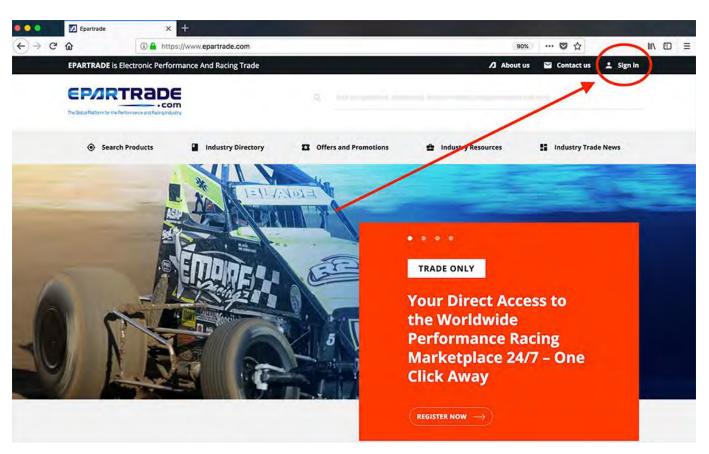
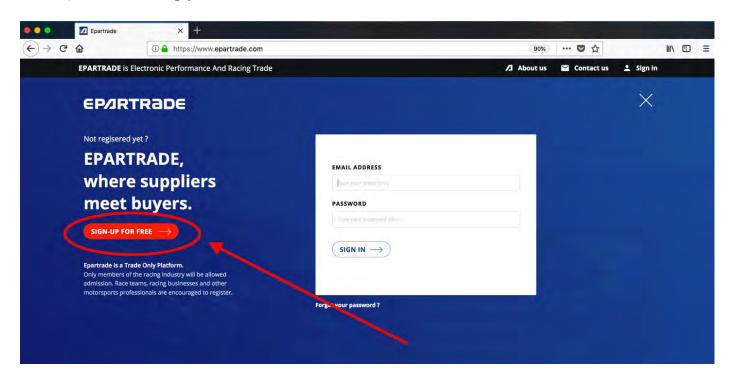
EPARTRADE SUPPLIER MANUAL - USER

PART 1: SIGNING UP

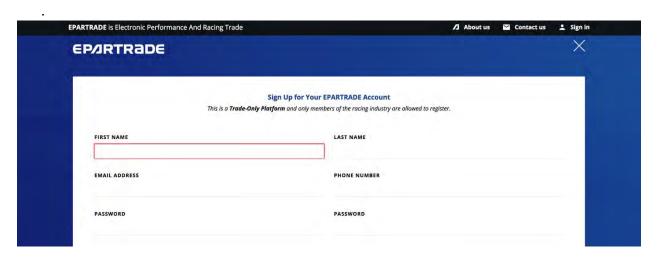
- 1.1) First, go to our website (https://www.epartrade.com/). You'll arrive at our home page. In the upper right-hand corner there is a button that reads: SIGN IN. Click this button.



- 1.2) This will bring you to the SIGN IN/SIGN UP PAGE. Please click the SIGN UP FOR FREE button.



- 1.3) You will be prompted to enter your information (first name, last name, email, etc.) and create a password for your account.



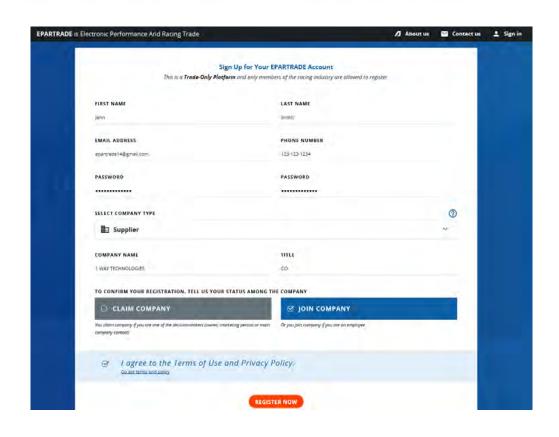
- 1.4) At the bottom of this page, under SELECT COMPANY TYPE, please select Supplier.



- 1.5) Next, enter the name of the company you are a member of. Many of the companies in the racing industry are already in the system and will show up in a drop-down menu.



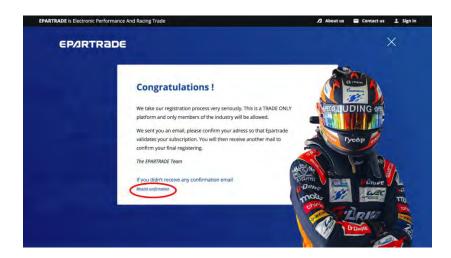
- 1.6) Next to the company name, enter your job title. Then click JOIN COMPANY and I AGREE TO THE TERMS OF USE AND PRIVACY POLICY. Finally, click REGISTER NOW.



