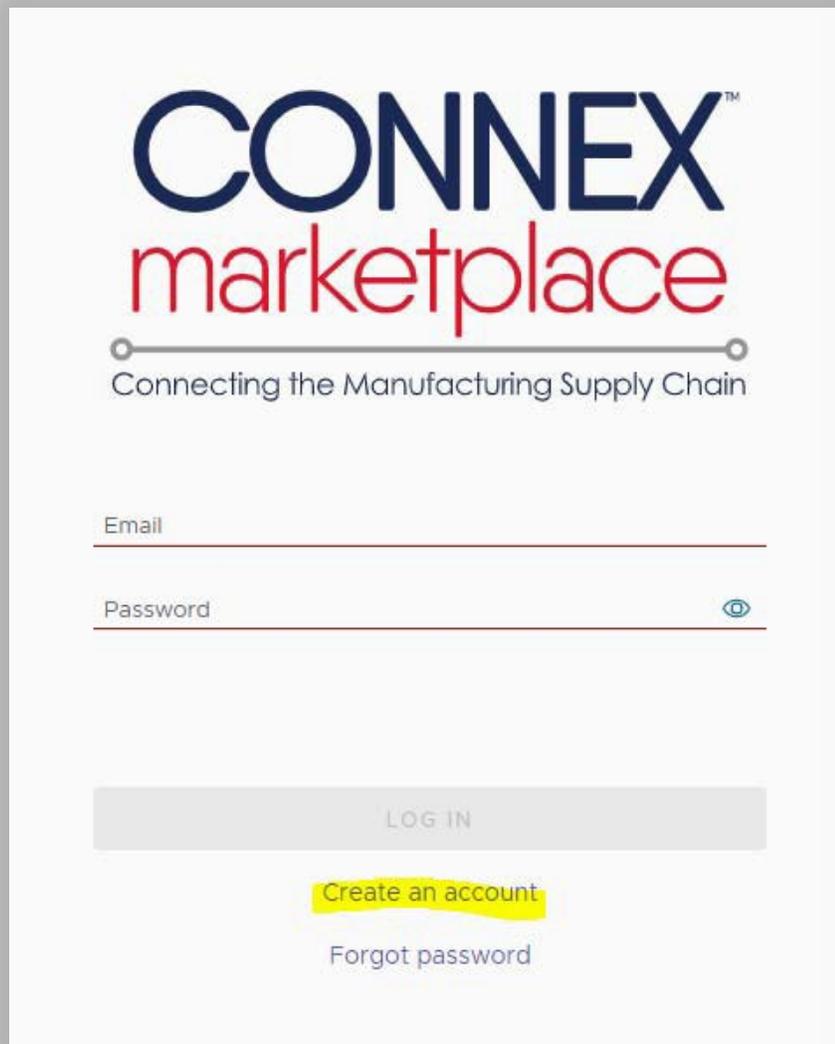


New Account Access to CONNEX™ Virginia and CONNEX™ Marketplace

Step 1: Go to [CONNEX Marketplace \[https://app.connexmarketplace.com/login\]](https://app.connexmarketplace.com/login) and select “Create an Account.”



