

Step 001: Navigate



[Back to Website](#)

Welcome! Sign in here

Email

Password



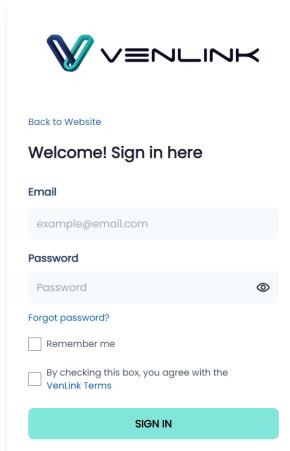
[Forgot password?](#)

Remember me

By checking this box, you agree with the
[VenLink Terms](#)

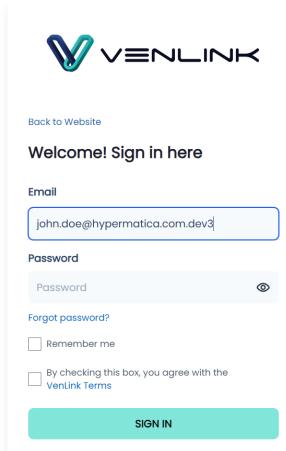
Timestamp: 112903 737738

Step 002: Initial



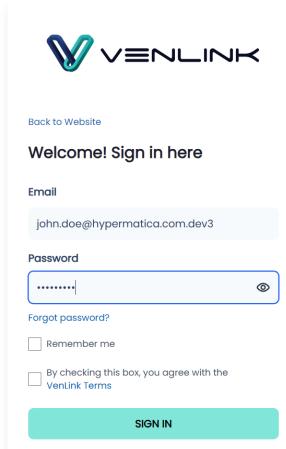
Timestamp: 112903 920505

Step 003: Change



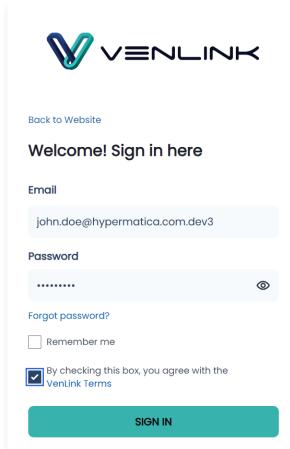
Timestamp: value 112904 685728

Step 004: Change



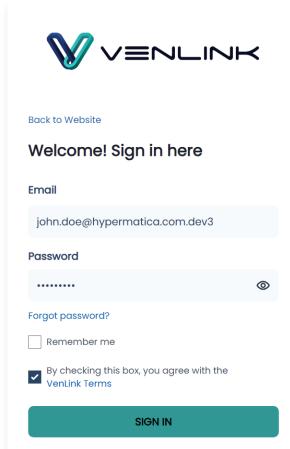
Timestamp: value 112905 058821

Step 005: Click



Timestamp: 112905 549250

Step 006: Click



Timestamp: 112905 919159

Step 007: Click

The screenshot shows the VenLink software interface. On the left is a sidebar with navigation links: Dashboard, Vendors (which is selected and highlighted in teal), Agreements, Insurance, Action Items, Request History, Users, and Support. The main area has a search bar at the top with placeholder text "Search a vendor..." and a magnifying glass icon. To the right of the search bar are buttons for "Export" and other actions. A "New Vendor Request" dialog box is open in the center. The dialog has a header "New Vendor Request" with a close button "X". Below the header is a progress bar with steps 1, 2, and 3. The form fields are as follows:

- Vendor Name:** Input field labeled "Vendor Name".
- Vendor Type:** Input field labeled "Select an Option".
- Business Case:** Input field labeled "Enter business case".
- Primary Contact:**
 - First Name:** Input field labeled "First Name".
 - Last Name:** Input field labeled "Last Name".
 - Email:** Input field labeled "Email".
 - Phone:** Input field labeled "Phone".
- Next:** A "Next" button at the bottom right of the dialog.

