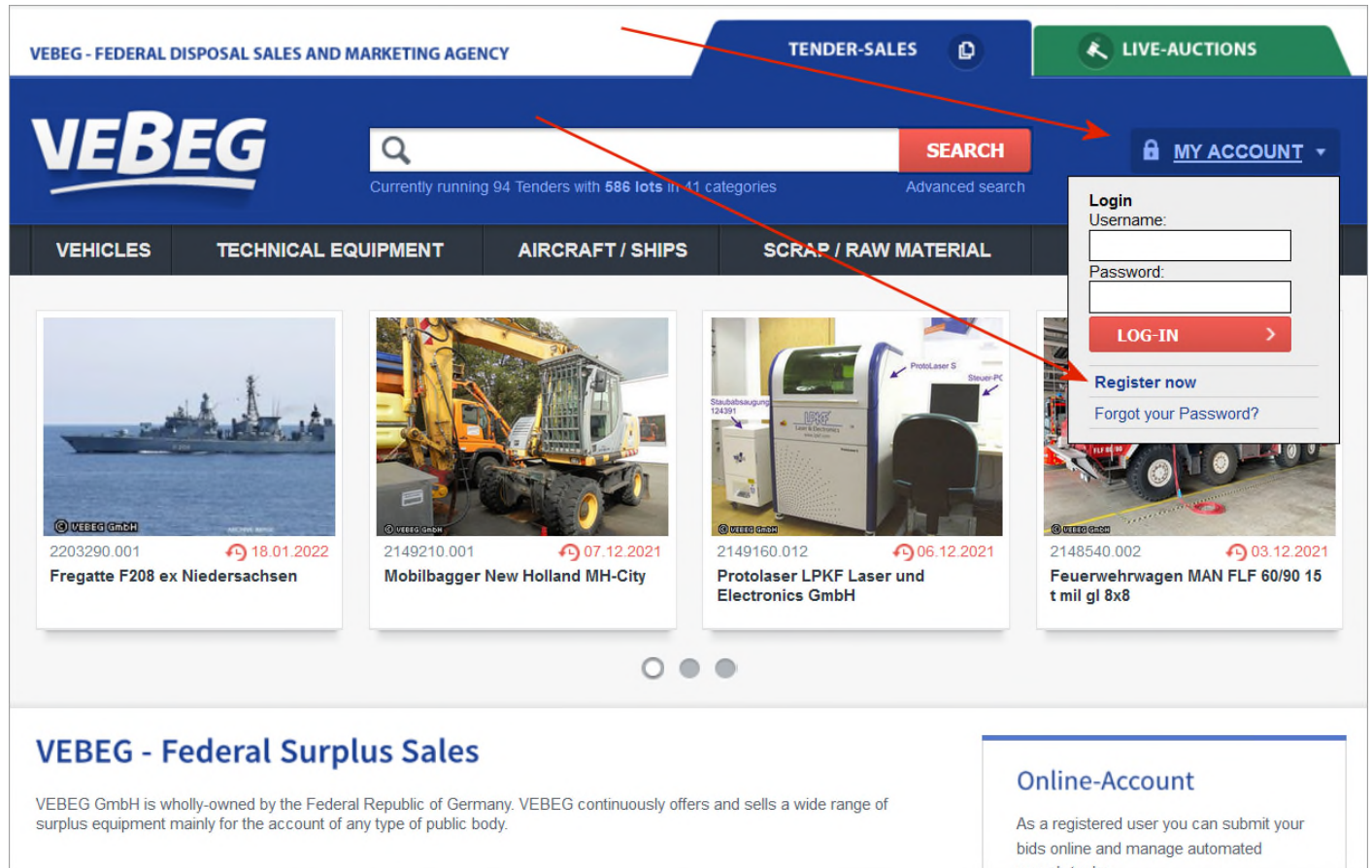# How to register on www.vebeg.de
Only entrepreneurs are permitted. Privat individuals cannot register or place bids.

Open "MY ACCOUNT" and click "Register now".

To confirm your entrepreneurial status, please click "I act as an entrepreneur" and continue to follow the menu

Next step »

Please fill in all fields marked with "*". Your username and password are freely selectable and should consist of numbers, letters and special characters for security. Please make a note of your username and password.

