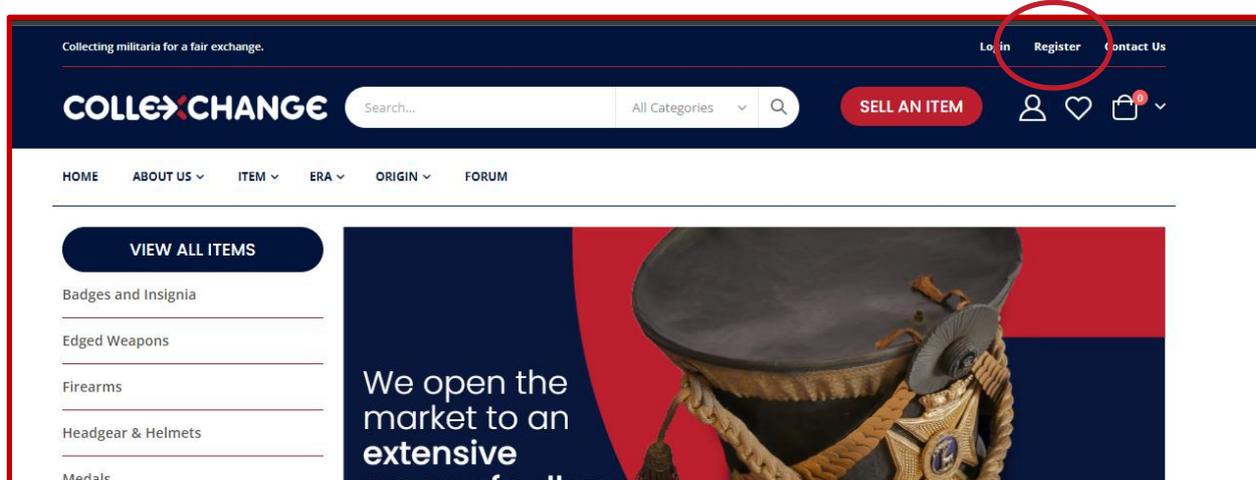


GETTING STARTED – REGISTER

To create your account on our website, please follow these steps.

Step 1: Click the 'register' button located on the top right-hand corner of the screen



Step 2: Complete all your details on the registration form. Those marked * are mandatory.

Create New Customer Account

Creating an account with Collexchange is FREE and provides lifetime access to buy and sell militaria on this website.

