



QUICK GUIDE REGISTRATION PROCESS

Please use this as a general guide for registering on Export Portal.

Registration on Export Portal is both easy and free. In this guide, we will show you the registration process for our international B2B trade platform.

Open your web browser and go to exportportal.com, then follow these steps:

STEP 1

Choose the type of user you are

In the right upper corner, you will find the “Register” button – click on it. Export Portal has four classifications for our users. You can register as a:

- Buyer
- Seller
- Manufacturer
- Freight Forwarder

Please choose the type of user you are.

Buying Selling Library Help FAQ Features

Register  Login

ABOUT . IMPORT/EXPORT . CATEGORIES . B2B . BLOG  

THINK LOCAL, SELL GLOBAL
START TRADING ONLINE INTERNATIONALLY

Our comprehensive global trade hub has everything you need to trade safely and securely. Empowered by our proprietary blockchain technology, Export Portal prioritizes security, transparency, cost-effectiveness, and ease-of-use.

REGISTER WITH US TODAY - IT'S FREE!

I'm a Buyer [Next →](#)

I'm a Seller [Next →](#)

I'm a Manufacturer [Next →](#)

I'm a Freight Forwarder [Next →](#)



QUICK GUIDE REGISTRATION PROCESS

STEP 2

Fill in personal information

Once you have chosen the type of user you are, you will be taken to the registration form. Here, you will:

- fill in your first name
- fill in your last name
- fill in your email address
- create and confirm your password - make sure the password you create meets Export Portal requirements
- add your phone number

Complete the required information, and then click the “Next” button.

SELLER REGISTRATION

Creation Information Completion

First Name i
e.g. John

Last Name
e.g. Doe

Email
e.g. john@company.com

Password
At least 6 characters

Confirm Password
Confirm your password

Phone
+93 +93 ▾ Phone number

Next

STEP 3

Fill in company information

The second page of the registration form gathers important information about your company. You will have to:

- fill in your company's legal name
- fill in your company name as you'd like it displayed on our website
- select your company's relevant industries

Here you are given the option to add another account. This is perfect for users who want to both buy and sell, or other pairings of user types. If you'd like, choose the additional account type or types you would like to create.

Click the “Next” button to continue registering.

SELLER REGISTRATION

Creation **Information** Completion

Company Name
e.g. Best Company Ltd.

Displayed Company Name i
e.g. Best Company

Are you an Official Distributor? i
 Yes
 No

Industries Selling
Select up to 3 industries

+ Add Another Account (optional) i

Back **Next**



QUICK GUIDE REGISTRATION PROCESS

STEP 4

Geographical location info

The third registration page asks for details regarding your geographical location. At this step, we ask you to:

- confirm your country
- choose your state or region and city
- type in the full address of your company
- type in the ZIP code

Before completing the registration form, be sure you check out the Terms & Conditions, Privacy Policy, and Terms of Service pages. Read through the hyperlinked policies and confirm you agree with them and are 18 by checking the box. Next, click the Register button.

SELLER REGISTRATION

Creation Information Completion

Country:

State / Region:

City:

Address:

Zip Code:

By joining, I confirm that I'm 18 years or older and to the [Terms & Conditions](#), [Privacy Policy](#) and [Terms of Service](#)

[Back](#) [Register](#)

SUCCESS

A "Thank you" message will appear on your screen – you have completed your registration!

SELLER REGISTRATION

ⓘ Thank you! You have successfully registered.

We've send you a link to confirm your email address. Please note that it will show up in your inbox in up to 10 minutes.

Didn't receive the confirmation email?

- Is jhonzson.luckyguy@gmail.com the correct email address? If not, then please [contact us](#).
- Please make sure to check your SPAM folder.
- Otherwise, click the button below to get a confirmation email once again.

[Request Confirmation Email](#)

Still having trouble? Please [Contact us](#).

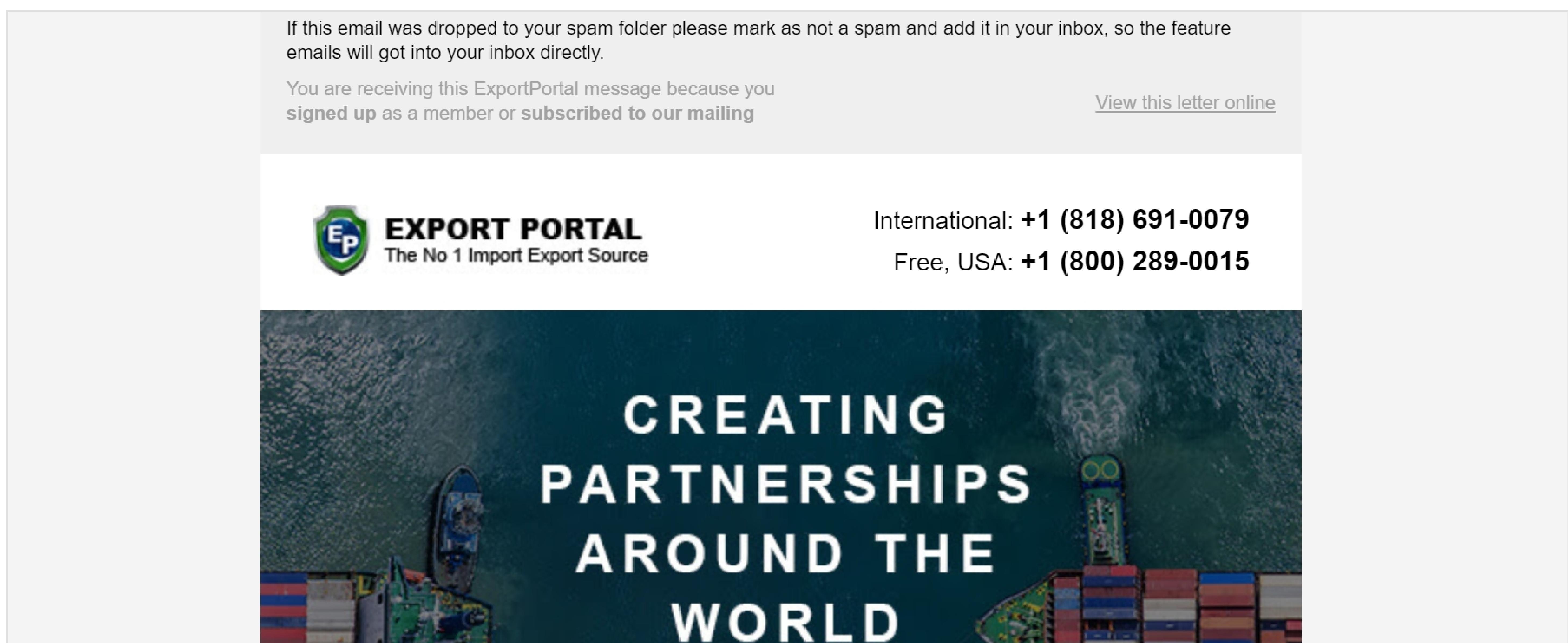


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STEP 5

Confirm your email address

Please check the email address to confirm it is correct. Then go to your inbox, open the message from exportportal.com, and follow the confirmation link. It will redirect you to our eCommerce platform.



STEP 6

Log in to your new created account

The only thing left is to log in to your account by typing your email and password. Tick the box "Stay signed in" if you want your browser to remember your login details. Press Login, and there you are! You have successfully created a profile on Export Portal, the most comprehensive and secure B2B trade hub.

