

Pre-Submission Checklist

(Helps Prevent Rejections)

- ❑ **Use official documents with the exact legal business name (avoid abbreviations that do not match the registered information).**
- ❑ **Verify your domain beforehand (Brand Safety → Domains). This can help speed up cases where phone/email OTP verification fails.**
- ❑ **Make sure the admin account initiating the verification has an email address using the same business domain or valid proof of association with the company (work email).**
- ❑ **Do not upload duplicate documents across multiple Business Portfolios. If you create a test portfolio for screenshots, do not upload the same real verification documents. Keep that portfolio as a demo/unverified environment. This helps avoid signals that may be interpreted as attempts to bypass verification controls. (Practical recommendation based on verification policies and risk management practices.)**

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