



Welcome to the Signup Process

Follow these steps to complete your registration

The screenshot shows a website banner with a dark red header. The header contains the text "Begin your selling journey with us!" and two buttons: "Login" and "Start Selling!". Below the header, there is a sub-header "Login or Register as a supplier to share your product details with us and get orders!" and a "Know More!" button. The main content area features a central dark red box with the text "3 simple steps to increase your business and earn more money hassle free!". Below this are three white boxes, each with an icon and a title: "Become a Supplier" (with a laptop icon), "Step-by-step registration guide" (with a checklist icon), and "Guideline for upload products" (with a book icon). Each box contains a brief description and a "Read More!" button.

USER MANUAL

SIGNUP

VERSION 3.1 / NOVEMBER 2024



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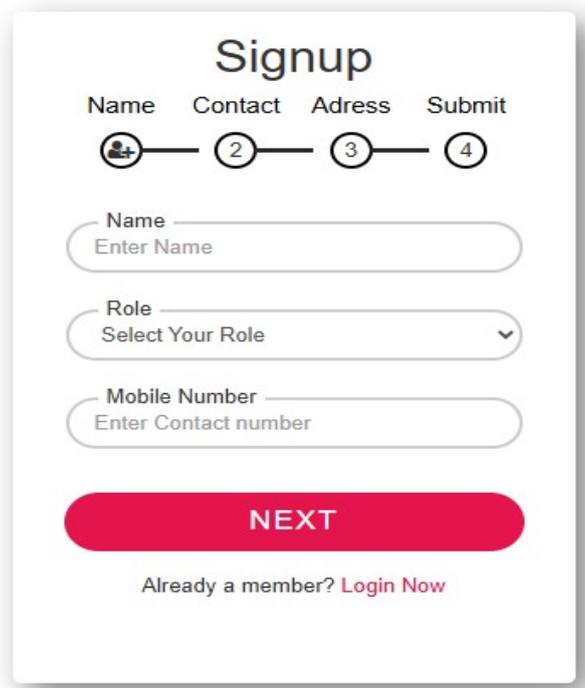
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Ensure you follow these steps carefully.

Navigation

Please go to our website <https://siprafoods.in/signup.php> to register with us. Once you click the link, you will be redirected to the signup page to begin the registration process.



Signup

Name Contact Address Submit

1 — 2 — 3 — 4

Name
Enter Name

Role
Select Your Role

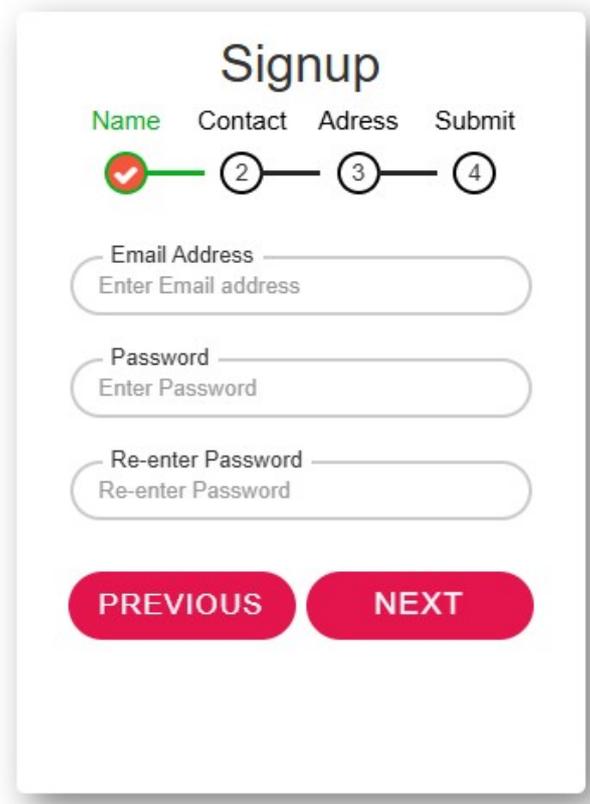
Mobile Number
Enter Contact number

NEXT

Already a member? [Login Now](#)

- ✓ Enter Your Name : Let us know who you are - this helps personalize your experience.
- ✓ Select Your Role to Continue - To personalize your experience, please choose your role from the dropdown list below:
 - ✓ Designer - Creating, innovating, and bringing ideas to life.
 - ✓ Buyer - Sourcing the best products and managing purchases.
 - ✓ Supplier - Providing quality materials and solutions.
 - ✓ Representative - Acting as a liaison between teams and clients.
- ✓ Provide Your Correct Mobile Number: Your number may be used for security verification in the future, so make sure it is accurate!

Next



Signup

Name Contact Address Submit

✓ 2 3 4

Email Address
Enter Email address

Password
Enter Password

Re-enter Password
Re-enter Password

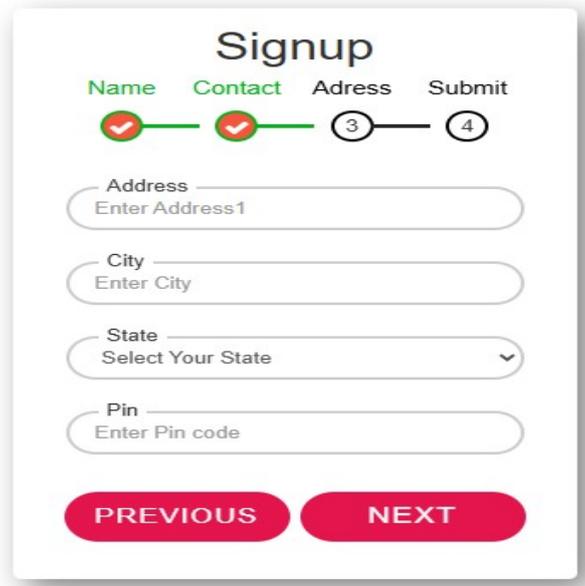
PREVIOUS NEXT

✓ Enter a Valid Email Address: We'll send a verification email to activate your account. Please double check for typos!

