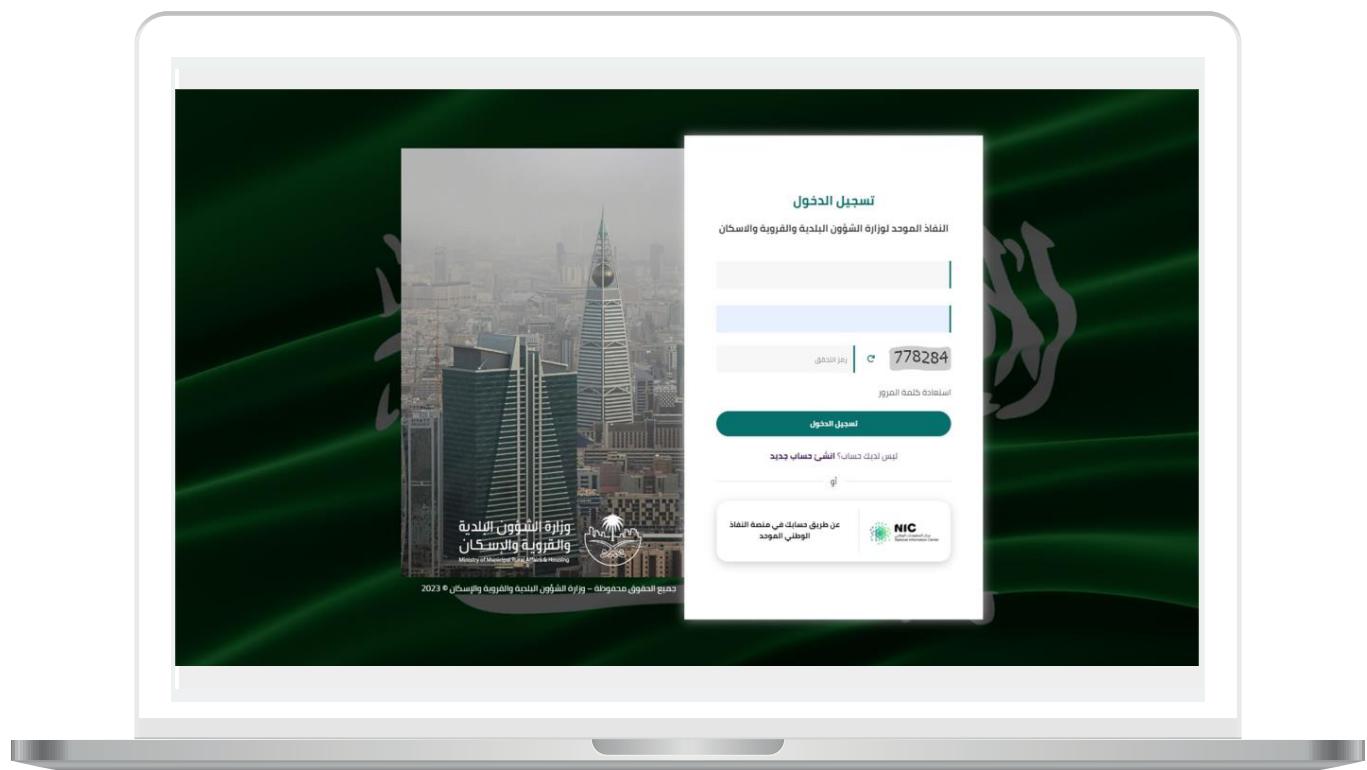
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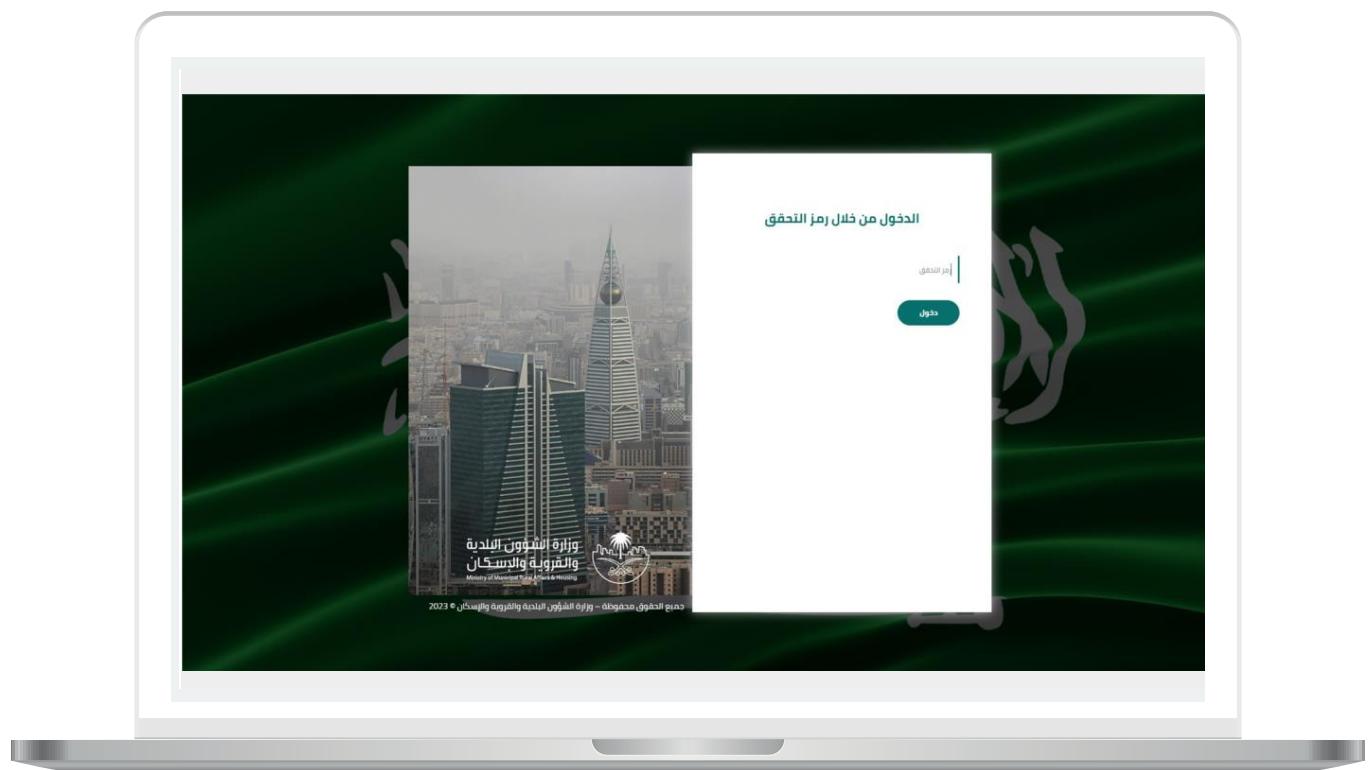
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Login to the System

