1. Go to <u>www.govdeals.com</u> & In the red field, select "register"

2. Fill out the Bidder Registration form

NOTE: GovDeals attempts to validate each registrant and may require additional information.

- Enter a username. (Do not use your email, website address, or company name)
- Enter your email address in the Email and Verify Email fields
- Enter your <u>full</u> First name and <u>full</u> Last name
- Select a country if outside the United States
- Enter your home address **DO NOT ENTER A P.O. BOX**
- Enter the city where you reside
- Select your State/Province
- Enter your postal code
- Enter a phone number where you can receive a call or text in this format: 555-555-5555
- Select how you wish to receive your temporary password
- Select Reseller/Dealer or End User
- If Reseller/Dealer enter business name and select number of employees
- Read the terms and conditions
- Click on I disagree or I agree to the terms and conditions

3. Retrieve the email or text that was sent to you containing your temporary password

4. Use the link embedded in the email to return to the GovDeals login screen, enter your temporary password and then a permanent password

5. Log in with your username password

Please Note: All accounts begin on probation. If you have not already done so, please review the probation policy here: <u>http://www.govdeals.com/index.cfm?</u> <u>fa=Main.Faq#3</u>



Government Surplus Auctions - GovDeals.com