At the bottom of the main window, there is a copyright notice: "© 2025 VenLink™. All Rights Reserved."

Timestamp: 112913 274646

Step 008: Change

VENLINK

Dashboard

Vendors

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

Cori Fox
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

SQ
Services:
Service Locations:
Account Status: Onboarding In Process

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

EM ● High Risk
Elmo Myers
Services:
Service Locations:
Account Status: Requested

RB ● High Risk
Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

SS ● High Risk
Scarlett Snyder

New Vendor Request

1 >> 2 >> 3

***Vendor Name**: jhon | **Vendor Type**: Select an Option

***Business Case**: Enter business case

Primary Contact

***First Name**: First Name | ***Last Name**: Last Name

***Email**: Email | ***Phone**: Phone

Next

MP ● High Risk
Michael Palmer
Services:
Service Locations:
Account Status: Requested

WW ● High Risk
Whitney Walton
Services:
Service Locations:
Account Status: Requested

PR ● High Risk
Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

AB ● High Risk
Amos Brewer
Services:
Service Locations:
Account Status: Requested

OC ● Caution
Orla Clements
Services:
Service Locations:
Account Status: Onboarding In Process

DP ● High Risk
Dale Page

KB ● High Risk
Keegan Blackwell

CM ● High Risk
Caryn McCormick
Services:
Service Locations:
Account Status: Requested

PL ● High Risk
Priscilla Lancaster

Timestamp: value 112914 273449

Step 009: Click

VENLINK

Dashboard

Vendors (highlighted)

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

Coro Fox
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

SD
Services:
Service Locations:
Account Status: Onboarding In Process

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

EM ● High Risk
Scarlett Snyder
Services:
Service Locations:
Account Status: Requested

RB ● High Risk
Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

MP ● High Risk
Michael Palmer
Services:
Service Locations:
Account Status: Requested

WW ● High Risk
Whitney Walton
Services:
Service Locations:
Account Status: Requested

PR ● High Risk
Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

DP ● High Risk
Dale Page
Services:
Service Locations:
Account Status: Requested

New Vendor Request

Vendor Name: jhon

Vendor Type: Select an Option

Business Case: Enter business case

Primary Contact

First Name: First Name

Email: Email

Next

abhi
abhidere
aaaaa
dddd
bhssshshs cdcddc
dere

AB ● High Risk
Amos Brewer
Services:
Service Locations:
Account Status: Requested

OC ● Caution
Orla Clements
Services:
Service Locations:
Account Status: Onboarding In Process

CM ● High Risk
Caryn McCormick
Services:
Service Locations:
Account Status: Requested

KB ● High Risk
Keegan Blackwell
Services:
Service Locations:
Account Status: Requested

PL ● High Risk
Priscilla Lancaster
Services:
Service Locations:
Account Status: Requested

Timestamp: 112917 921299

Step 010: Click

VENLINK

Dashboard

Vendors (highlighted)

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

SD
Services:
Service Locations:
Account Status: Onboarding In Process

RB ● High Risk
Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

MP ● High Risk
Michael Palmer
Services:
Service Locations:
Account Status: Requested

WW ● High Risk
Whitney Walton
Services:
Service Locations:
Account Status: Requested

PR ● High Risk
Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

DP ● High Risk
Dale Page

Cora Fox
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

SS ● High Risk
Scarlett Snyder

EM ● High Risk
Elmo Myers
Services:
Service Locations:
Account Status: Requested

BD ● High Risk
Bevis David
Services:
Service Locations:
Account Status: Requested

BC ● High Risk
Buckminster Crawfo...
Services:
Service Locations:
Account Status: Requested

OC ● Caution
Orla Clements
Services:
Service Locations:
Account Status: Onboarding In Process

CM ● High Risk
Caryn McCormick
Services:
Service Locations:
Account Status: Requested

PL ● High Risk
Priscilla Lancaster

New Vendor Request

1 >> 2 >> 3

*Vendor Name: **jhon** Vendor Type: **abhidere**

*Business Case: Enter business case

Primary Contact:

*First Name: First Name	*Last Name: Last Name
*Email: Email	*Phone: Phone

Next

Timestamp: 112918 490640

Step 011: Change

The screenshot shows a list of vendors on the left and a 'New Vendor Request' dialog box in the center.