CONNEX™
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Email

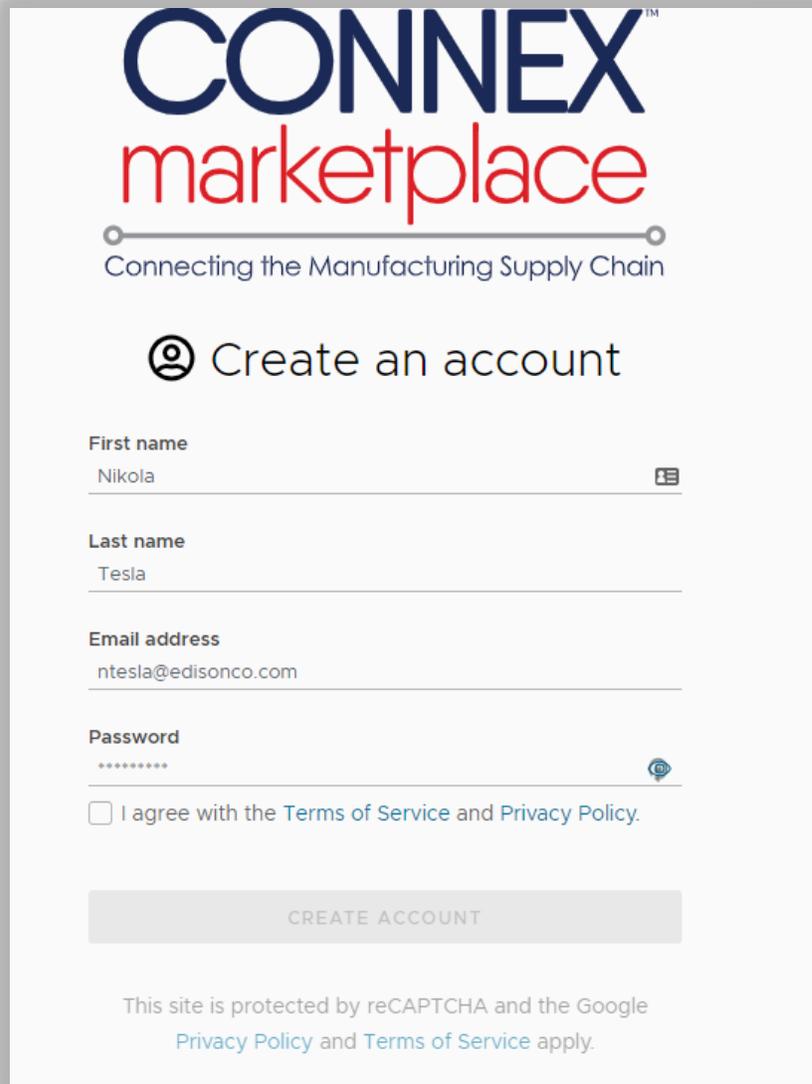
Password

LOG IN

Create an account

Forgot password

Step 2: Enter your first and last name, email address, and create a strong password. You'll also need to accept the terms and conditions, to activate the **"Create Account"** button.



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 Create an account

First name
Nikola

Last name
Tesla

Email address
ntesla@edisonco.com

Password
.....

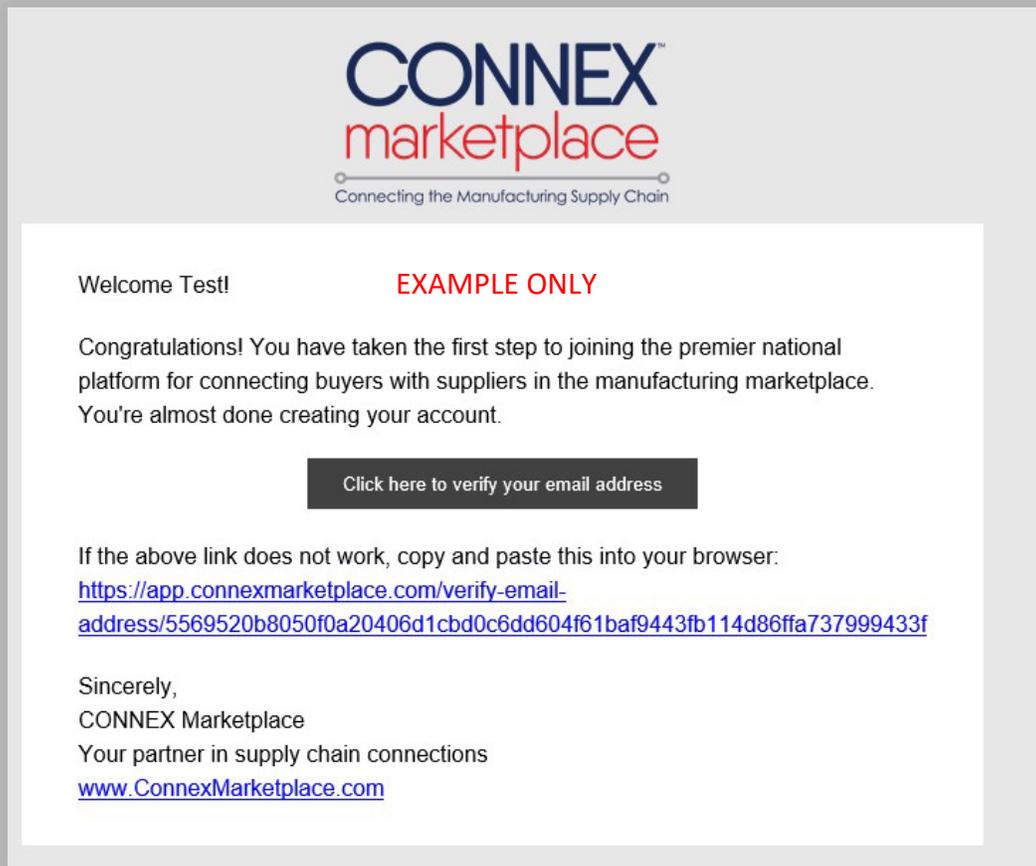
I agree with the [Terms of Service](#) and [Privacy Policy](#).

