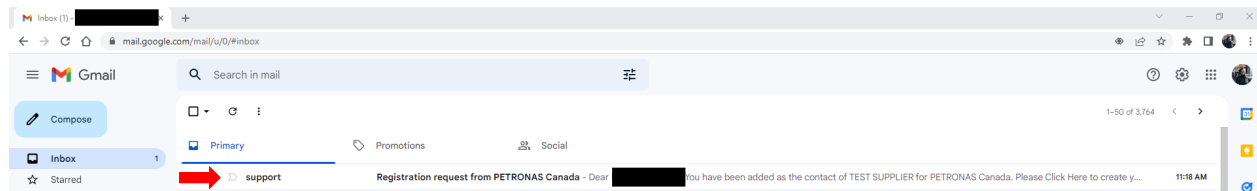


Why should you log into GEP SMART?

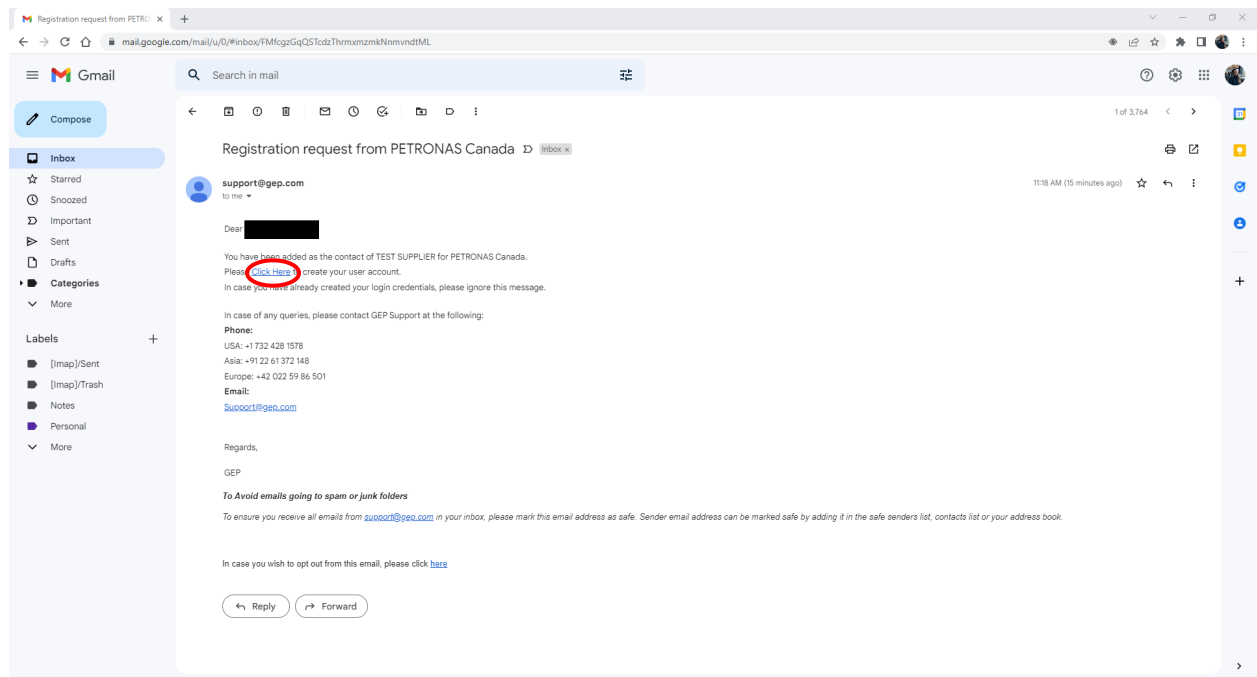
You need to log in and verify your personal details as well as complete your company's profile. All communication for events will be done through this platform, hence the importance to use and familiarize yourself with it.