- 1.7) Now, check your email inbox. You will receive an email to verify your email address. PLEASE CHECK YOUR SPAM FOLDER IF IT DOES NOT APPEAR IN YOUR INBOX.



- 1.8) If you did not receive the email, you can click RESEND CONFIRMATION on the EPARTRADE page.



- 1.9) Once your email is verified, you will receive another email stating that an EPARTRADE administrator will verify your identification (being a trade-only platform, this is the process everyone must go through.)

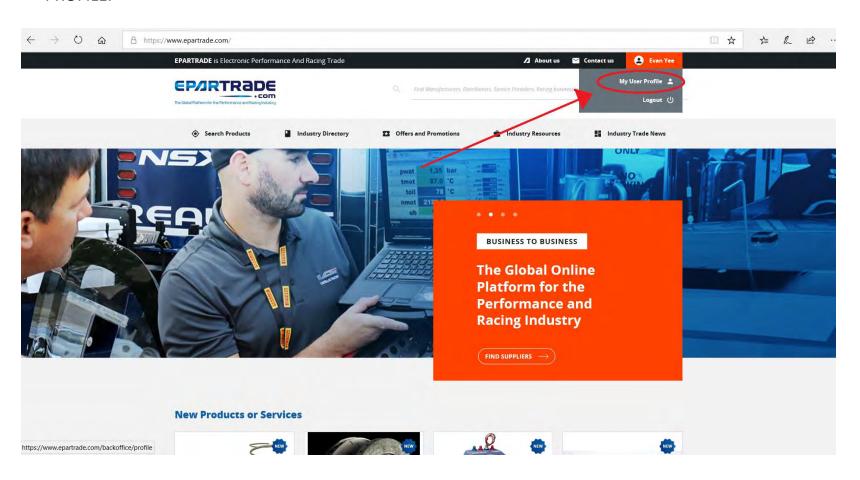


 1.10) After this review has been successfully completed, you will receive another email explaining that your account has been verified. Now you can sign in to the main site! Please make sure you save your password.

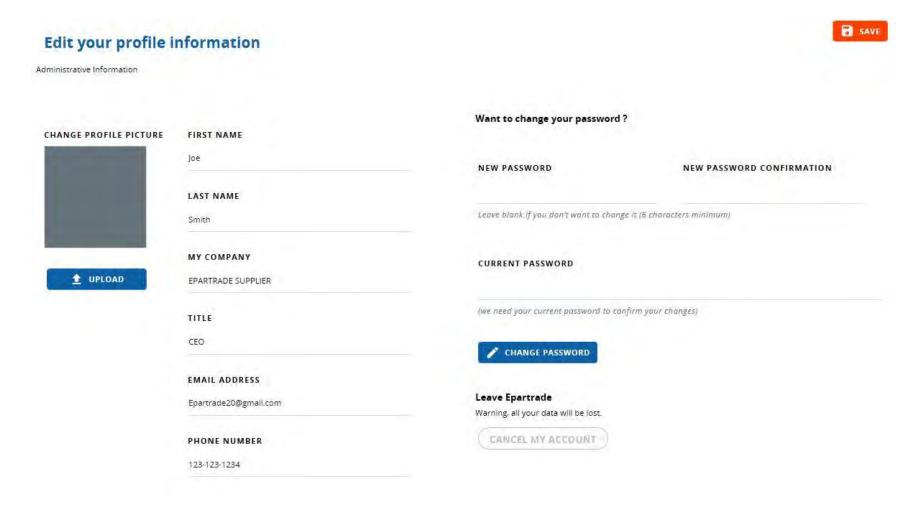


PART 2: CUSTOMIZING YOUR USER PROFILE

- 2.1) To customize your user profile, hover over your name in the top right corner and click on MY USER PROFILE.

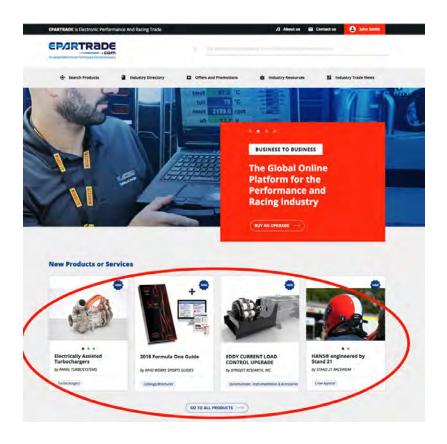


- 2.2) On this page, you can upload a profile picture and change your name, job title, email and phone number. On the right side, you can change your password or cancel your account if the need arises. Make sure you click SAVE if you update any information.

