



## Registering Subway® Franchises

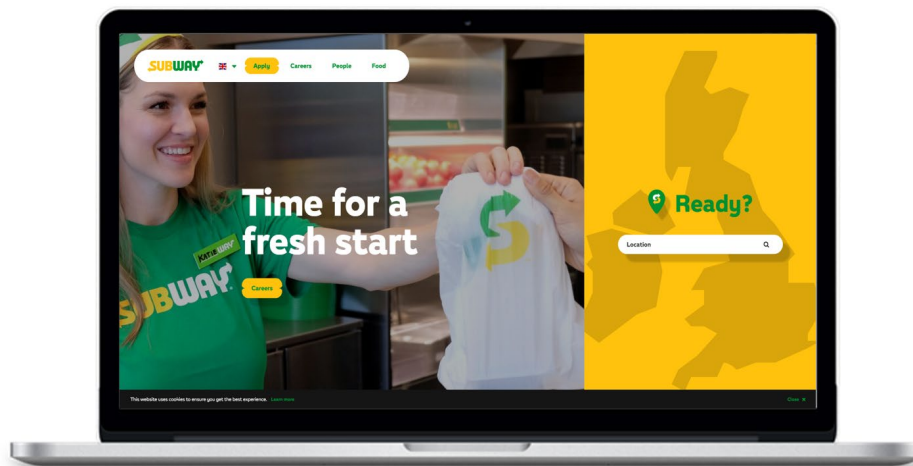
Subway® Franchise owners need to contact the IPC support desk to get registered and setup. This ensures that the Stores you wish to post job vacancies and hire staff are setup correctly before you begin recruiting.

If you have not yet registered, send the following information to [support@ipceurope.org](mailto:support@ipceurope.org)

- Your full name
- Your job role (e.g. Franchisee, Store Manager)
- Your store number(s)
- The email address that you would like to use for your account
- A contact number, ideally mobile

A member of the support team will setup your account and email your username and password.

### Get started



[Download the Quick Start Guide here](#)

Check out the 'Help' section in My Subway® Career for more detailed guides, including how to create and publish a vacancy and how to make the best use of the Dashboard.

If you have any questions, please contact: [support@ipceurope.org](mailto:support@ipceurope.org).