Step 1:



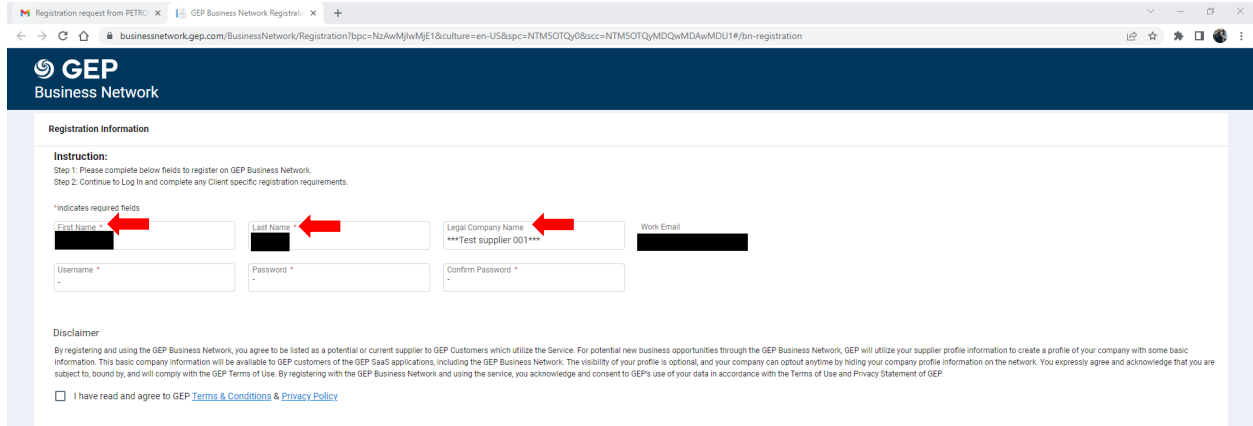
You should get a Registration Request email from GEP SMART Support pop up in your inbox.

Step 2:



Open the email and click the '[Click Here](#)' hyperlink.

Step 3:



A new pop up page will open that will take you to GEP Business Network where you will need to make sure your First Name, Last Name and Legal Company Name are all correct.

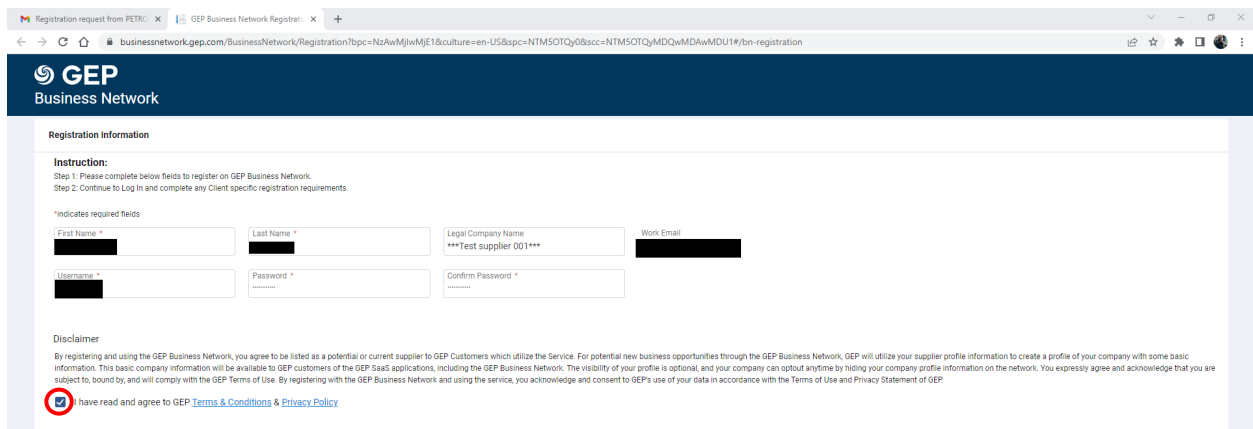
The First Name, Last Name, Legal Company Name and Work Email fields will be auto populated.

After confirming you will need to create a user name and password (confirm password). We recommend taking note of these user credentials as they will be important for logging-in in the future.

Step 4:

Read the GEP Terms & Conditions as well as the Privacy Policy located on the Disclaimer section of the page.

If you agree, click the 'I have read and agree to GEP Terms & Conditions and Privacy Policy' ✓



Step 5:

Click Submit on the bottom right of the screen after completing.

Registration request from PETRIC: X

GEF Business Network Registration: X

+

businessnetwork.gep.com/BusinessNetwork/Registration?bpc=NzAwMjIwMjE1&culture=en-US&spc=NTM5OTQ0&sc=NTM5OTQ0MDQwMDAwMDU1&bn-registration

GEF

Business Network

Registration Information

Instruction:

Step 1: Please complete below fields to register on GEP Business Network.
Step 2: Continue to Log in and complete any Client specific registration requirements.