Personal Information

First Name *
Simon

Last Name *
Philips

Sign Up for Newsletter

Address Information

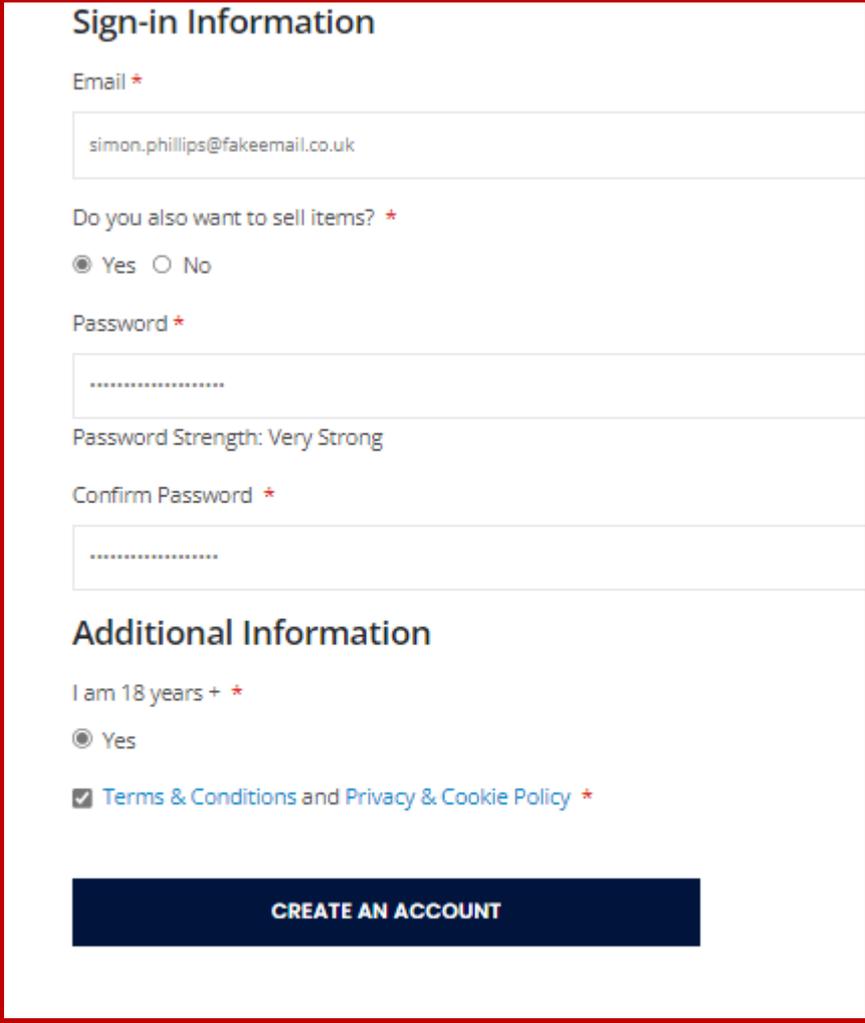
Company
Philips Militaria Ltd (or leave blank)

Phone Number *
07777 12345678

Street Address *
23 Make Believe Street

Country *
United Kingdom

Step 3: Create your login details - add your email and create a strong password. When finished, click 'create an account.'

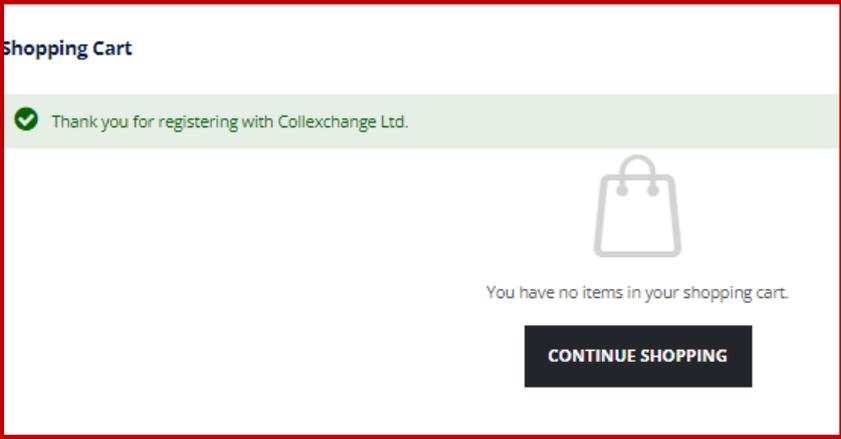


The screenshot shows a registration form titled "Sign-in Information". It includes the following fields and options:

- Email ***: A text input field containing "simon.phillips@fakeemail.co.uk".
- Do you also want to sell items? ***: Radio button options for "Yes" (selected) and "No".
- Password ***: A password input field with masked characters ".....".
- Password Strength: Very Strong**: A label indicating the password quality.
- Confirm Password ***: A second password input field with masked characters ".....".
- Additional Information**:
 - I am 18 years + ***: Radio button options for "Yes" (selected) and "No".
 - Terms & Conditions and Privacy & Cookie Policy ***: A checked checkbox for the website's legal policies.
- CREATE AN ACCOUNT**: A large, dark blue button at the bottom of the form.