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.

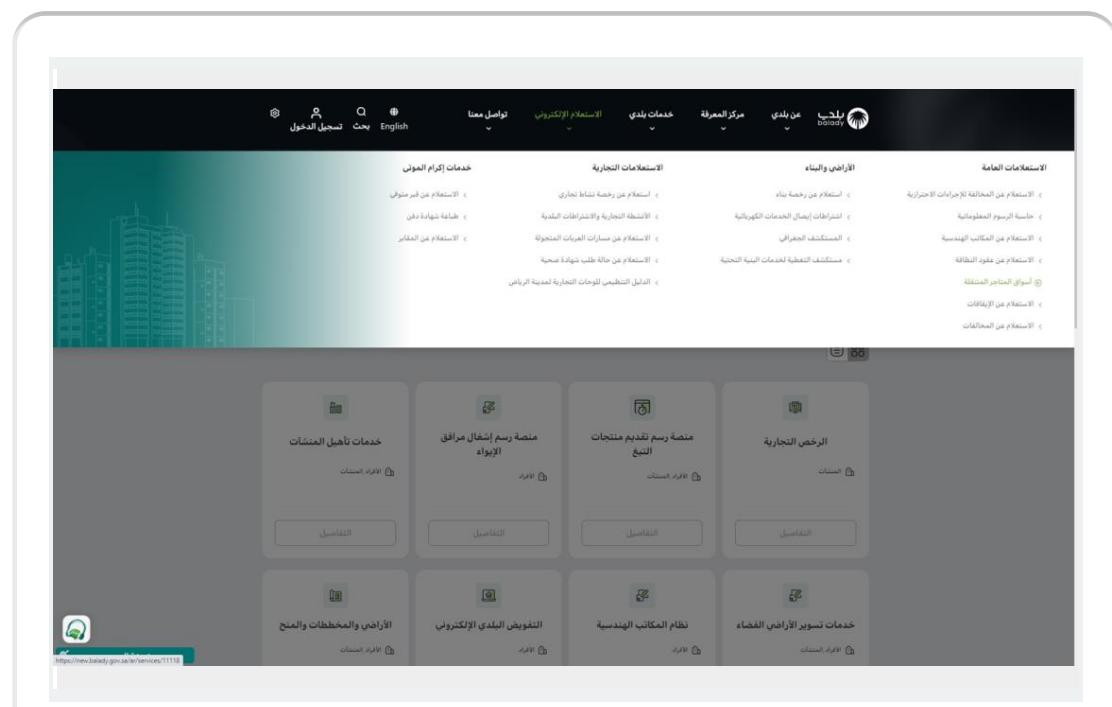


2) A verification code will then be sent to the user's mobile phone, which they need to enter in the **(Verification Code)** field and click the **(Login)** button, as shown in the following screenshot.