VENLINK Dashboard:

- Zenia Ruentes: Services, Service Locations, Account Status: Approved
- jhon: J (High Risk), Services, Service Locations, Account Status: Requested
- Rowan Bartlett: RB (High Risk), Services, Service Locations, Account Status: Requested
- Michael Palmer: MP (High Risk), Services, Service Locations, Account Status: Requested
- Whitney Walton: WW (High Risk), Services, Service Locations, Account Status: Requested
- Phoebe Rollins: PR (High Risk), Services, Service Locations, Account Status: Requested
- Dale Page: DP (High Risk), Services, Service Locations, Account Status: Requested

New Vendor Request Dialog:

Vendor Name: jhon
Vendor Type: abhidere
Business Case: xyd
Primary Contact:
First Name: [empty]
Last Name: [empty]
Email: [empty]
Phone: [empty]

Vendor List (Continued):

- Cora Fox: J (High Risk), Services, Service Locations, Account Status: Requested
- Scarlett Snyder: SS (High Risk), Services, Service Locations, Account Status: Requested
- Elmo Myers: EM (High Risk), Services, Service Locations, Account Status: Requested
- Bevis David: BD (High Risk), Services, Service Locations, Account Status: Requested
- Buckminster Crawfo...: BC (High Risk), Services, Service Locations, Account Status: Requested
- Orla Clements: OC (Caution), Services, Service Locations, Account Status: Onboarding In Process
- Caryn McCormick: CM (High Risk), Services, Service Locations, Account Status: Requested
- Keegan Blackwell: KB (High Risk), Services, Service Locations, Account Status: Requested
- Priscilla Lancaster: PL (High Risk), Services, Service Locations, Account Status: Requested

Timestamp: value 112921 128049

Step 012: Change

The screenshot shows the VENLINK vendor management interface. On the left, a sidebar lists navigation options: Dashboard, Vendors (selected), Agreements, Insurance, Action Items, Request History, Users, and Support. The main area displays a grid of vendor profiles. A central modal window titled "New Vendor Request" is open, showing fields for Vendor Name (jhon), Vendor Type (abhidere), Business Case (xyz), Primary Contact (First Name: briar, Last Name: Last Name, Email: Email, Phone: Phone), and a "Next" button.

Vendor Profile 1	Vendor Profile 2	Vendor Profile 3
Zenia Ruentes Services: Service Locations: Account Status: Approved	Cora Fox Services: Service Locations: Account Status: Requested	SD Services: Service Locations: Account Status: Onboarding In Process
J ● High Risk jhon Services: Service Locations: Account Status: Requested	J ● High Risk jhon Services: Service Locations: Account Status: Requested	J ● High Risk jhon Services: Service Locations: Account Status: Requested
J ● High Risk jhon Services: Service Locations: Account Status: Requested	SS ● High Risk Scarlett Snyder Services: Service Locations: Account Status: Requested	EM ● High Risk Elmo Myers Services: Service Locations: Account Status: Requested
RB ● High Risk Rowan Bartlett Services: Service Locations: Account Status: Requested	Bevis David Services: Service Locations: Account Status: Requested	BC ● High Risk Buckminster Crawfo... Services: Service Locations: Account Status: Requested
MP ● High Risk Michael Palmer Services: Service Locations: Account Status: Requested	OCL ● Caution Orla Clements Services: Service Locations: Account Status: Onboarding In Process	CM ● High Risk Caryn McCormick Services: Service Locations: Account Status: Requested
WW ● High Risk Whitney Walton Services: Service Locations: Account Status: Requested	AB ● High Risk Amos Brewer Services: Service Locations: Account Status: Requested	PL ● High Risk Priscilla Lancaster Services: Service Locations: Account Status: Requested
PR ● High Risk Phoebe Rollins Services: Service Locations: Account Status: Requested	KB ● High Risk Keegan Blackwell Services: Service Locations: Account Status: Requested	
DP ● High Risk Dale Page Services: Service Locations: Account Status: Requested		