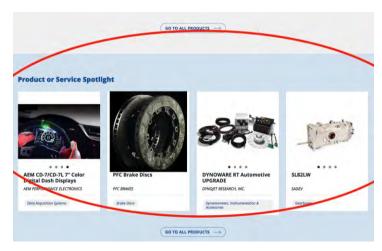


PART 3: EPARTRADE HOME PAGE

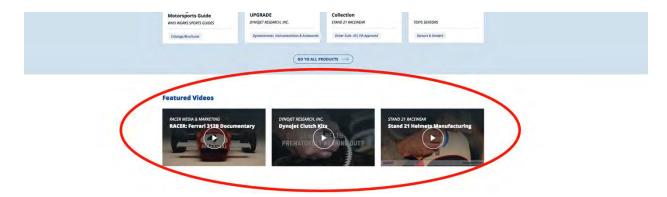
- 3.1) Let's take a tour of the home page. If you scroll down, the first thing you come across is NEW PRODUCTS OR SERVICES. Here you can see just some of the new products and services being offered by companies on EPARTRADE. If you wish to see more, you can click on each product to take you to its individual product page, or you can click the GO TO ALL PRODUCTS button, which will take you to the SEARCH PRODUCTS page. (See. 4.3)



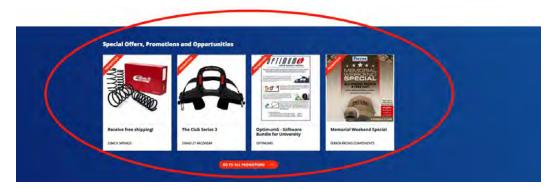
3.2) Continue to scroll down the home page and you will see PRODUCT OR SERVICE SPOTLIGHT. These
are the top products or services that companies would like to showcase. Similarly, you can click on each
product individually or click GO TO ALL PRODUCTS, which will take you to the SEARCH PRODUCTS page
(See 4.3)



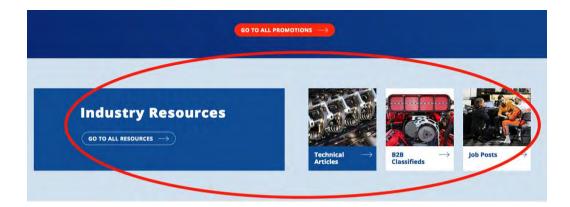
- 3.3) Scroll down even further and you will see FEATURED VIDEOS. These are technical and informational videos from Suppliers that have purchased Upgrades.



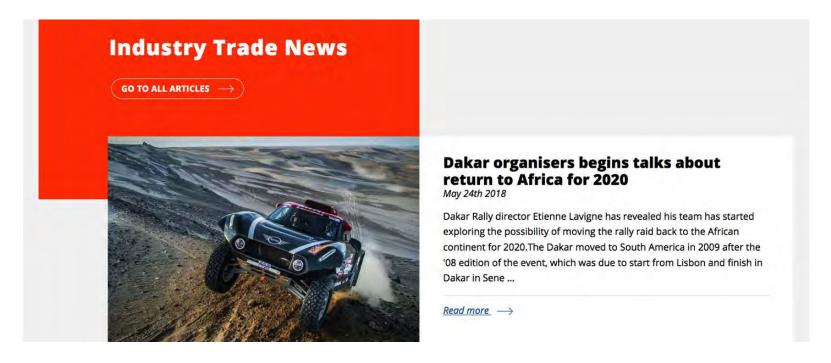
 3.4) Continue to scroll down the home page and you will come to SPECIAL OFFERS, PROMOTIONS AND OPPORTUNITIES, showcasing all the promotions from each company. Again, you can click on each one individually or click the GO TO ALL button to take you to the SPECIAL OFFERS AND PROMOTIONS page. (See 4.10)



- 3.5) Next, you will see INDUSTRY RESOURCES, where you will be able to navigate through Technical Articles, B2B Classifieds, and Job Posts. Clicking on any of these will redirect you to the page coinciding with the button of the same name. (See 4.12)



- 3.6) Last on the home page is INDUSTRY TRADE NEWS where you will be able to learn all you can about the motorsports industry, upcoming events, and more.

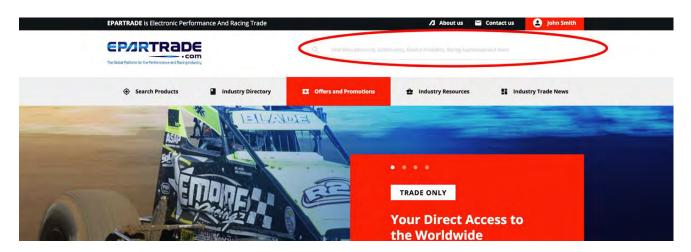


- 3.7) The bottom of the home page offers a directory to the other parts of the website, as well as information such as CONTACT US (See 5.1), ABOUT US and TERMS OF SERVICE.