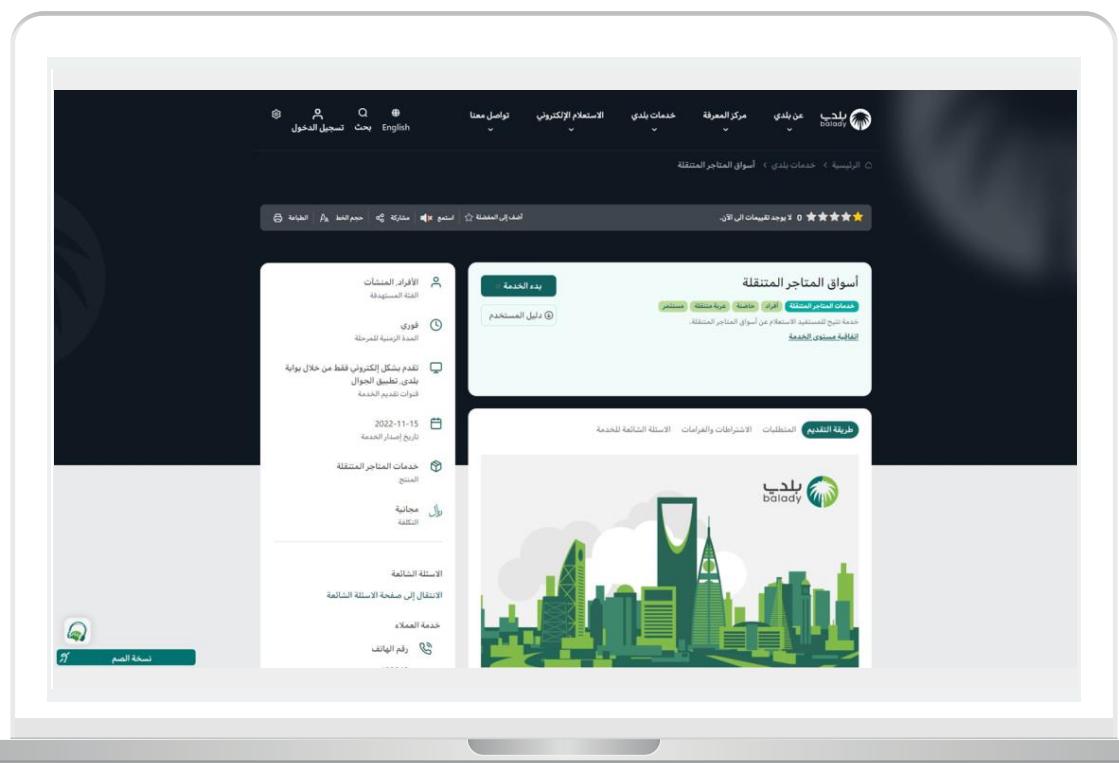
3) Once logged into the Balady platform, the platform's main screen will appear, as shown in the screenshot below.