Timestamp: value 112921 789848

Step 013: Change

VENLINK

Dashboard

Vendors

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

Cori Fox
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

SQ
Services:
Service Locations:
Account Status: Onboarding In Process

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

EM ● High Risk
Elmo Myers
Services:
Service Locations:
Account Status: Requested

RB ● High Risk
Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

EM ● High Risk
Bevis David
Services:
Service Locations:
Account Status: Requested

MP ● High Risk
Michael Palmer
Services:
Service Locations:
Account Status: Requested

BC ● High Risk
Buckminster Crawfo...
Services:
Service Locations:
Account Status: Requested

WW ● High Risk
Whitney Walton
Services:
Service Locations:
Account Status: Requested

OC ● Caution
Orla Clements
Services:
Service Locations:
Account Status: Onboarding In Process

PR ● High Risk
Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

CM ● High Risk
Caryn McCormick
Services:
Service Locations:
Account Status: Requested

DP ● High Risk
Dale Page

AB ● High Risk
Amos Brewer
Services:
Service Locations:
Account Status: Requested

KB ● High Risk
Keegan Blackwell

PL ● High Risk
Priscilla Lancaster

New Vendor Request

1 >> 2 >> 3

*Vendor Name: jhon
Vendor Type: abhidere

*Business Case: xyz

Primary Contact

*First Name: brian
*Last Name: lard

*Email: Email
*Phone: Phone

Next

Timestamp: value 112925 462747

Step 014: Change

VENLINK

Dashboard

Vendors

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

Cora Fox
Services:
Service Locations:
Account Status: Requested

SQ
Services:
Service Locations:
Account Status: Onboarding In Process

jhon
Services:
Service Locations:
Account Status: Requested

jhon
Services:
Service Locations:
Account Status: Requested

jhon
Services:
Service Locations:
Account Status: Requested

ss
Services:
Service Locations:
Account Status: Requested

Scarlett Snyder
Services:
Service Locations:
Account Status: Requested

EM
Services:
Service Locations:
Account Status: Requested

Elmo Myers
Services:
Service Locations:
Account Status: Requested

RB
Services:
Service Locations:
Account Status: Requested

Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

Bevis David
Services:
Service Locations:
Account Status: Requested

MP
Services:
Service Locations:
Account Status: Requested

Michael Palmer
Services:
Service Locations:
Account Status: Requested

Buckminster Crawfo...
Services:
Service Locations:
Account Status: Requested

WW
Services:
Service Locations:
Account Status: Requested

Whitney Walton
Services:
Service Locations:
Account Status: Requested

OC
Services:
Service Locations:
Account Status: Onboarding In Process

Orla Clements
Services:
Service Locations:
Account Status: Onboarding In Process

PR
Services:
Service Locations:
Account Status: Requested

Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

Amos Brewer
Services:
Service Locations:
Account Status: Requested

CM
Services:
Service Locations:
Account Status: Requested

Caryn McCormick
Services:
Service Locations:
Account Status: Requested

DP
Services:
Service Locations:
Account Status: Requested

Dale Page
Services:
Service Locations:
Account Status: Requested

KB
Services:
Service Locations:
Account Status: Requested

Keegan Blackwell
Services:
Service Locations:
Account Status: Requested

PL
Services:
Service Locations:
Account Status: Requested

Priscilla Lancaster
Services:
Service Locations:
Account Status: Requested

New Vendor Request

Vendor Name: jhon
Vendor Type: cbhidere

Business Case: xyz

Primary Contact:

