# Beginner's Manual for Liberty Exchange —From Registration to Usage—

To start trading on Liberty Exchange, you will need to open an account. On this page, we will explain the steps for account opening, how to start trading, withdrawal methods, and more, all accompanied by images.

- · How to Open an Account on Liberty Exchange
- · How to Submit Personal Identification Documents
- · How to Apply to Join the GEAr Economy
- · How to Acquire GEAr
- · How to Sell GEAr
- How to Contact Liberty Exchange

### How to Open an Account on Liberty Exchange

To acquire GEAr on Liberty Exchange, you need to open an account. You can open an account in the following 3 steps.



- ① Visit the official Liberty Exchange website and click on "Register Now"
- ② Fill in the required information to complete member registration
- ③ Submit personal identification documents

We will explain the detailed process below.

# 1 Click "Register Now" on the Official Site

First, visit the official Liberty Exchange website.



After accessing the site, please click on the "Register Now" button located in the middle of the page.



If you have already completed the member registration, click on "Already a member?" or "Log in" at the top right of the screen, and you will be redirected to the login page.



# **②** Fill in Required Information for Member Registration

Please fill in all the required fields for member registration.



Select "Individual" if you are registering as an individual, or "Corporate" if you are registering as a business entity.

In the "Access Key" field, enter the alphanumeric code given to you by your referrer.

\* If you do not have an access key, you cannot register with Liberty Exchange. Please inquire with your referrer to get the application code.

Make sure to review and agree to the Terms of Service, various important points, and the Privacy Policy located at the bottom of the page.

Finally, click the "Register" button.

Once the registration is complete, a verification URL will be sent to your email. Please complete the verification process within the validity period (within 24 hours). Once the verification process is complete, you will move on to the identity verification procedures.

\* If you cannot complete the verification process within 24 hours, you will have to start the new member registration process from the beginning.

# **3 Submit Personal Identification Documents**

After completing the member registration, go to your "My Page" to submit identification documents and register your account details.





Please upload your identification documents in the "ID" section.



Submit a "government-issued photo ID from your tax-resident country" as your personal identification document.

\* For those who applied as a business entity, in addition to the representative's or transaction manager's identification documents, please also submit a "Certificate of All Historical Records" issued within the last 6 months.

\* Only those listed as officers with representation rights in the registration certificate are recognized as transaction managers.

\* Only .PNG or .JPG file formats can be uploaded.



After completing the identity verification process on My Page, the review result will be available within a maximum of 5 business days.

You can check the review result in the "Authentication Status" on My Page. Once the status changes from "Checking" to "Certified," you can start trading.

The results will also be communicated to the email address you registered with.

Please note that we cannot disclose the reasons if your application is not approved.



#### How to Change Your Registered Member Information

You can change the following two types of member information by yourself:

- ① Contact Information: Phone number only
- ② Password: The password used for log in to Liberty Exchange

If you wish to change your name, address, or the bank account information, you will need to submit your identification documents again.

If you would like to make these changes, please contact us through the inquiry form under "Profile Correction Request."

### How to Apply to Join the GEAr Economy

Once you have opened an account on Liberty Exchange and completed the personal identification authentication, you need to agree to participate in the GEAr Economy.



#### Where to Verify Your ID

Your ID (account number) is listed in three places:

- 1 To the right of your "Owned Assets."
- ② Top right of "My Page."
- ③ Top left of the "Sell GEAr" Page .



# How to Acquire GEAr

Once you agree to participate in the GEAr Economy, you can convert TRAVEL points into GEAr.

To aquire GEAr using TRAVEL points, please check the bank transfer details listed in the email you receive after agreeing to the "GEAr Economy Participation Application." We request that you make the transfer from a bank account that is under your own name.

```
【GEArエコノミー】参加申請を承りました 受信トレイ×
LibertyExchangeWallet <info@libertyexchange.kg>
    To 自分 🕶
    *このメールは株式会社MyStar様からの依頼によりお送りしております
    この度はGEArエコノミーへ参加申請いただき、誠にありがとうございます。
    TRAVELポイントのお振込先及びお振込名義を、以下のとおりご案内いたします。
    ■お振込先
    ■お振込名義
    会員ID+お申込名義
    *会員IDはLiberty Exchangeの会員登録完了後、サイト内各所に記載されています(7桁の数字)。
    *再購入時は、上記お振込名義で指定振込先へお振込いただくとお申込成立となります。
    ■ご参加金額
    1口 11万円(税込) ~ 任意の口数
    ■各種ご留意事項: <u>deposit.libertyexchangewallet.kg</u>
    ■お問合せ窓口
    gear-support@mystar.onl
    *本申請に関するお問合せは、担当者または上記専用窓口でのみ対応となります。
    *Travel TVサイト内またはMyStar HPへのお問合せは対応できかねます。
    以上、どうぞよろしくお願いいたします。
```

Before making the transfer, always check the price information to confirm the current unit price of GEAr. It's especially important to note that the GEAr unit price fluctuates daily, so make sure not to forget this step.

When making a transfer, please ensure that you are transferring from a bank account registered in your own name (for corporations, from an account under the corporate name).

Additionally, make sure to append your 7-digit "ID (account number)" in front of the payer's name when making the transfer.

Example: 1234567 John Liberty

You can verify your ID (account number) either to the right of your "Owned Assets" or on "My Page."

Once the transfer is complete, GEAr will be reflected in your account within 3

business days.

\* Transfers without the ID (account number), those sent with an incorrect account number, or any discrepancies in the amount will not be reflected in Liberty Exchange. If you notice any errors, please contact the inquiry desk listed in the GEAr Economy application, attaching details of your transfer.

### How to Sell GEAr

If you wish to convert the GEAr you own into legal tender, please sell your GEAr. You can initiate the withdrawal process from the "Sell GEAr" page.

In "Owned Assets", the total grams (g) of GEAr currently available for withdrawal is displayed.

\* The minimum sellable amount starts from 10,000g.

From your owned assets, input the number of grams (g) you wish to sell into the "Sell Amount" field and submit.

\* The number displayed in "Owned Assets" is the maximum sellable limit.

Before submitting, please scroll down the page to confirm the current unit price of GEAr.



#### How to Check the Unit Price of GEAr



In the "History" section, you can review the status of your sell requests and verify bank transfer details. The timeline from the sales application to reflection in bank transfer is as follows:

Applications made by the end of the current month:

→ Funds will be transferred to your designated bank account by the end of the following month.

\* If the transfer date (end of the month) falls on a bank holiday, the transfer will be made on the next business day.

\* A flat fee of 800 yen is charged for each sell transaction, which will be deducted from the transfer amount.

\* The transfer will be made by a company designated by our organization.

### How to Contact Liberty Exchange

If you encounter any issues or have questions while using Liberty Exchange, please make use of the "Inquiry" feature. Click on " Inquiry" located at the bottom of the page, and you will be directed to the inquiry page.



First, please check the Frequently Asked Questions (FAQs) section. If your issue remains unresolved after checking the FAQs, please contact us through the "Inquiry form."

Select the relevant category, then enter your registered name and email address. Write down the details of your inquiry and submit.



We aim to respond within 3 business days, and the answer will be sent to the email address you provided.