*Indicates required fields

First Name *

Last Name *

Legal Company Name

Test supplier 001

Work Email

Username *

Password *

Confirm Password *

Disclaimer

By registering and using the GEP Business Network, you agree to be listed as a potential or current supplier to GEP Customers which utilize the Service. For potential new business opportunities through the GEP Business Network, GEP will utilize your supplier profile information to create a profile of your company with some basic information. This basic company information will be available to GEP customers of the GEP SaaS applications, including the GEP Business Network. The visibility of your profile is optional, and your company can optout anytime by hiding your company profile information on the network. You expressly agree and acknowledge that you are subject to, bound by, and will comply with the GEP Terms of Use. By registering with the GEP Business Network and using the service, you acknowledge and consent to GEP's use of your data in accordance with the Terms of Use and Privacy Statement of GEP.

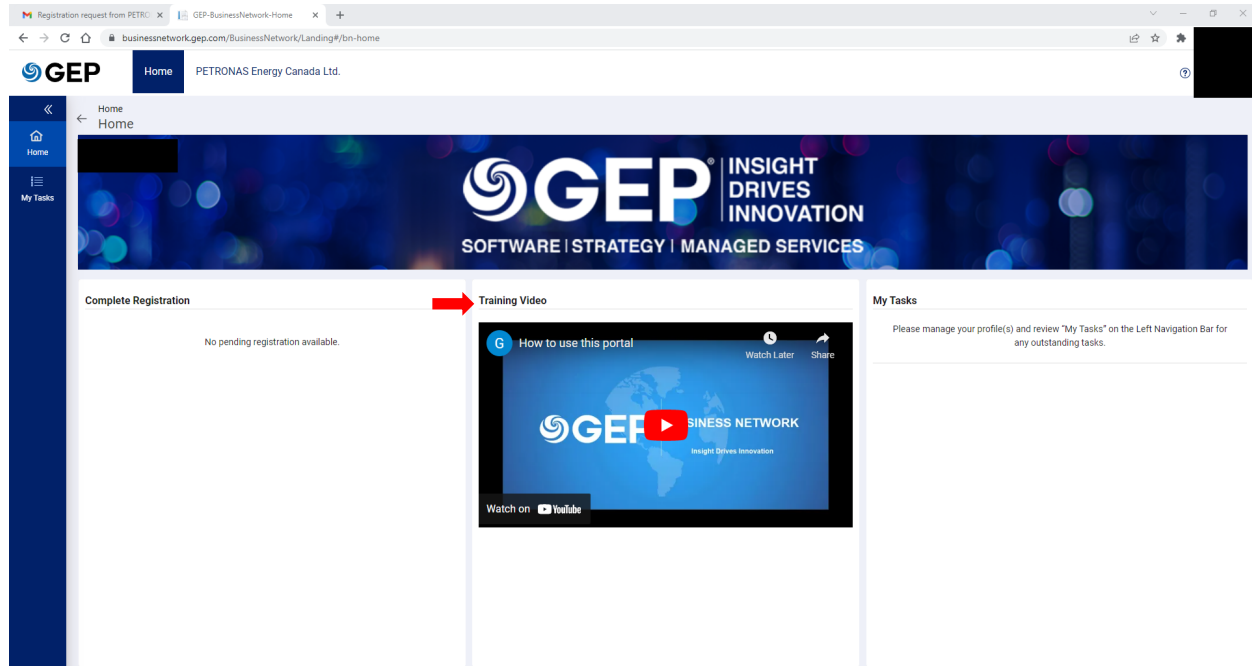
☒ I have read and agree to GEP [Terms & Conditions](#) & [Privacy Policy](#)

Step 6:

You will be redirected to this screen. Log-in with the credentials you just made.