First Name: brian **Last Name:** lara

Email: Hello@gmail.com | **Phone:** Phone

Next

Timestamp: value 112929 110261

Step 015: Change

VENLINK

Dashboard

Vendors

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

Cora Fox
Services:
Service Locations:
Account Status: Requested

SQ
Services:
Service Locations:
Account Status: Onboarding In Process

jhon
Services:
Service Locations:
Account Status: Requested

jhon
Services:
Service Locations:
Account Status: Requested

jhon
Services:
Service Locations:
Account Status: Requested

ss
Services:
Service Locations:
Account Status: Requested

Scarlett Snyder
Services:
Service Locations:
Account Status: Requested

EM
Services:
Service Locations:
Account Status: Requested

Elmo Myers
Services:
Service Locations:
Account Status: Requested

RB
Services:
Service Locations:
Account Status: Requested

Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

Bevis David
Services:
Service Locations:
Account Status: Requested

MP
Services:
Service Locations:
Account Status: Requested

Michael Palmer
Services:
Service Locations:
Account Status: Requested

Buckminster Crawfo...
Services:
Service Locations:
Account Status: Requested

WW
Services:
Service Locations:
Account Status: Requested

Whitney Walton
Services:
Service Locations:
Account Status: Requested

OC
Services:
Service Locations:
Account Status: Onboarding In Process

PR
Services:
Service Locations:
Account Status: Requested

Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

Amos Brewer
Services:
Service Locations:
Account Status: Requested

CM
Services:
Service Locations:
Account Status: Requested

Caryn McCormick
Services:
Service Locations:
Account Status: Requested

DP
Services:
Service Locations:
Account Status: Requested

Dale Page
Services:
Service Locations:
Account Status: Requested

KB
Services:
Service Locations:
Account Status: Requested

Keegan Blackwell
Services:
Service Locations:
Account Status: Requested

PL
Services:
Service Locations:
Account Status: Requested

Priscilla Lancaster
Services:
Service Locations:
Account Status: Requested

New Vendor Request

Vendor Name: jhon
Vendor Type: cbhidere

Business Case: xyz

Primary Contact:

First Name: brian
Last Name: lara

Email: Hello@gmail.com
Phone: +(721) 829-6837

Next

Timestamp: value 112932 731393

Step 016: Click

VENLINK

Dashboard

Vendors

Agreements

Insurance

Action Items

Request History

Users

Support

Zenia Fuentes
Services:
Service Locations:
Account Status: Approved

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

Cori Fox
Services:
Service Locations:
Account Status: Requested

J ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

SQ
Services:
Service Locations:
Account Status: Onboarding In Process

EM ● High Risk
jhon
Services:
Service Locations:
Account Status: Requested

New Vendor Request

1 2 3

Products & Services
Type a Service ⓘ
Q. Type a Service

Service Locations
Type a Location ⓘ
Q. Type a Location

Previous **Next**

Rowan Bartlett
Services:
Service Locations:
Account Status: Requested

Michael Palmer
Services:
Service Locations:
Account Status: Requested

Whitney Walton
Services:
Service Locations:
Account Status: Requested

Phoebe Rollins
Services:
Service Locations:
Account Status: Requested

Dale Page
Services:
Service Locations:
Account Status: Requested

Scarlett Snyder
Services:
Service Locations:
Account Status: Requested

Elmo Myers
Services:
Service Locations:
Account Status: Requested

Bevis David
Services:
Service Locations:
Account Status: Requested

Buckminster Crawfo...
Services:
Service Locations:
Account Status: Requested

Orla Clements
Services:
Service Locations:
Account Status: Onboarding In Process

Caryn McCormick
Services:
Service Locations:
Account Status: Requested

Keegan Blackwell
Services:
Service Locations:
Account Status: Requested

Priscilla Lancaster
Services:
Service Locations:
Account Status: Requested

Timestamp: 112936 295843