



MIAG E-Form Guide



**ENGLISH
VERSION**

X Close

MIAG E-Form Guide



MENU NAVIGATION

SUBMITTING A CASE VIA E-FORM

Go to Help Screen

Accessing the MIAG E-Form

Category

Submitting a case via E-Form

Select this to view the content of the selected topic.

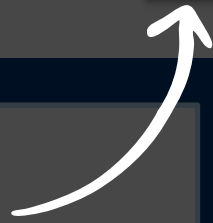
Jump to the next screen

Next

X Close

Accessing the MIAG E-Form and topics selection

PAGE LEVEL NAVIGATION

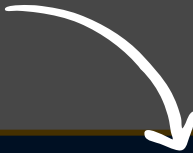


Menu to access the Home Page

Use this to jump to the Sub Topic.



Use this to navigate through the pages within a topic.



Jump to the next screen



Next

SUBMITTING A CASE VIA E-FORM

Accessing the MIAG E-Form

Submitting a case via E-Form

Accessing the MIAG E-Form

https://app.miag.com/member/

METRO

Login Forgot password?

MIAG Information Services

e-mail address

e-mail address

Next

Please insert your email address here and click Next

- 1 To directly access the MIAG E-Form, go to [MIAG Information Services](#)

MIAG E-Form Claims Form

Selected Case Type
Registering a claim request

Claim 1

Store/Warehouse Number *
- Select -

Supplier Invoice Number *
1235.50

Claimed amount *
1235.50

Purchase Order Number

Please specify your claim *
- Select -

Supplier Invoice Date *
[Calendar icon]

Delivery Number

Your issue

File Upload
Note: Only files relevant to the selected case will be handled
Maximum size of one file 3MB
Allowed file types: pdf, xls, xlsx
Click here to upload files

Add claim

Send request

1 Minimum mandatory information to be filled in:

- Claim type
- Store
- Supplier Invoice Number
- Supplier Invoice Date
- Claimed amount

2 Free text may be added, and additional documents may be uploaded; please ensure correct file formats are used (i.e. pdf files can only successfully upload when saved as '.pdf' and not '.PDF')

3 Supplier may add additional claims (**up to 10 claims per case**); except when attaching a POD

Note: By providing more information, the system will be able to handle claims more efficiently

THANK YOU