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



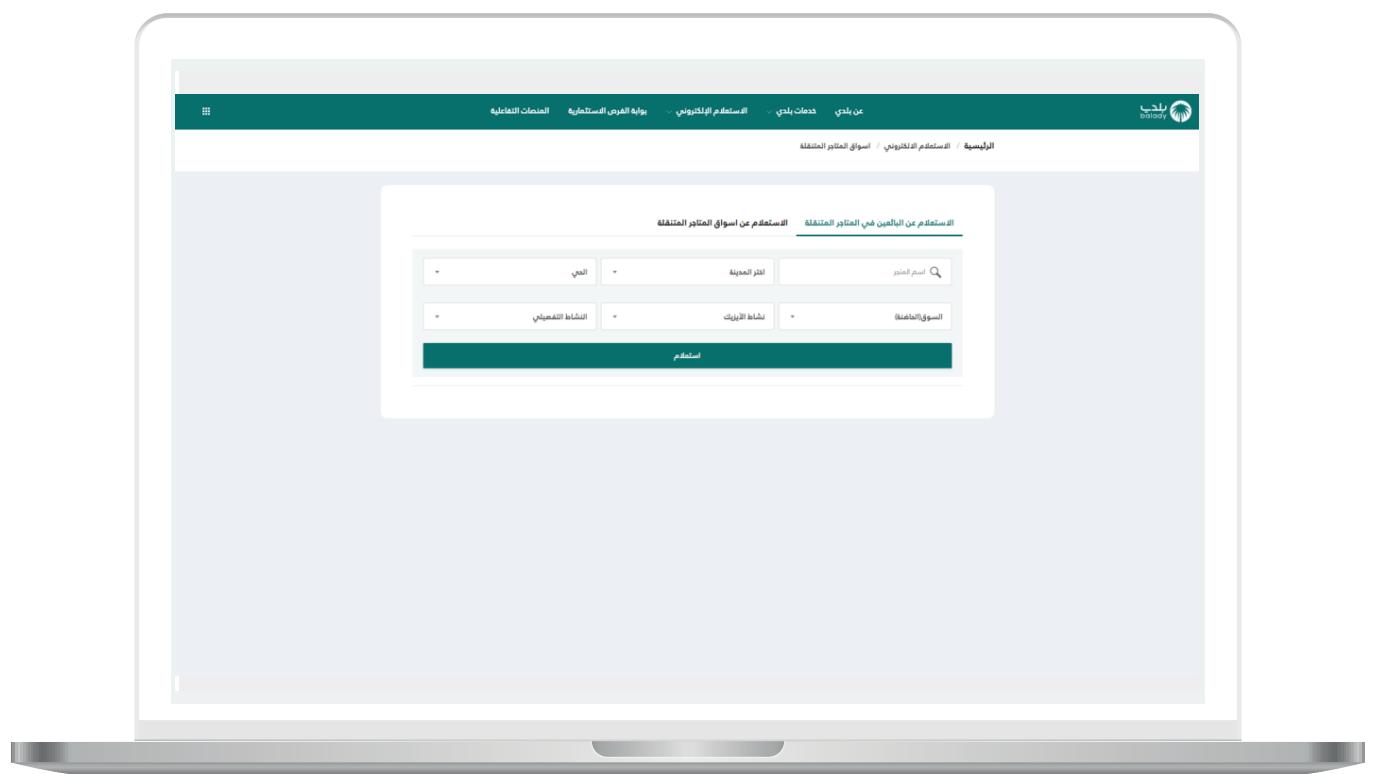
Steps to Request the Service

- 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:

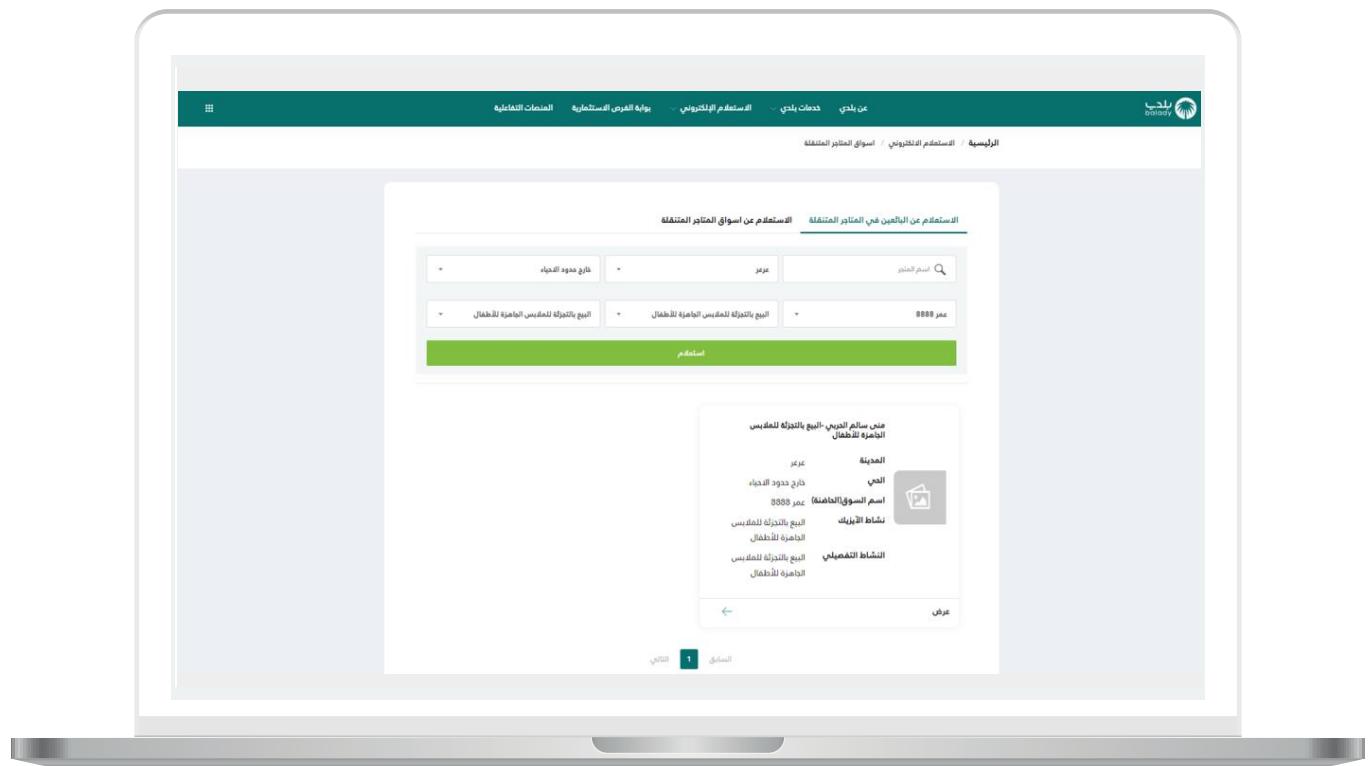
- Inquiry about vendors in mobile stores.
- Inquiry about mobile store markets.