E-Mail-Address

E-Mail*:		
E-Mail-Confirm*:		(please confirm your E-Mail here)

Choose a Username and Password

Username*:		(7-40 characters)
Password*:		(4-20 characters)
Password-Confirmation*:		(please confirm your Password here)

Your Profile Information

		Example entrepreneur	Example public institution
Company name*:		Schröder GmbH	Stadt Frankfurt am Main
Company name (line 2):		Herrn Bernd Schlau	Stadtbücherei
Company name (line 3):		Gebäude 3 A	Sachgebiet 263
Company name (line 4):		Abteilung 3 RT/II	
Street address*:		Residential or commercial street address only (Military not accepted)	
Postal code*:			
City*:			
Country*:	Germany		
Phone*:			
Fax:			
Mobile-phone:			
EU VAT-Ident-No.*:			
	(or)		
TAX ID No.*:			

Invoicing:

Invoicing:	via download and regular mail

Different postal address

☐ Specify a different postal address
If you would like to have postal correspondence sent to a different address please enter it here:

Declaration of consent according to Art. 6 (1) a) EU General Data Protection Regulation (DSGVO)

☐ **Declaration of consent according to Art. 6 (1) a) EU General Data Protection Regulation (DSGVO)***
I agree to the processing and use of my personal data (Privacy Policy) for the purpose of connection setup, system security and participation in tenders / live auctions of VEBEG GmbH.

Confirmation and proof of entrepreneurship

○ Entrepreneur
Proof of entrepreneurship has to be provided together with the registration confirmation.

○ Public institution
No proof of entrepreneurship required.

Next step »

Click "Next step".

Now you'll get an overview of the given personal details.

After you have checked your details, please insert the character from the image into the Captcha field and click "OK, save data" and the message "Registration successful" appears.

