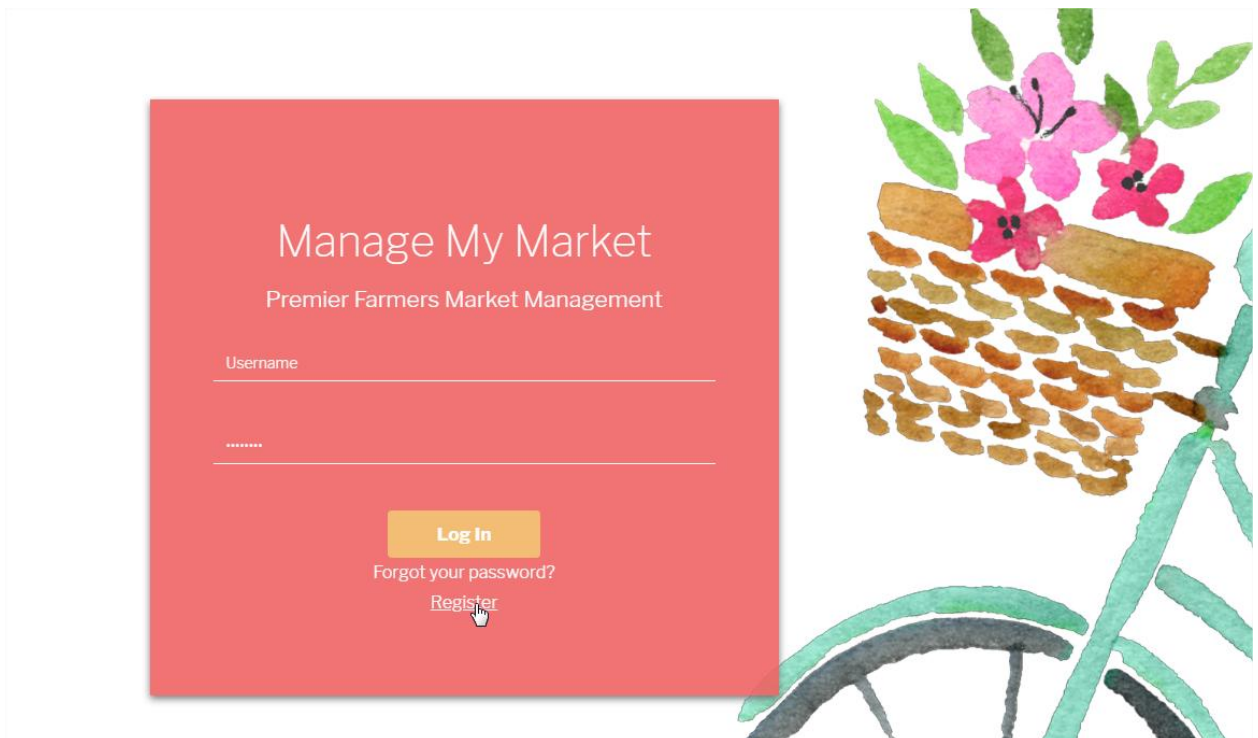


How to create a profile and apply to a market in managemymarket.com

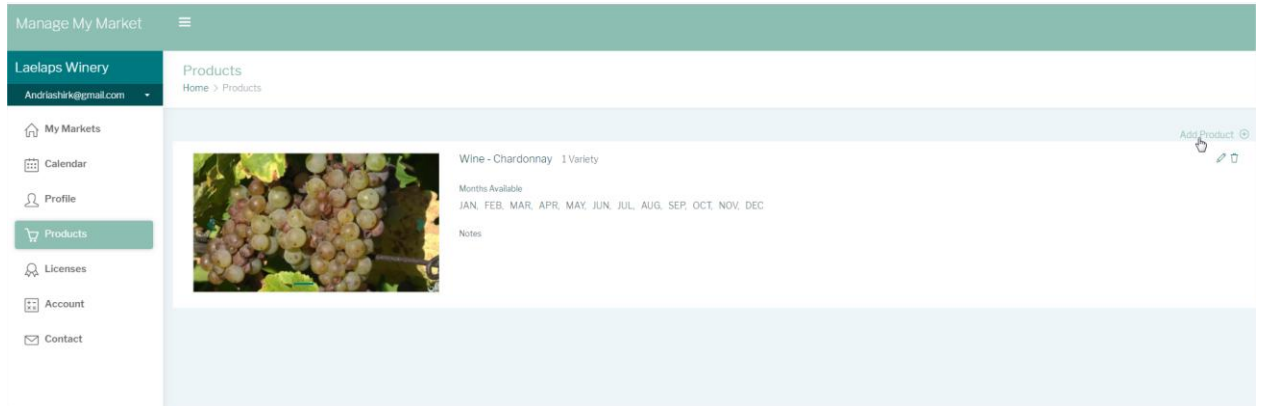
The process of the vendor application is simple. **Create a profile→add your products→ apply to market(s)**. The primary advantage of our **vendor profile** is that you fill it out only once, and then use it repeatedly to apply to different markets from year to year.