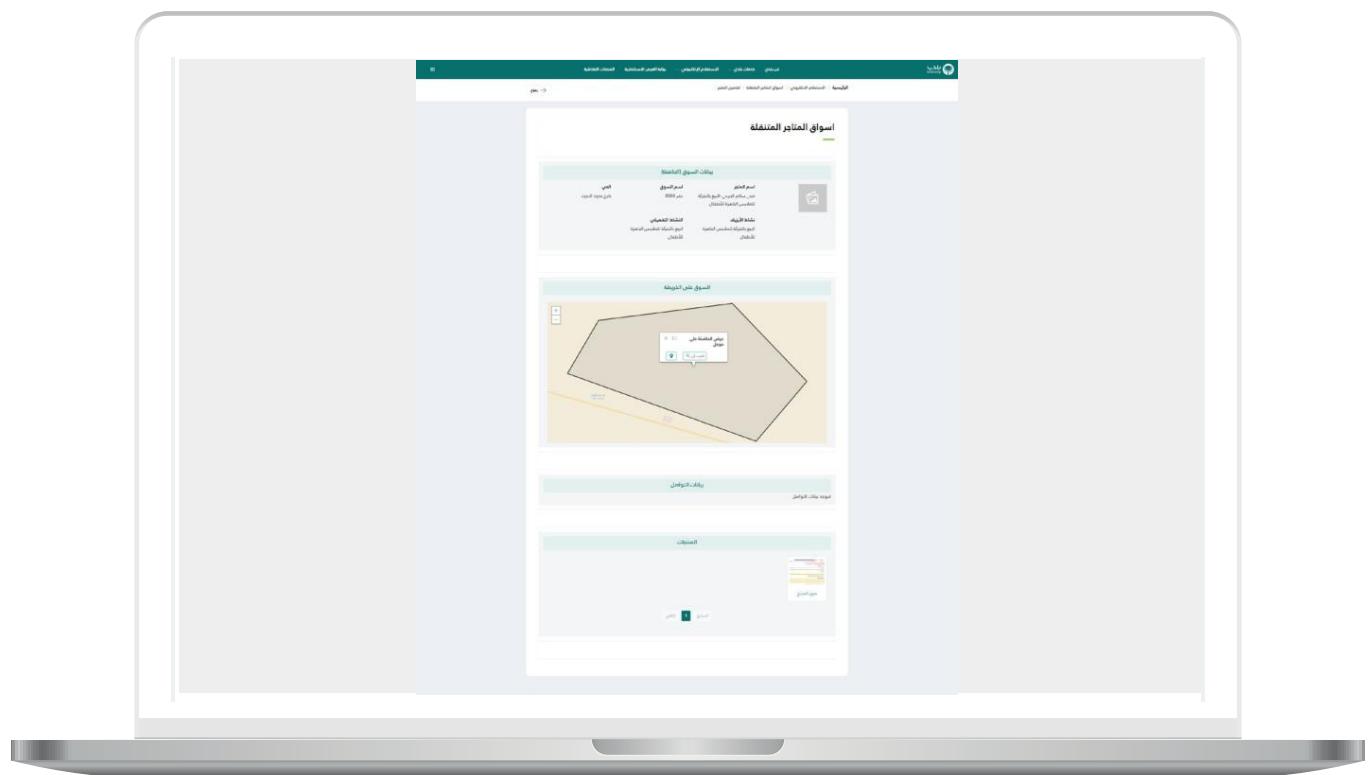
1) Inquiring About Sellers in Mobile Stores

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.