CREATE ACCOUNT

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

You should receive an email from noreply@CONNEXMarketplace.com with a link to verify your email address. If you don't receive it within a few minutes, please check your spam or junk mail folder. The email is shown in step 3.

Step 3: Click the gray box to verify your email address.



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Welcome Test! **EXAMPLE ONLY**

Congratulations! You have taken the first step to joining the premier national platform for connecting buyers with suppliers in the manufacturing marketplace. You're almost done creating your account.

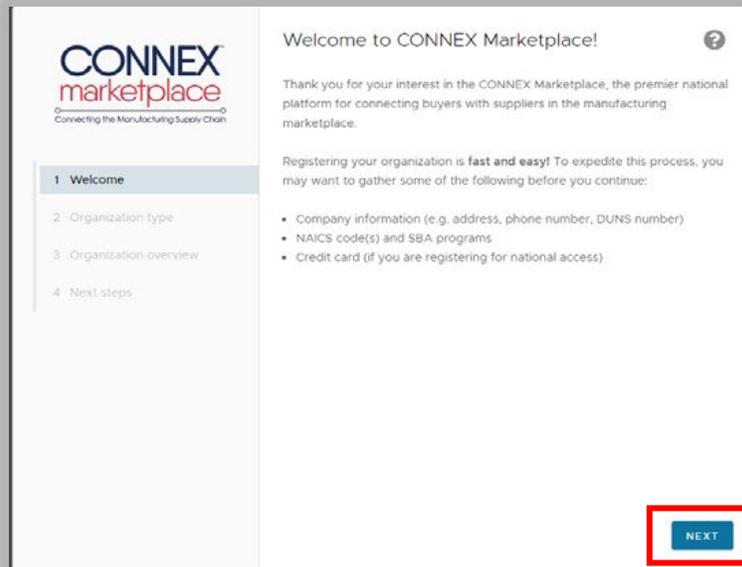
[Click here to verify your email address](#)

If the above link does not work, copy and paste this into your browser:
<https://app.connexmarketplace.com/verify-email-address/5569520b8050f0a20406d1cbd0c6dd604f61baf9443fb114d86ffa737999433f>

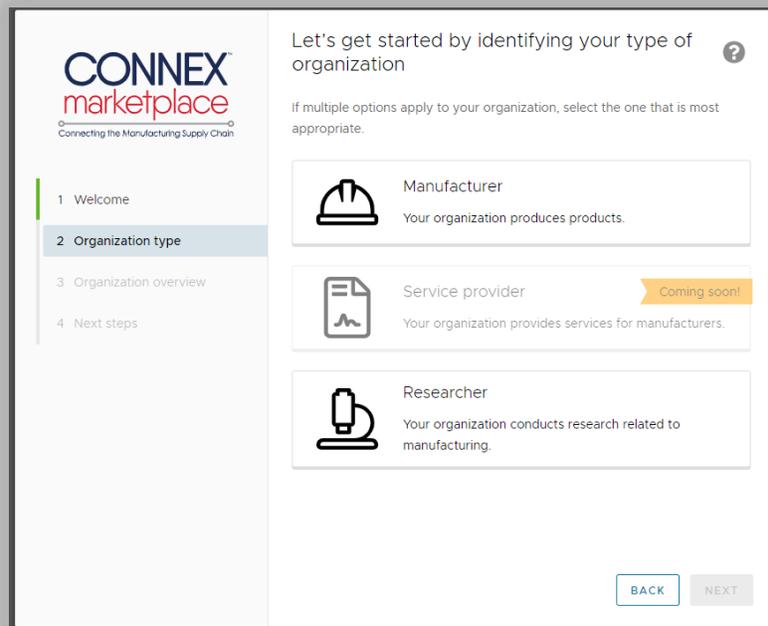
Sincerely,
CONNEX Marketplace
Your partner in supply chain connections
www.ConnexMarketplace.com

Once you confirm your email, you will need to log in to the platform to link your account. The wizard will open and welcome you.

