

**Step 1:** Click on the Membership Button above

**Step 2:** Enter the username and password you would like to use. Make sure to write down this information as you will use this every time you need to access your business page.

**Step 3:** Select Subscription Type and then click on Submit.

**Step 4:** Enter your Business Name, Your Website URL (if any)

**Step 5:** Upload the logo of your business by clicking on the Browse button. If you do not have a logo on your computer, you can leave this blank

**Step 6:** Select the Category of your business, if you don't see your business category- select Other.

**Step 7:** Select the Promotion type you would like to use on your business page.

**Step 8:** Enter the contact name, this could be name of the owner or manager.

**Step 9:** Enter your business description

**Step 10:** Enter your address information then click NEXT.

**Step 11:** Upload your Store/Business Images. This could be images of your products, store, etc. If you don't have any images on your computer right now, you can skip this step and do it later.

**Step 12:** Upload your promotion type, you can either upload pictures of your promotion or create them by entering the information in the Title and Description Field.

**Step 13:** You will get a message saying that your first promotion was submitted successfully. You can submit up to 3 promotions at one time.

**Step 14:** You can upload or create more promotions or click on PAY NOW to create your store.

**Step 15:** The PAY NOW link will take you directly to Paypal where you can pay through Credit Card or Paypal Account.

**Step 16:** Once you send the payment, your store will be visible under our Business Database for millions to view.