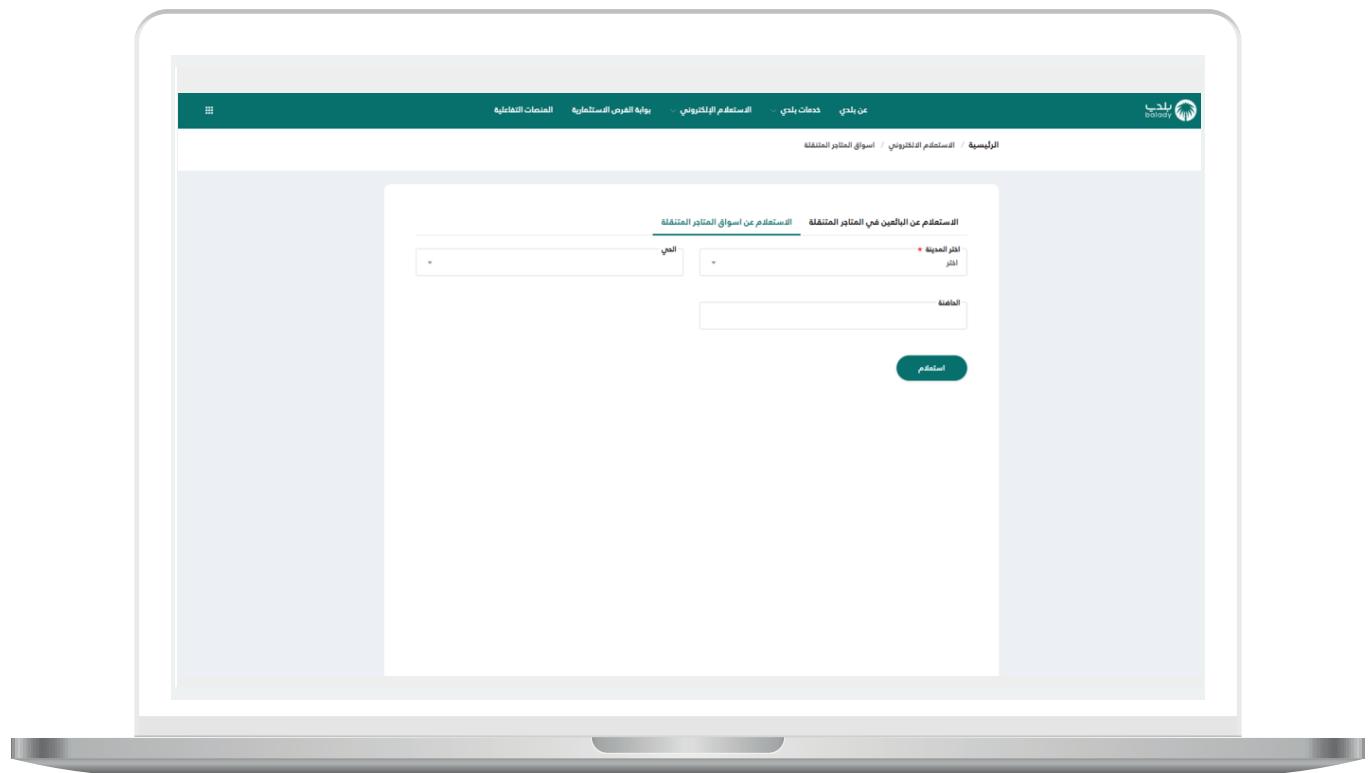


2) The details are then displayed as shown in the screen below, including: (Market (Incubator) Data, Market on the Map, Contact Information, and Products).