Step 4: Click “Next” shown below and it will ask you to select an organization type.



Step 5: Please select “Manufacturer”. If you feel you qualify as a researcher, you can add that to your account later.



Step 6: You will be asked some basic questions about your company.

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Let us know some basic information about your organization ?

Name
Acme Manufacturing, Inc

Address
[Dropdown menu]

Phone number (optional)
(555) 555-5555

Website (I don't have a website)
https://acmemfg.com

DUNS number (I'll provide this later)
123456789

As you enter company name and address, the system will search to identify potential matches.

Pay special attention as it is searching the CONNEX Marketplace of over 140,000 company profiles. There may be a company with a similar name in another state. You'll want to make sure you are selecting the right match.

Step 7: If your company is listed, select it from the wizard. If not, ignore the suggested companies and continue entering information, such as phone number, website and DUNS number if known. If you don't know your DUNS number, you can select "I'll provide this later" to move through the Wizard.

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Let us know some basic information about your organization ?

Name
Proud to Manufacture in Michigan

Is one of these your organization?
Michigan Manufacturing Technology Center (Plymouth, MI)
Michigan - Demo Test Co. (Plymouth, MI)
Avi Michigan Holding Corporation (Plymouth, MI)
Haven Manufacturing Indiana, Inc. (Ossian, IN)
Michigan Brush Manufacturing (Detroit, MI)