✓ Set a Strong Password: Your password must include:

- ✓ At least one uppercase letter (A-Z)
- ✓ At least one special character (!, @, #, etc.)
- ✓ At least one number (0-9)
- ✓ Length should be between 8 to 16 characters.

Next



✓ Address Field:

- ✓ Enter your complete address, including house number, street, and locality.
- ✓ Ensure the details are accurate for verification purposes.

✓ City Field:

- ✓ Enter your City.

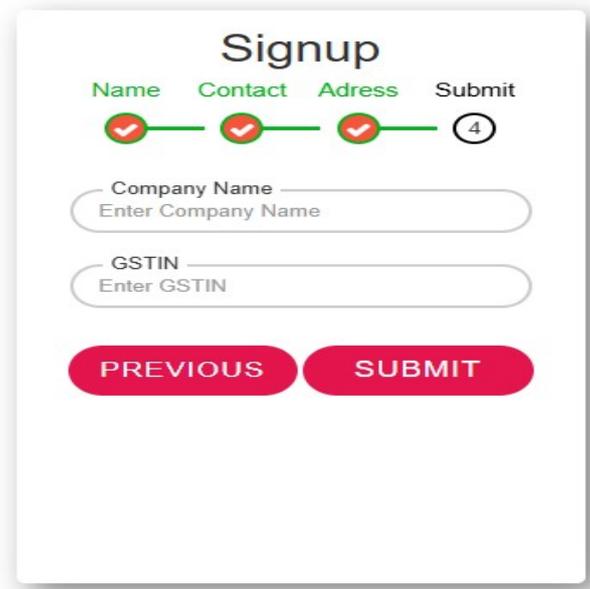
✓ State Selection:

- ✓ Click on the dropdown menu beside the "State" field.
- ✓ Select the state that corresponds to your address.
- ✓ Ensure it matches the city selection.

✓ PIN Code Field:

- ✓ Enter your 6-digit postal PIN code.
- ✓ Double-check for accuracy to prevent issues with location-based services.

Next



Signup

Name Contact Address Submit

✓ ✓ ✓ 4

Company Name
Enter Company Name

GSTIN
Enter GSTIN

PREVIOUS SUBMIT

✓ Company Name Field:

- ✓ Enter the official name of your company as registered.
- ✓ Ensure there are no spelling errors for proper identification.
- ✓ If applicable, include private limited (Pvt. Ltd.), LLP, or any relevant designation.

✓ GSTIN Field (Goods and Services Tax Identification Number):

- ✓ Enter your 15-digit GSTIN correctly.
- ✓ The format should follow: 2-digit state code + 10-digit Permanent Account number + 1-digit entity code + 1 check digit. Avoid spaces or special characters.

Review & Submit!



Congratulations!

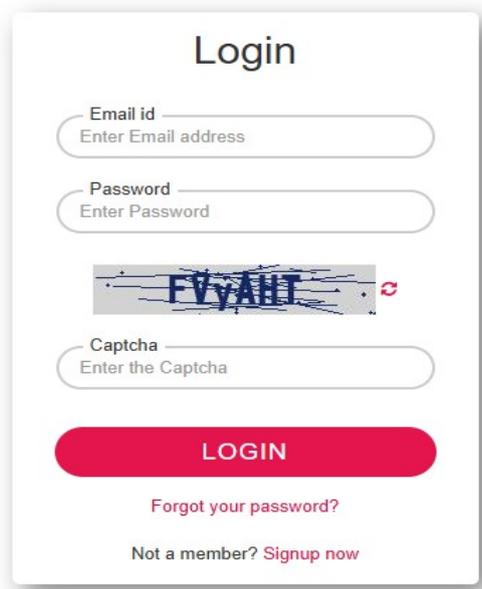
Signup Completed! One more step to activate your account. An activation email has been sent to your registered email address.

✓ To Continue

- ✓ Please check your inbox (spam/junk folder) for the activation link.
- ✓ Click the link in the email to verify and activate your account.

If you don't receive the email within a few minutes, please refresh your inbox or check your spam/junk folder. Still having issues? Contact our support team for assistance.

After successful activation, you will be redirected to the login page.



The screenshot shows a login form with the following elements:

- Title:** Login
- Email id:** A text input field with the placeholder text "Enter Email address".
- Password:** A text input field with the placeholder text "Enter Password".
- Captcha:** A captcha image showing the characters "FVYAHHT" with a refresh icon to its right. Below it is a text input field with the placeholder text "Enter the Captcha".
- LOGIN:** A prominent red button.
- Forgot your password?:** A link below the login button.
- Not a member? Signup now:** A link at the bottom of the form.

We'd love to hear from you.

If you have any concerns or question feel free to reach out to us.