

□ HotelMate – How to Sign Up for a New Account

The sign-up process helps new users create their HotelMate account in just a few guided steps. Follow this tutorial to complete your registration.

□ Step 1: Welcome Screen

- When you open the **Sign-up page**, you'll see a **Welcome screen**.
 - It introduces HotelMate and highlights the benefits of joining.
 - Click **Continue** → to begin the process.
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□ Step 2: Enter Your Name

- Enter your **full name** in the text box.
 - This name will be used for your account profile.
 - Click **Continue** →.
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□ Step 3: Select Your Country

- Choose your **country of residence** from the dropdown list.
 - This helps localize your account settings (currency, region, etc.).
 - Click **Continue** →.
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□ Step 4: Provide Your Phone Number

- Enter your **phone number** with the correct country code (e.g., +94 for Sri Lanka).
 - The phone number must be between **7–15 digits**.
 - This will be used for verification and account recovery.
 - Click **Continue** →.
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□ **Step 5: Provide Your Email Address**

- Enter your **valid email address** (e.g., you@example.com).
 - Make sure there are no typos, as this email will receive your **verification code**.
 - If you enter an invalid email, you'll see an error message.
 - Once correct, click **Continue** →.
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□ **Step 6: Email Verification**

- Check your inbox for a **4-digit verification code** sent by HotelMate.
 - Enter the code in the verification boxes.
 - If you didn't receive it, click **Resend code**.
 - Once verified, click **Continue** →.
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□ **Step 7: Create Password & Final Setup**

- After email verification, you'll be prompted to set up a **secure password**.
- Use a strong password with letters, numbers, and symbols.
- Follow the remaining guided steps (up to 9 total) to complete setup.