

# User Guide – Sign Up to Become a User - Customer

- From the Home Page, locate the “Sign Up” button on the top menu.
- Click on “Sign Up”





## Sign up

[Already a User? Log in](#)

Signup with Professional Email Domain Only

Company E-mail

Email@company.com

Username

Username

Password

YourPassword01!

Enter your work email  
Enter your UserID or use  
your email if you prefer

Enter a Password

Be sure it meets the  
requirements below!

\*Password should have at least one number and one uppercase character. Minimum 6 characters.

- ✔ Minimum 6 characters
- ✔ One number
- ✔ One uppercase character
- ✔ One special character

By signing up you agree to our [Terms of Use](#)

You MUST READ  
our Terms &  
Conditions

Sign up

CLICK








Choose the **Type of User** you wish to become:  
Choose Seller if you wish to SELL Services  
Choose Buyer if you wish to BUY Services  
**Hint:** If you want to become BOTH, Choose Supplier

**Welcome!**

What will be your first step?

  
**I'm a Seller**  
Sellers can create listings and also buy from other sellers

  
**I'm a Buyer**  
Buyers will only be allowed to purchase listings, but not creating them

**Click Next**  [Next](#)



[← Back](#)

## Please answer the following questions

Business Name:

Your Company Name

Contact Name:

First and Last Name

Contact Email:

Email Address

Contact Telephone #:

Telephone number of the contact above

**For Customers** - Enter the name of your business

Enter the primary contact name first and last, their email address and telephone number.

**HINT:** This must be a signing officer of the company with authority to commit to contractual obligations

Click Submit

Submit

Type any keyword

Search

Category

- Human Resources
- Marketing
- Finance
- Procurement
- Legal Services
- IT Services
- Consultants
- Sales

Show more

Price



Welcome! Your account is being verified.

Access to making purchases and posting requests is limited until your account is marked as verified.

You will be notified once your account has been verified.



Congratatoinis!

You have now signed up to become a valued Customer. Only duly registered businesses are authorized to buy on ProcureHub. No fake customers here. We take pride in and perform a rigouress process to ensure BOTH our Customers and Suppliers are verified before they are authorized to transact on ProcureHub.

You will receive an email requesting more information shortly. Once verified you can begin shopping for Services!

Marketing  
Demo - Website Creation



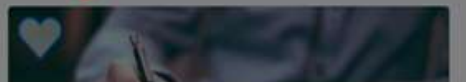
Starting at \$5500

Legal Services  
Legal Consulting Block of Hours - 5 Hours (DEMO)



Starting at \$2000

Starting at \$1500





Type any keyword Search

Category

- Human Resources
- Marketing
- Finance
- Procurement
- Legal Services
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- Sales
- [Show more](#)

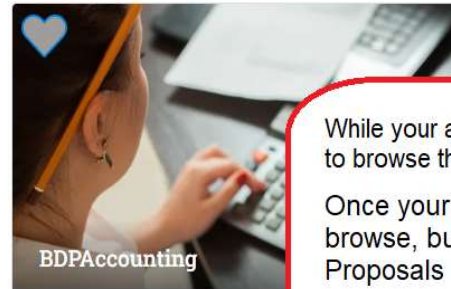
15 results Clear Filters

List Map Sort By **Price: Higher to Lower**



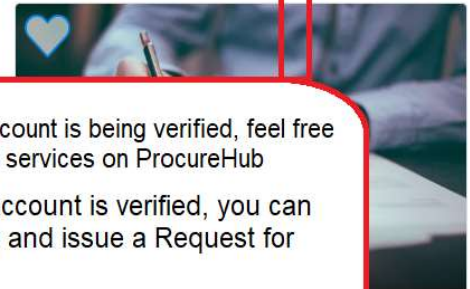
BDPAccounting

Finance  
Accounting Advisory Service



BDPAccounting

Finance  
Bookkeeping Services Block



While your account is being verified, feel free to browse the services on ProcureHub  
Once your account is verified, you can browse, buy and issue a Request for Proposals  
Check out **"How to Search"** User Guide