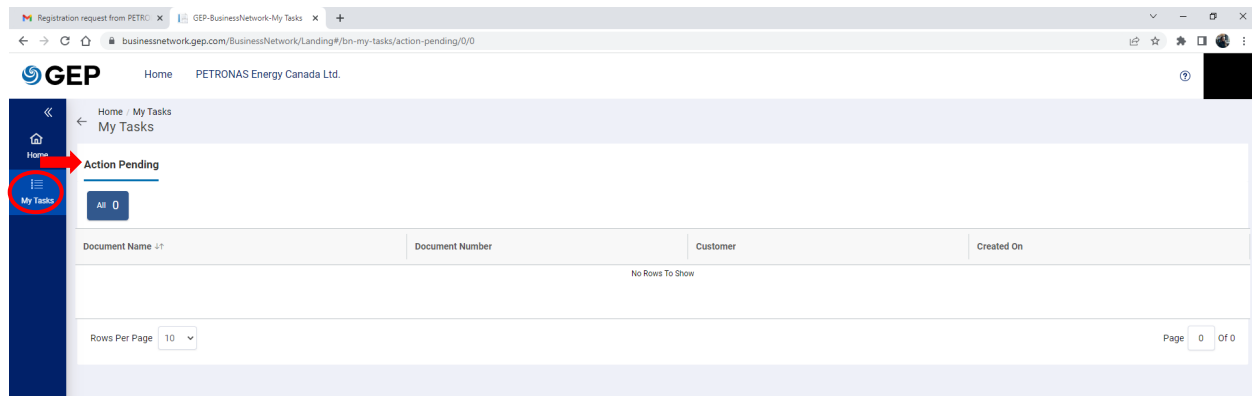
[illegible]

Step 7:



When you log in there will be a training video we recommend you watch to familiarize yourself with the GEP system.

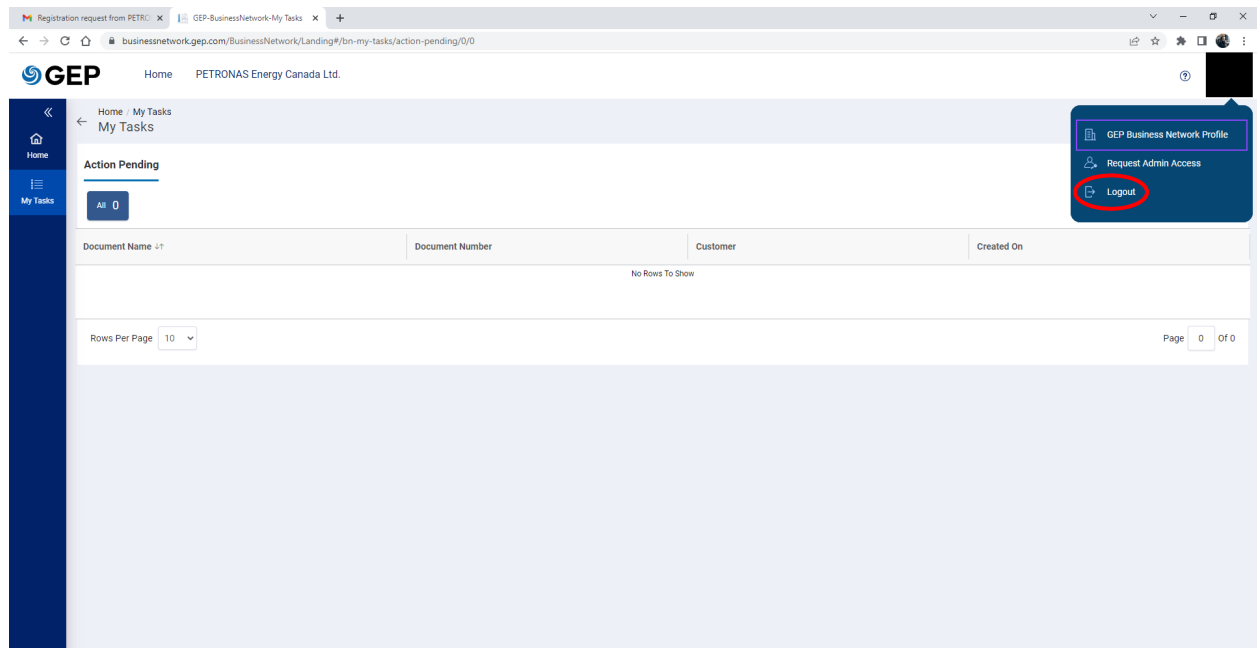
Step 8:



Click the My Tasks button on the top left ribbon of the screen to see if there are any tasks for you to complete for your profile or your company's profile.

In the future, all new tasks for you to complete will appear on this screen with deadlines and timeframes.

Step 9:



Make sure to log out of GEP when not actively using it.