You will then receive an email at the email address provided here to confirm your registration.
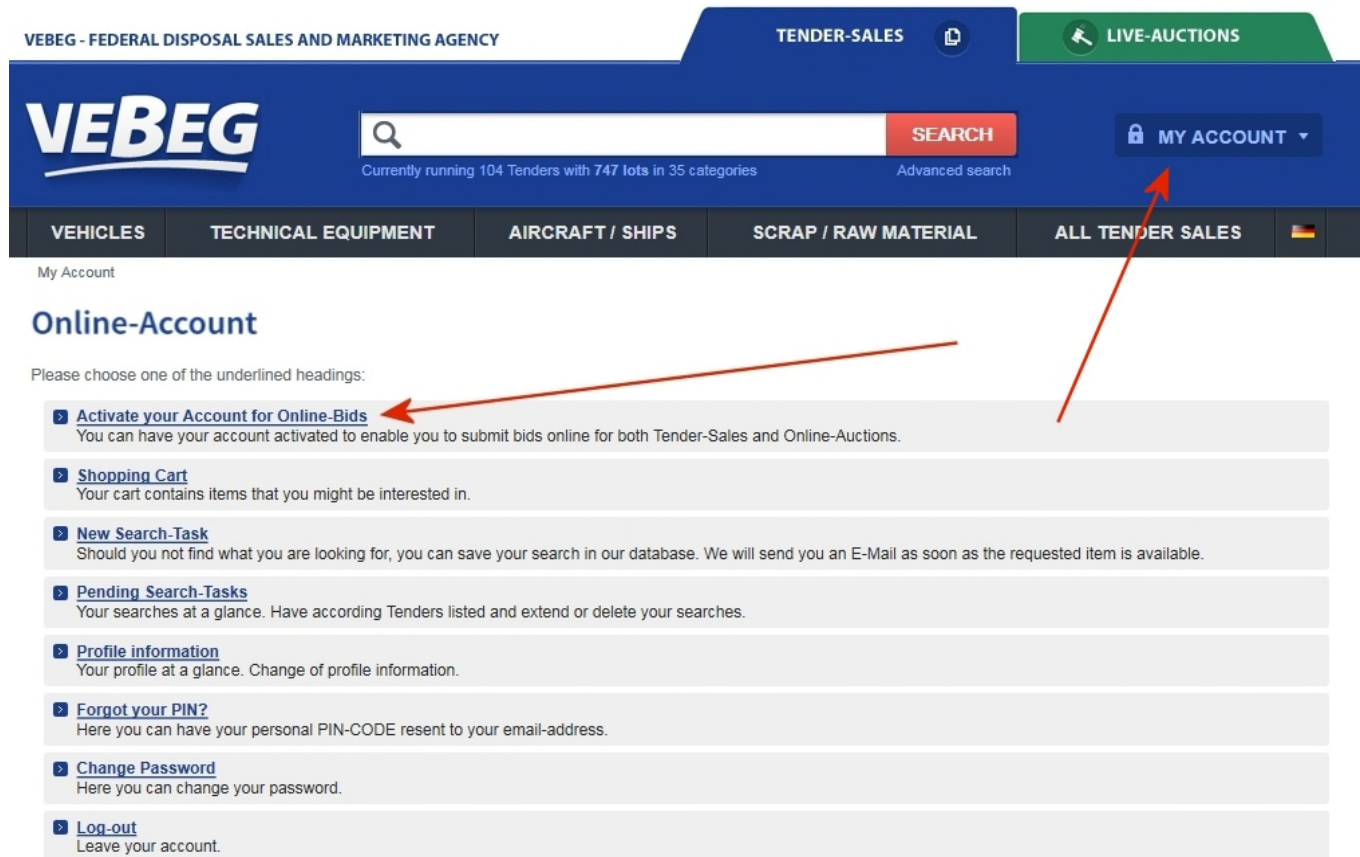If you do not receive our email, please check your spam folder
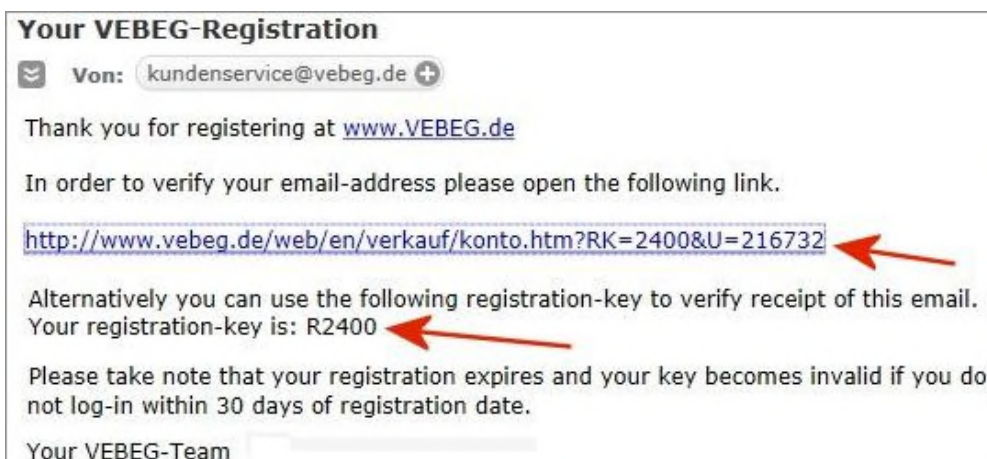
Please open the embedded link.
Alternatively, you may manually register with the submitted registration key. Please log in via "My account" with your Username and Password. You will then be asked for the submitted registration key.

Your registration is now complete. This is a one-time procedure.

Activation of your account for Online-Bids

After successful registration you can simply log in via "MY ACCOUNT" and your Username and Password. You are now able to save searches, to administer your data or to "Activate your Account for online-bids".

Please check your data and click "Continue".

You will now automatically receive an email.

This email contains your **Online-Bidding PIN** which you will need later if you want to place bids. Attached are
- Receipt.pdf and Terms.pdf

<div align="center">

email with PIN-CODE   **Receipt**

</div>

Please print and sign the Receipt and return it to VEBEG by email. Please do not forget to enclose a copy of the commercial register excerpt, trade license, chamber entry, etc. together with the confirmation of receipt as proof of your entrepreneurial status.

With receipt and examination of your confirmation and documentation, your account will be activated. As confirmation of registration and activation VEBEG sends a confirming email . This is a one-time procedure.

Now you can place your bids via our websites:

TENDER-SALES: www.vebeg.de/web/en/start/index.htm
LIVE_AUCTIONS: www.vebeg.de/web/de/auktionen/index.htm