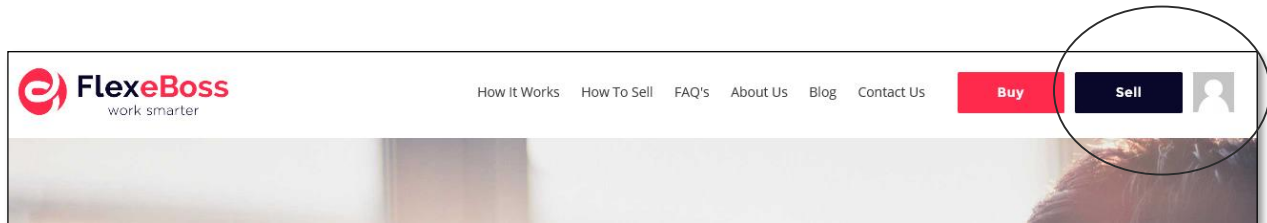


## REGISTER ON THE WEBSITE

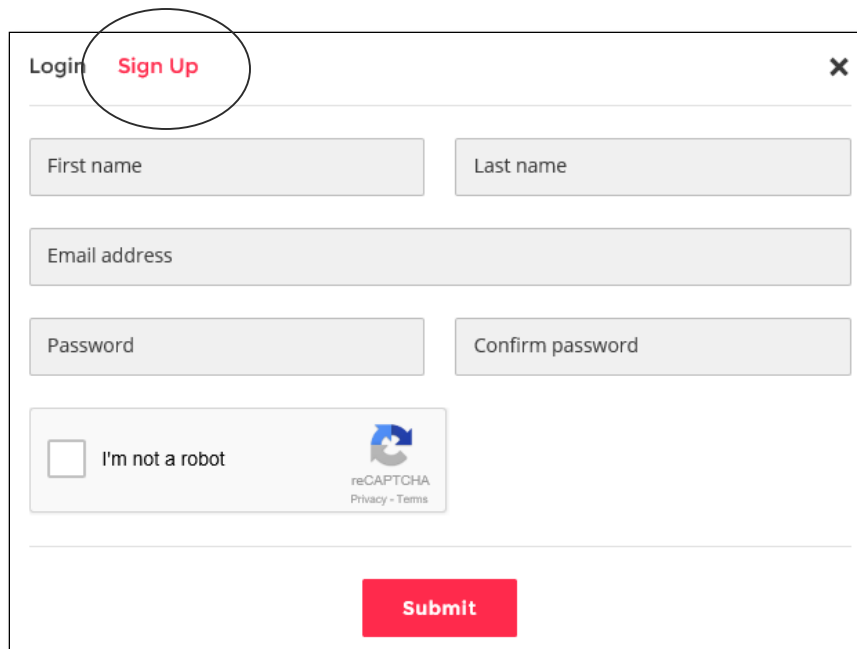
### Step 1

To become a seller you first need to register a profile with us. To do this you can click the icon in the top right hand corner of the homepage or click on the sell button.



### Step 2

Please fill in the fields and click on Sign Up. You will then be sent an email to verify your email address. Click on the link to be taken to your profile setup page.

A screenshot of a registration form titled 'Login Sign Up'. The 'Sign Up' link is circled in red. The form contains the following fields: 'First name', 'Last name', 'Email address', 'Password', and 'Confirm password'. Below the password fields is a reCAPTCHA widget with the text 'I'm not a robot' and a checkbox. At the bottom of the form is a red 'Submit' button.

## CREATE A USER PROFILE

### Step 3

It is mandatory to add your company name, country and city. You must also add some details about yourself and add a professional headshot photo. The “About me” section is where you can tell potential clients about yourself, your approach and any unique selling points. You should also detail your legal specialism.

#### Settings

First name *	Last name *	Company name
<input type="text" value="Harry"/>	<input type="text" value="Chappell"/>	<input type="text"/>
Country *	City	
<input type="text" value="-- please choose --"/>	<input type="text"/>	

---

#### Profile

About me

### Step 4

Click on “Become a seller”.

[Home](#) > [My Profile](#)

## My Profile



[Account Settings](#) | [Logout](#)

[Become a seller](#) | [Edit profile](#)


<a href="#">Home</a>	<a href="#">Messages</a>	<a href="#">My Orders</a>	<a href="#">Profile</a>
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## BECOME A SELLER

### Step 5

# Guide: How To Become a Seller

Please enter your areas of expertise, number of years experience and hourly rate. You can also provide details of your qualifications. Then click “Submit for Approval”.

 **Professional Experience**

Areas of expertise Professional experience Hourly rate

Legal qualifications

Detail any legal qualifications you have along with date of achievement.

We will then review your application and if successful ask you for evidence of your practice certificate and also insurance. We aim to be in touch within 24 hours. Once approved you will receive an email letting you know. If you have been declined, we will let you know the reasons why. That’s it! You are now ready to start adding services to the marketplace to sell.