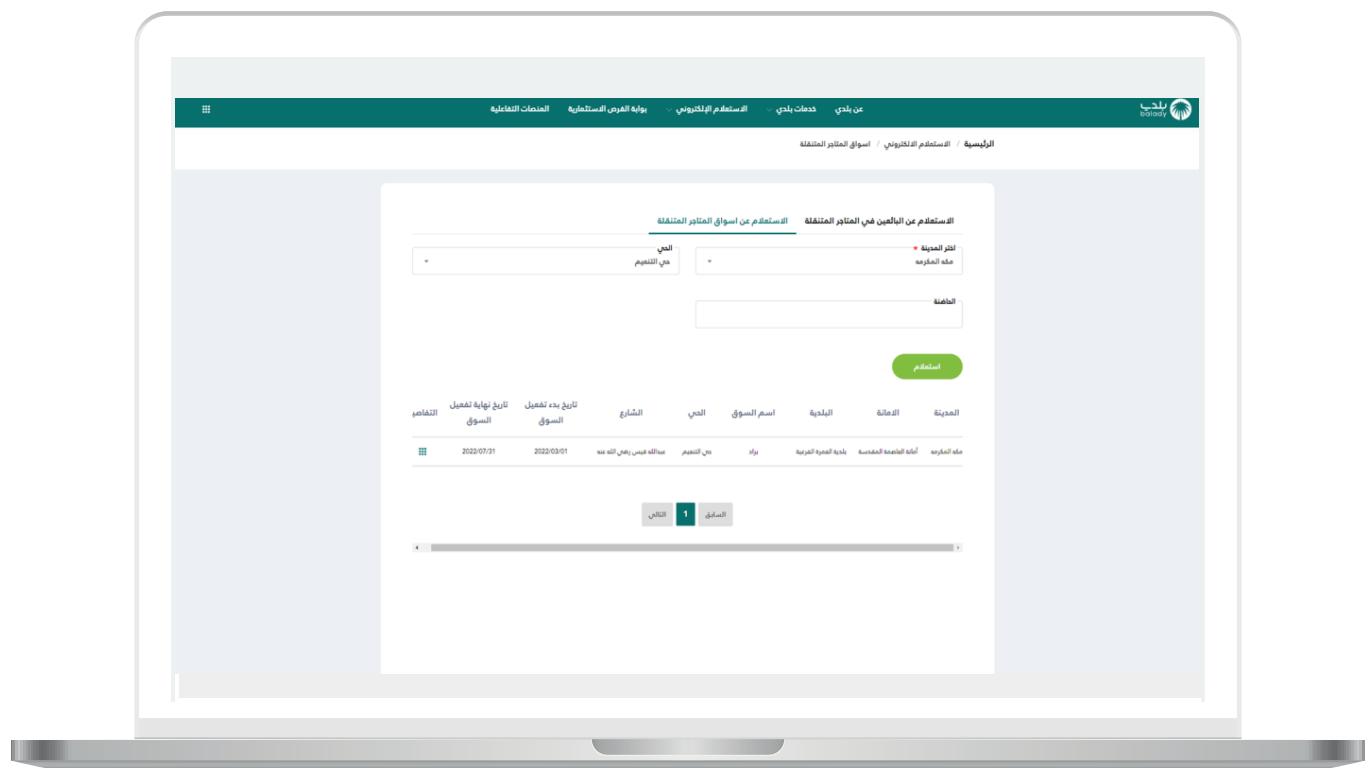


2) Inquiring About Mobile Store Markets

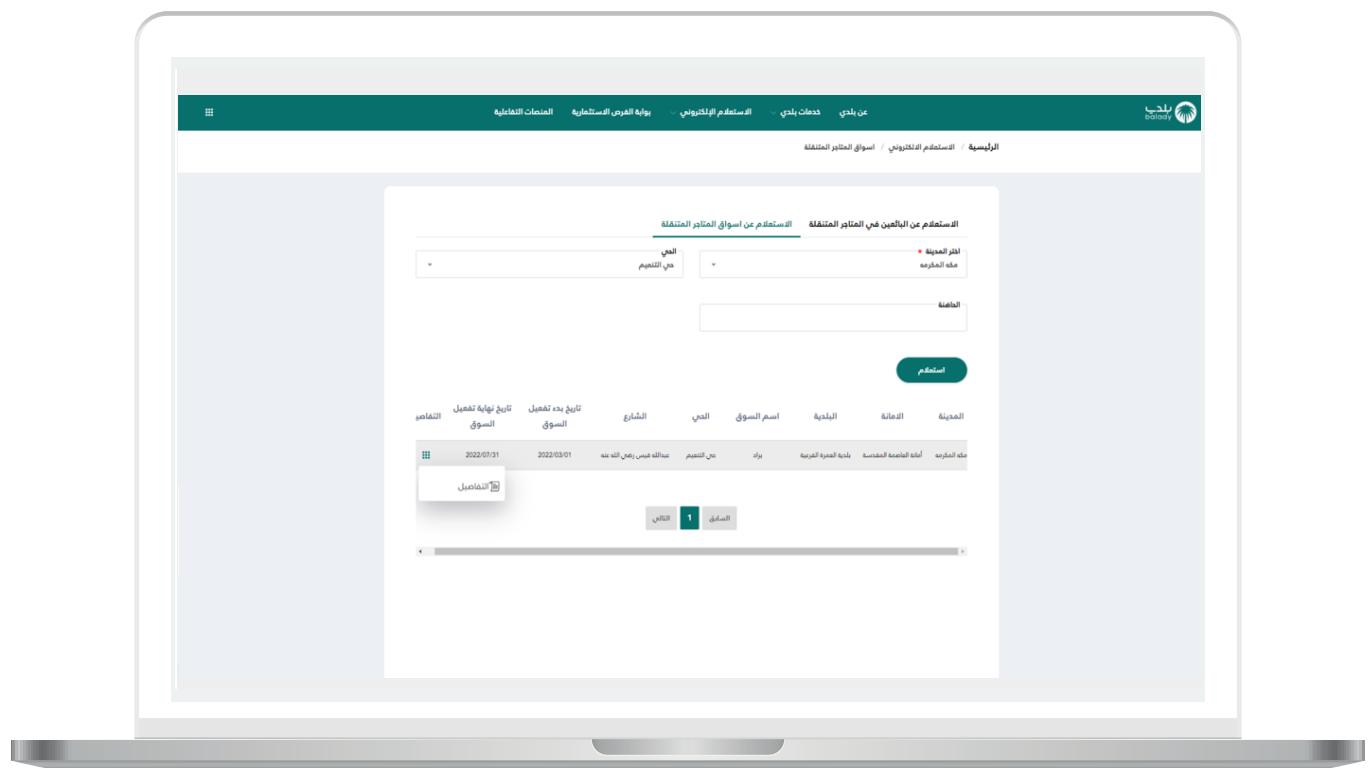
1) When selecting the **(Inquiry about mobile store markets)** option, the system allows searching by filling in some or all of the following search criteria: **(Select City, District, Incubator)**. After entering the criteria, click the **(Search)** button.



