



# SMP Registration User Guide

Publish your company on the Peppol network — self-serve, in minutes.

**One registration — discoverable by every sender on the global Peppol network**

GoRoute SMP · Peppol SMP ID **SMP-POP000991** · operated by GoRoute, a ClayDesk LLC service

Version 1.0 · August 2026 · [goroute.ai/smp](https://goroute.ai/smp) · [docs.goroute.ai](https://docs.goroute.ai)

## Before you start — what you need

- **An email address** you can receive a verification code on.
- **Your company's legal name** and country.
- **Your business identifier** — the number your company is registered under:

| Country     | Identifier                        | Peppol scheme          | Example         |
|-------------|-----------------------------------|------------------------|-----------------|
| Australia   | ABN (11 digits)                   | 0151                   | 59 198 193 919  |
| New Zealand | NZBN (13-digit GLN)               | 0088                   | 9465344210750   |
| Oman        | VATIN                             | 0248                   | 0M1100012345    |
| UAE         | TRN                               | per scheme list        | 100123456700003 |
| Elsewhere   | Company / VAT registration number | pick from the dropdown | —               |

- **Your Access Point choice.** Use **GoRoute's Access Point** (nothing to prepare), or bring **your own / your provider's AP** — you will need its https AS4 endpoint URL and its public AP certificate (PEM). Providers supply both routinely for SMP registration.

**SMP-only is fine.** You do not need any other GoRoute product. The free account only proves who controls the registration.

## Registering — step by step

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### Create your free account

Go to [goroute.ai/smp](https://goroute.ai/smp) and press **Start SMP Registration**, then **Create a free account**. Enter your email and a password; a verification code arrives from **admin@goroute.ai** (check spam the first time). Enter the code and you are signed in — you'll be brought straight back to the registration.

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### Business details

Legal name, country, your legal identifier (the field is labelled for your country — e.g. *ABN (11 digits)* for Australia), and a contact email. The identifier pre-fills the next step so you won't type it twice.

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## Participants

Each participant is one `scheme:identifier` — for most companies exactly the business number from step 2, already pre-filled with the right scheme. Press **Add**. Add more participants (subsidiaries, additional registrations) the same way.

One registration run covers **one country**, so the right document types are advertised. Participants from another country go in a separate run — and a participant that is already registered lives on your SMP Dashboard, not in a new run.

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## Access Point

Pick who receives your documents: **GoRoute's Access Point**, **your own AP**, or **another provider's AP**. For the last two, paste the AS4 endpoint URL (https) and the AP certificate (PEM). The certificate is validated and its expiry is tracked on your dashboard.

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## Review & register

Check the summary and the **document types** checklist. Your country's defaults are pre-selected — for example **Peppol BIS Billing 3.0** Invoice and Credit Note in most countries, or **PINT A-NZ** for Australia and New Zealand (published exactly as our ATO accreditation requires). Optional extras stay unticked unless your Access Point handles them.

Choose **Register now** (discoverable immediately) or **Save for later** (created but unpublished — register any time from the dashboard).

**Publishing requires the SMP subscription.** Everything up to here is free. When you press Register without an active subscription, a Stripe checkout opens (billed in USD), returns you straight back, and your saved entries publish on the next click. Manage cards, invoices and cancellation any time from the dashboard's **Plan & billing** panel.

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## Verify

The final step runs a live public lookup — the same query any Peppol sender performs — and shows your business card and document types as the network sees them. That is your proof of registration.

## Managing registrations — the SMP Dashboard

[goroute.ai/smp/manage.html](https://goroute.ai/smp/manage.html) — signing in from the SMP pages lands here. Per participant you can:

- **See live network status** — Registered · discoverable, Saved, or an amber Issue that explains itself.
- **Edit the business card** (name, country) — republished to the network immediately.
- **Manage document types** — tick or untick from your country's set and press Publish; removed types come off the SMP.

- **Watch certificate expiry** for own-AP registrations (amber inside 30 days).
- **Verify externally** — raw SMP XML, your Peppol Directory entry, and a one-click test lookup.
- **Deregister** (off the network, record kept as Saved) and, once off the network, **Delete** the record entirely. Both ask for confirmation and explain the consequences.

## About the Peppol Directory

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Registration makes you **routable immediately** — senders find you at once. The public **Peppol Directory** ([directory.peppol.eu](https://directory.peppol.eu)) is a separate search index: our SMP announces your participant automatically, and the Directory indexes it **within minutes to about an hour**. Not appearing there right after registering is normal.

## Support

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|---------------|------------------------------------------------------------------------------------------------------------|
| Pricing       | Current pricing is published at <a href="https://goroute.ai/smp">goroute.ai/smp</a> .                      |
| Support       | <a href="mailto:admin@goroute.ai">admin@goroute.ai</a>                                                     |
| Documentation | <a href="https://docs.goroute.ai">docs.goroute.ai</a> — including the API for machine-driven registration. |

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