For ease, this form defaults to enabling you to **buy and sell items** on our website. *You can change this if you only plan to purchase militaria.*

Step 4. You will see this confirmation screen and receive a 'welcome email'

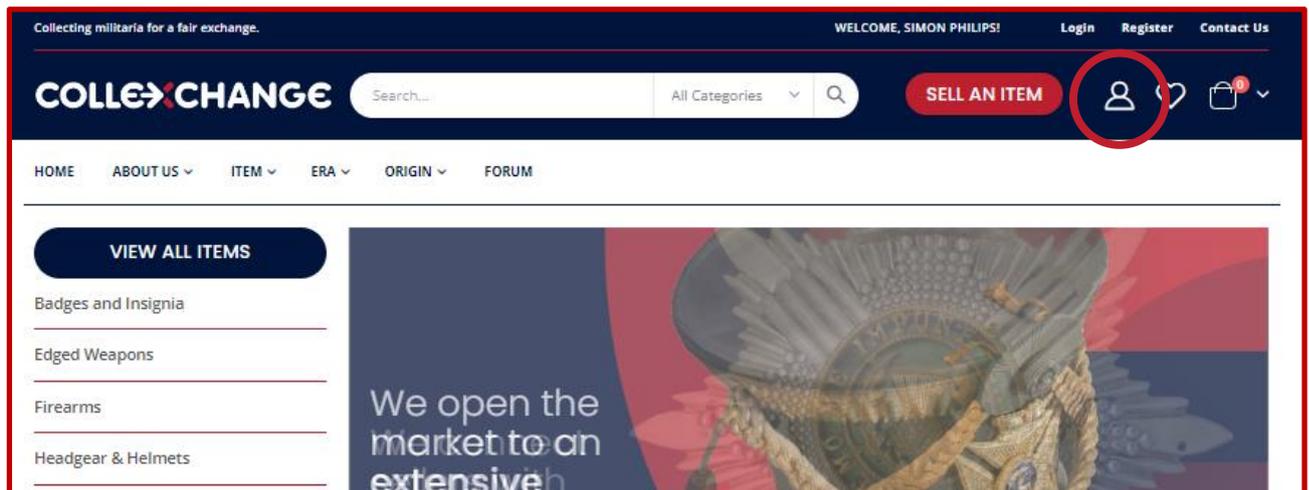


The screenshot shows a "Shopping Cart" confirmation screen. It features a green banner at the top with a checkmark icon and the text "Thank you for registering with Collexchange Ltd.". Below the banner is a shopping bag icon and the text "You have no items in your shopping cart.". At the bottom, there is a dark blue button labeled "CONTINUE SHOPPING".

You're done!

Click the Collexchange logo or 'continue shopping' to go back to the homepage.

