

Business Mobility Group

Login to the Virtual ABTC



Step 1

Approved cardholders will receive a notification email with their Application ID. Then, using Google Play Store or the Apple App Store, search for the 'APEC Business Travel Card', or 'ABTC', and install the application.

Note: Google Play Store may not be available in all regions.

Note: Please ensure your smart device is compatible with the Virtual ABTC.



Application Store

Step 2

Cardholders will then be prompted to enter relevant details: email, passport number, date of birth and the unique Application ID.

If you do not know or cannot find your Application ID, select the 'Can't find your Application ID? (And other FAQs)' for information on how to retrieve these details.

Hint: For Android users, when entering your date of birth you can quickly find and select your year of birth by pressing on the 'year', on the top left corner of the calendar.





Login Screen

Step 3

During registration, cardholders will be prompted to create a Personal Identification Number (PIN) to access and use the smart device 'App'. It is important to remember your PIN to allow future access and use the Virtual ABTC when travelling.

Note: If you forget your PIN, you can reset it on the login screen. You can also select 'forget me' if you want to use the same device to log into another Virtual ABTC.





Business Mobility Group

Using the Virtual ABTC



The Virtual ABTC

The home screen displays all relevant information of an ABTC cardholder, including up to date information on which APEC Economies they currently have permission to enter.

Note: A system message will be displayed if your ABTC is cancelled or expired.

A virtual replication of the physical ABTC can be viewed by selecting the 'View card' button on the App.





Virtual ABTC Display Screen

Physical ABTC Replication Screen

Other Features

The Virtual ABTC can be viewed by selecting the menu button on the top right hand side of the screen. The menu also provides access to:

- Frequently Asked Questions on the Virtual ABTC, with a relevant link to the apec.org website (<u>http://apec.org/Groups/Committee-on-Trade-and-Investment/Business-Mobility-Group/ABTC</u>)
- Terms and Conditions for use of the Virtual ABTC
- Log Out this can be used to log out

Note: closing the app will also log out of the App.

If you experience any difficulties with the Virtual ABTC, or for general enquiries, please contact your Home Economy

For technical issues related to the Virtual ABTC, Home Economies can contact the Office of the Business Mobility Group Convenor at apec@homeaffairs.gov.au.



Menu Screen