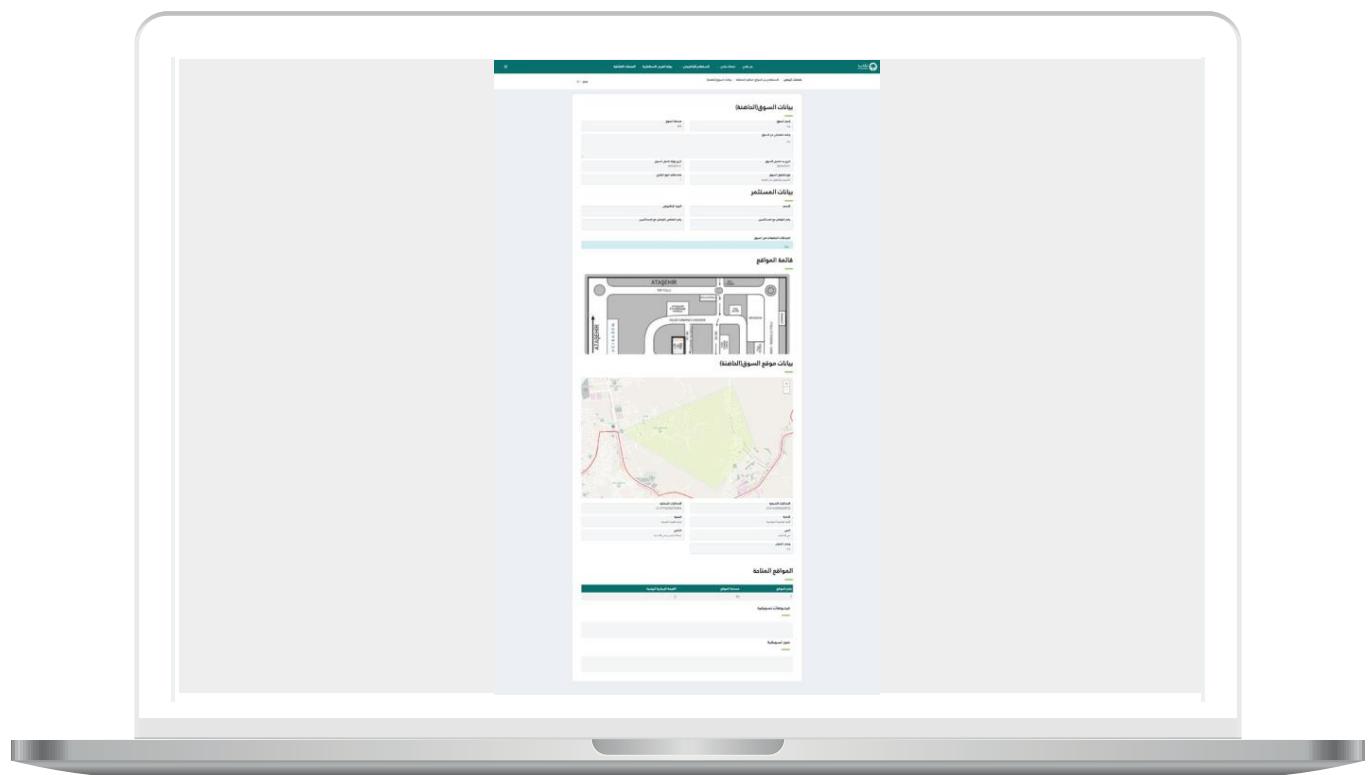
2) Once the search results appear, market details can be viewed by clicking the green box in the (Details) column.



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).**



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