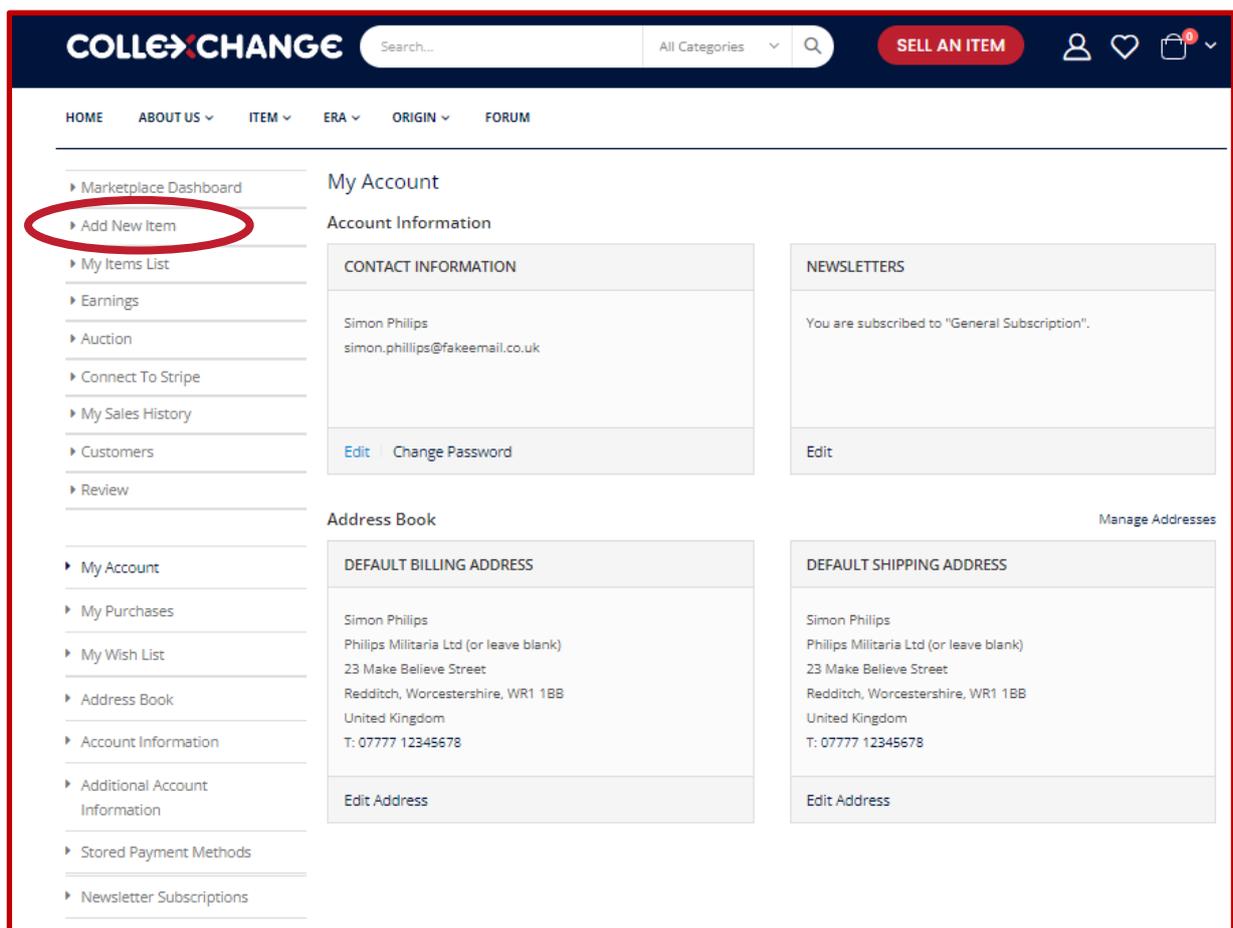
Step 6: Now you are registered, you will see your name at the top of the page and you can access your dashboard from the **'my account'** icon circled below (or **login** button).



Step 7: Your dashboard.

This is where you can edit your details when required.

You can list militaria for sale - go to **'Add New Item'** and complete the upload form. You can also view your listings (My items list), your orders (My Sales History) and purchases (My Purchases).