1. If you are a **new vendor** applying to a market, click on **Register** to get started. The program will ask you if you are a vendor or manager - **select vendor!**

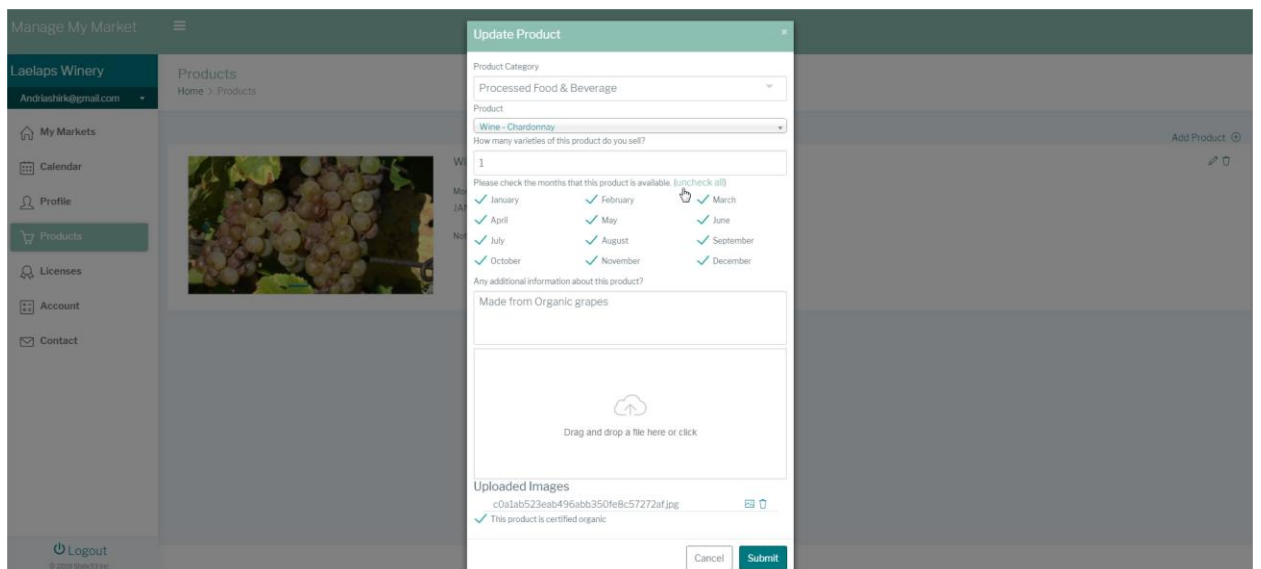
If you are a **returning vendor** simply log into your existing account and click on **Apply to a market-->**select the market of your choice, answer the market's questions-->submit application.



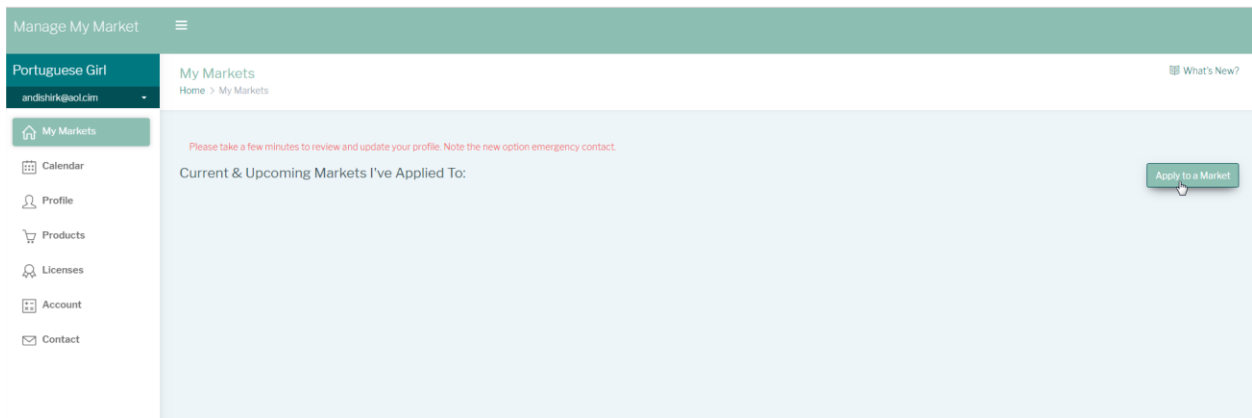
2. For **new vendors**, after you complete the profile pages you will be prompted to add your products. Click on **Add products** and select your product(s) from the drop down menu.