Address
45501 Helm Street, Plymouth, MI, USA

Let me type the address parts

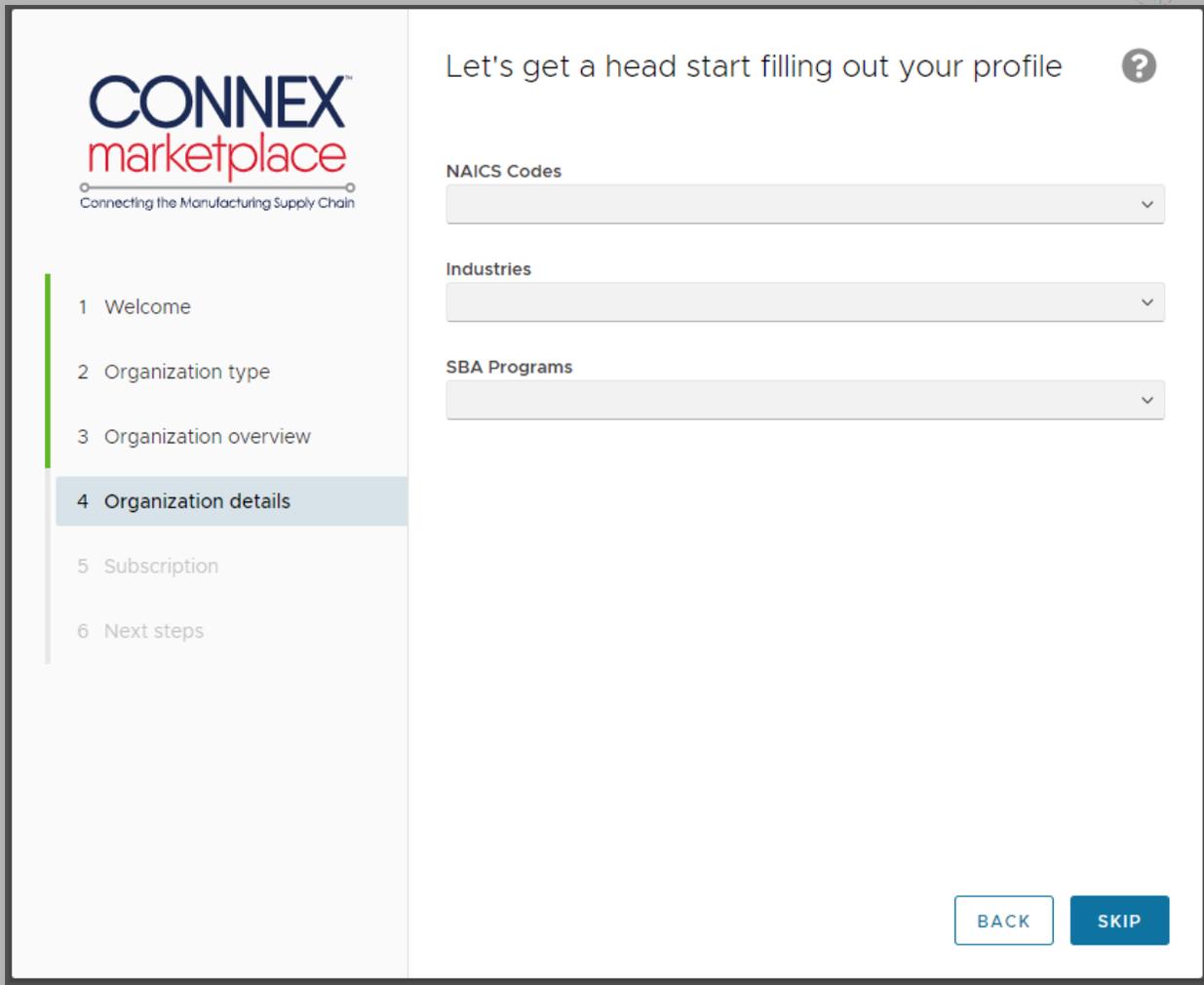
Phone number (optional)
(888) 414-6682

Website (I don't have a website)
https://acmemfg.com

DUNS number (I'll provide this later)
123456789

BACK **NEXT**

Step 8: It will ask you about NAICS Codes, Industries, and SBA designations such as Woman Owned, Minority Owned, HubZone, etc. These are optional and can be skipped. Any information entered here will help complete your company profile and improve your search rankings.



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Let's get a head start filling out your profile ?

