



## Updating Contact Information

Digital Ship Register’s self-service can be accessed through the following link: <https://shipregistration.dma.dk>

This guide explains how, after successfully logging in to the self-service, you can update your contact information through Digital Ship Register. This guide does not explain any flows or workflows in Digital Ship Register.

The following is needed in order to update your contact information:

- MitID to be able to log into the Digital Ship Register’s self-service
- Telephone number at which you want the Danish Maritime Authority to be able to contact you
- Email address at which you want the Danish Maritime Authority to be able to contact you

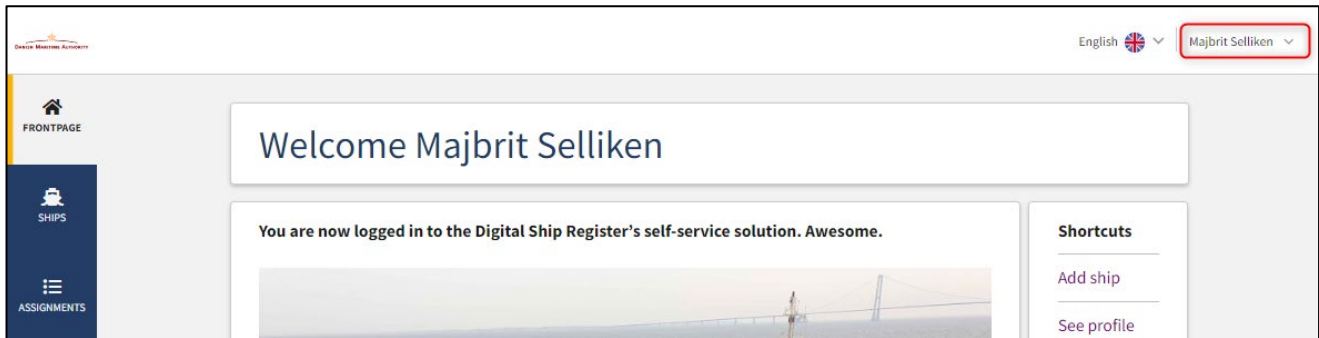
Content:

**Updating contact information..... 2**

# Updating contact information

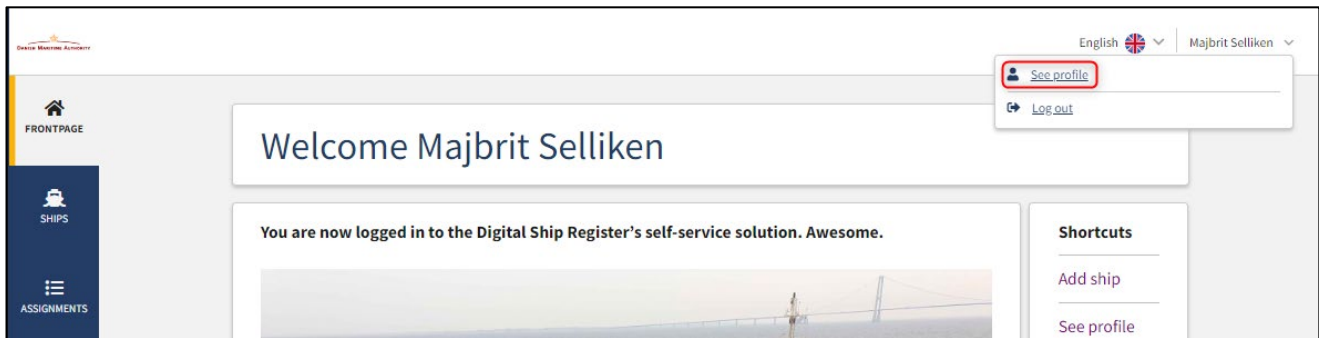
Once logged in, you will be greeted by the view below.

Hover your mouse over your name in the top right.



*The front page of the Digital Ship Register*

Click "See Profile" in the menu that pops up under your name.



*The front page of the Digital Ship Register*

On this page you can update your phone number and email.

Click "Save Changes" to save phone number and email.

A screenshot of the 'User information' form. The form is titled 'User information' and contains three main sections: 'Name' with a text input field containing 'Majbrit Selliken'; 'Contact information' with two text input fields: 'Telephone number \*' containing '12345678' and 'E-mail \*' containing 'sfs@dma.dk'. At the bottom of the form, there are two buttons: 'Go back' and 'Save changes' (highlighted with a red box).

*How to update phone number and email*