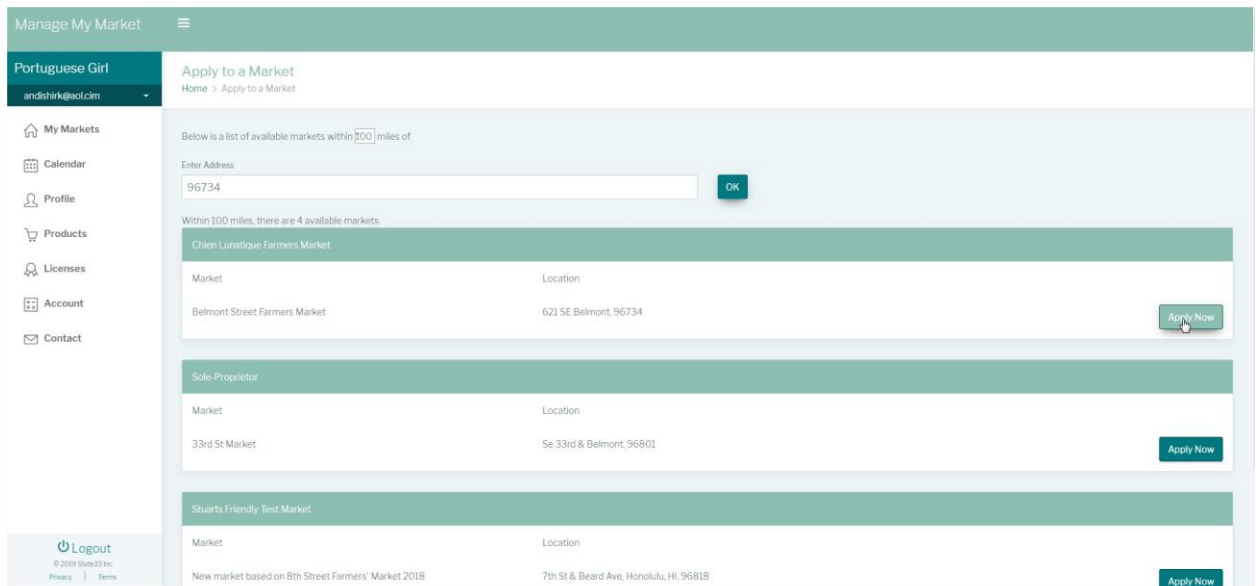
Here you can also upload multiple product photos and give more details of your product(s) and the monthly availability.



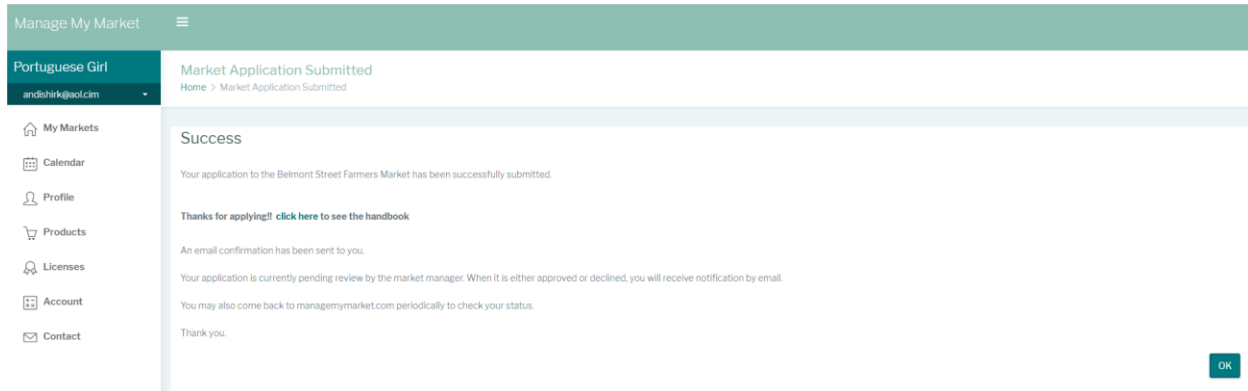
3. After you add your product(s) you will be directed to your **My Markets** page. Here, you will click on **Apply to a Market** which will take you to a listing of all the markets within 100 miles of your zip code.



Select the market for which you wish to apply, by clicking on **Apply now**. Answer the market's questions and **submit your application**.



If you have submitted your application correctly you be taken to the page below and will receive a confirmation email.



***You may update your profile/products at anytime in your profile which will update in real time in all the markets you have applied to.**