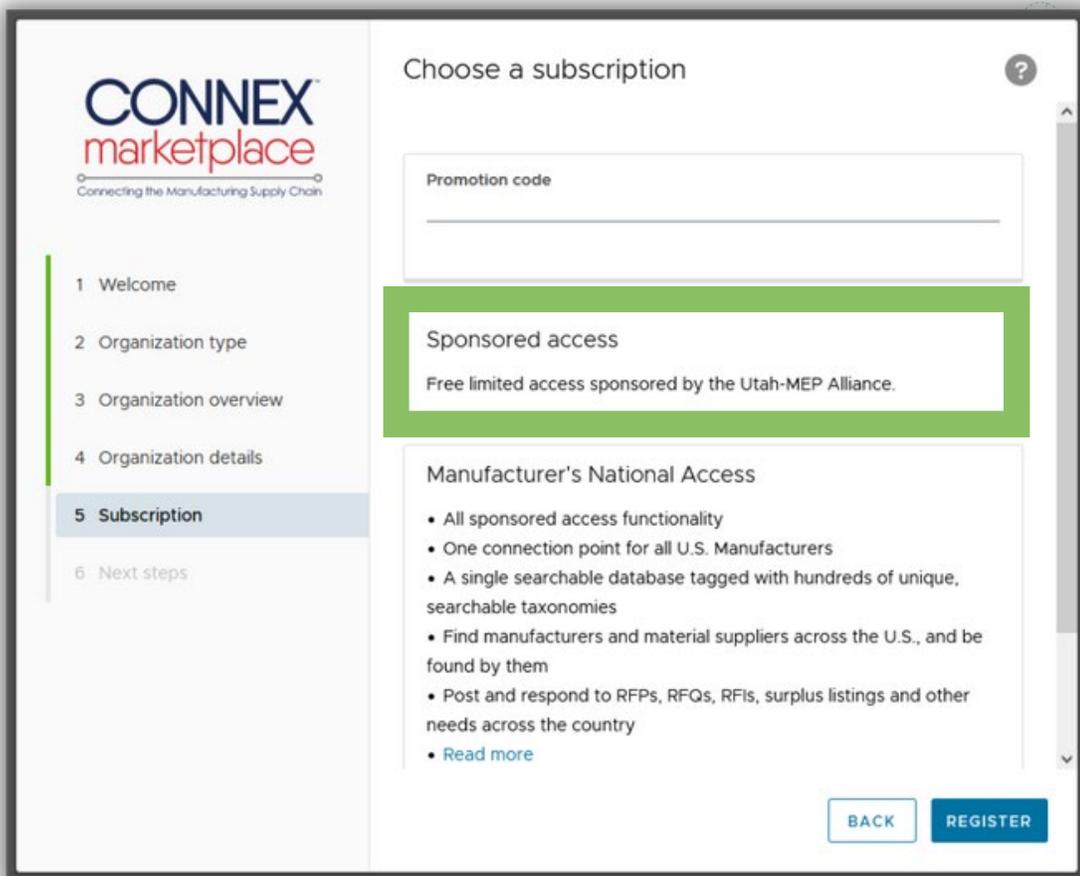
NAICS Codes
Industries
SBA Programs

BACK SKIP

Step 9: Select Your Subscription Plan (see the next two pages for full instructions)

On this screen, you will need to select your subscription plan. See the next two pages for an explanation of the various options:

- **Option 1: Free "Sponsored Access"** - Depending on what state your company is in, you may receive free sponsored access from your local Manufacturing Extension Partnership organization (**GENEDGE Alliance – VA MEP**). If you are in a state that qualifies (based upon your address that you entered in Screen #3) then you will automatically see the free "Sponsored Access" available. If you are ONLY registering for the free state access (and not the entire national database access) then select the "Sponsored Access" box and click the "Register" button.



Step 9 Continued....

- **Option 2: Full National Access** (Paid or Promo Code) - If your company is not in a sponsored state (and you don't see the "Sponsored Access" box as shown on the previous page), OR if you want to add "National Access" to your free state Sponsored Access, then go to the box that says "Manufacturers National Access" and select your subscription type.
- If you have a "Free-Forever Lifetime" promo code OR a "Free Year" promo code, then click on the "\$500/year" button and enter the promo code at the top of the screen.
- If you have a monthly promo code ("1 Month", "3 Month", "6 Month" etc) then click on the "\$50/ month" button and enter the promo code at the top of the screen.

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Choose a subscription

Promotion code

Sponsored access
Free limited access sponsored by the Utah-MEP Alliance.

Manufacturer's National Access

- All sponsored access functionality
- One connection point for all U.S. Manufacturers
- A single searchable database tagged with hundreds of unique, searchable taxonomies
- Find manufacturers and material suppliers across the U.S., and be found by them
- Post and respond to RFPs, RFQs, RFIs, surplus listings and other needs across the country
- [Read more](#)

\$500.00 / year \$50.00 / month

[BACK](#) [REGISTER](#)

Step 11: Enter Payment Information

If you selected "National Access" on the previous page you will need to enter credit card information and accept the terms, i.e. promotion period of one year, etc. After you have accepted the terms, click the "Next" button.

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Enter payment details

Card number
4242 4242 4242 4242 VISA

Expiration **CVC**
10 / 22 656

Country **ZIP**
United States 90210

By providing your card information, you allow CONNEX Marketplace Test to charge your card for future payments in accordance with their terms.

BACK NEXT



Step 12: Confirm Your Subscription

Read through the confirmation language and confirm your subscription. Click "Register" to complete your registration.

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Confirm your registration

Acme International
444 W Bourne Cir Farmington, UT 84025

Manufacturer National Access (1 year) **\$500.00**

Your payment method will not be charged immediately. Before your registration is approved, it will be reviewed for accuracy and correct categorization. Approval usually takes 1-2 business days.

Once your registration is approved, you will be notified by email and your payment will be charged in accordance to the terms listed previously. At that time, you will have immediate access to CONNEX Marketplace.

[BACK](#) [REGISTER](#)

Step 13: Success Screen

You should now see the "Success Screen" confirming that your subscription is complete. If so, the system will automatically notify the system admins to verify and approve your account (this is to make sure that you are ACTUALLY a manufacturer or supplier. This approval process may take up to 1-2 working days). Once your approved, you will have full access into the platform and can begin filling your manufacturers profile which will allow you to rank higher in search results and find more business opportunities.