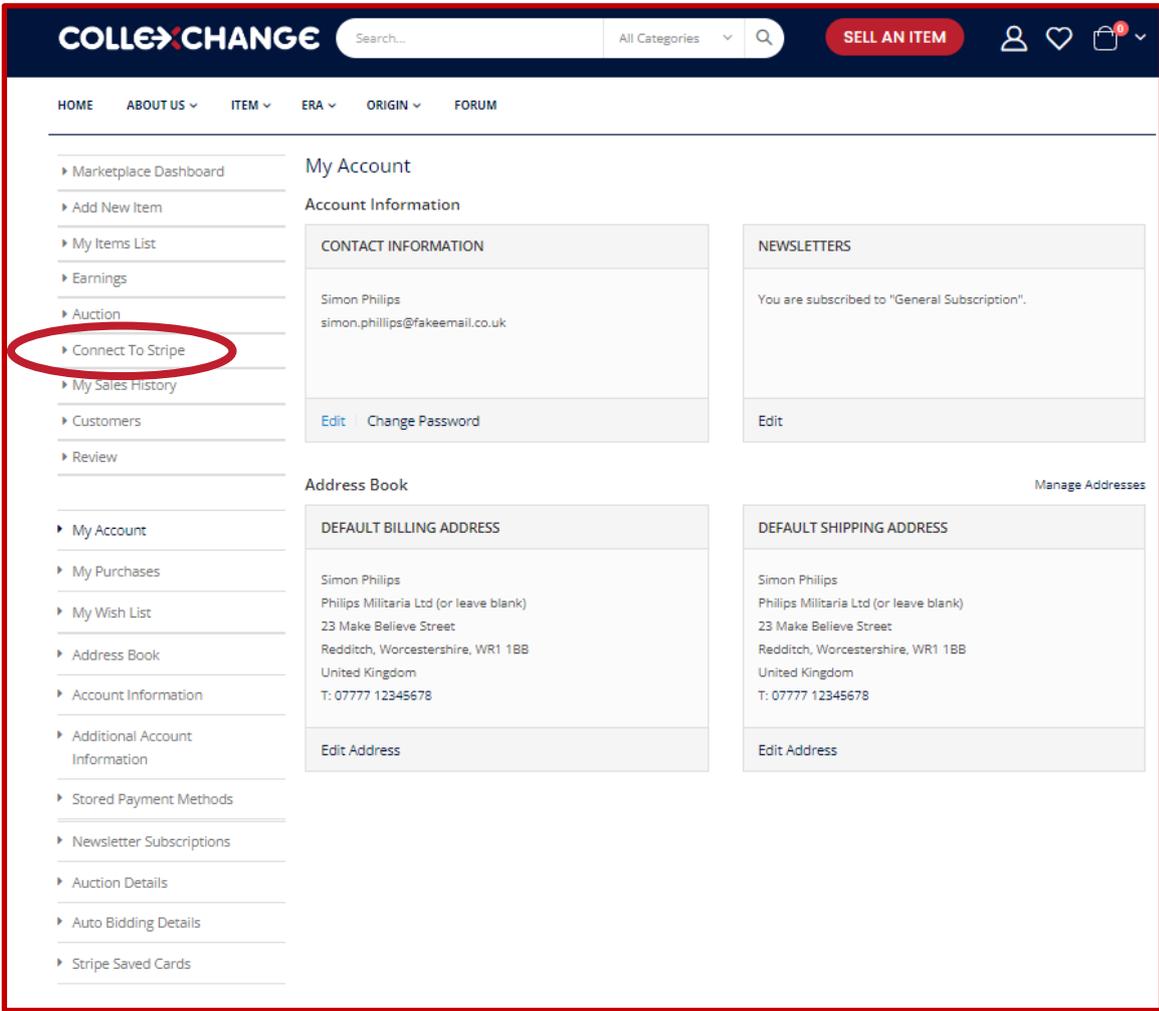


SELLERS

To receive your payments from Collexchange, you need to 'connect to Stripe' which can be accessed from your dashboard. You only need to do this once.

This process will link your bank account to Collexchange so we can make transfers.

There's help **connecting to Stripe** on our website **HELP CENTRE >> SELLER FAQs**.



The screenshot shows the Collexchange Seller Account Dashboard. The top navigation bar includes the Collexchange logo, a search bar, a dropdown for 'All Categories', a 'SELL AN ITEM' button, and user icons. The main content area is divided into a left-hand menu and a central dashboard. The left-hand menu lists various account management options, with 'Connect To Stripe' highlighted by a red circle. The central dashboard is titled 'My Account' and contains sections for 'Account Information', 'Address Book', and 'NEWSLETTERS'. The 'Account Information' section displays contact details for Simon Philips and includes 'Edit' and 'Change Password' links. The 'Address Book' section shows default billing and shipping addresses for Simon Philips. The 'NEWSLETTERS' section indicates the user is subscribed to 'General Subscription' and includes an 'Edit' link.

There are no additional fees for using Stripe.

We are here to help – hello@collexchange.co.uk