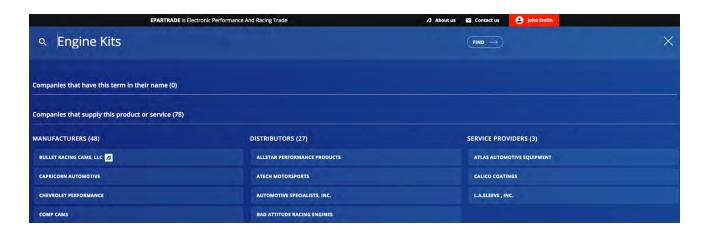


PART 4: NAVIGATING EPARTRADE

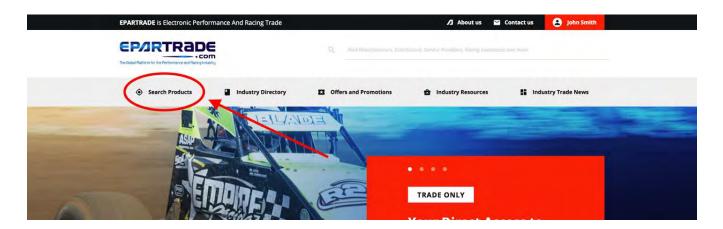
- 4.1) On the upper right corner of the home page, there is a search bar that provides a site-wide search.



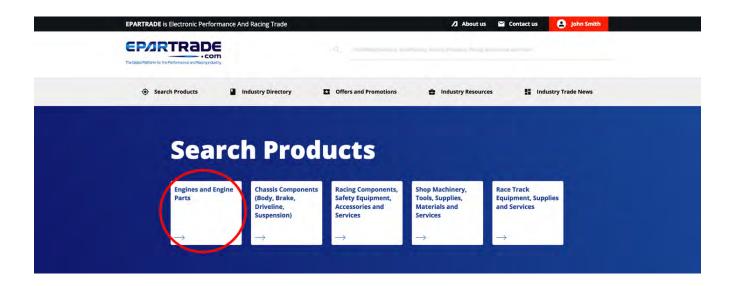
- 4.2) You can search companies that provide a product or service, or companies that have the search term in their name.



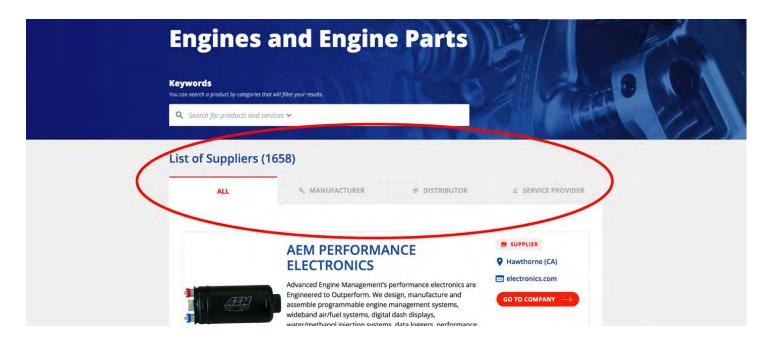
- 4.3) Under the SEARCH PRODUCTS tab, you can choose which category of product you would like to search.



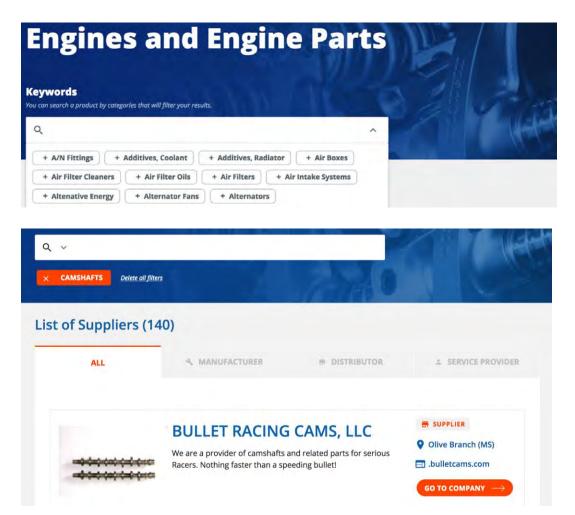
- 4.4) For example, if searching for Engines and Engine Parts, you will be redirected to a SEARCH PRODUCTS page, bringing up all the Suppliers that handle Engines and Engine Parts.



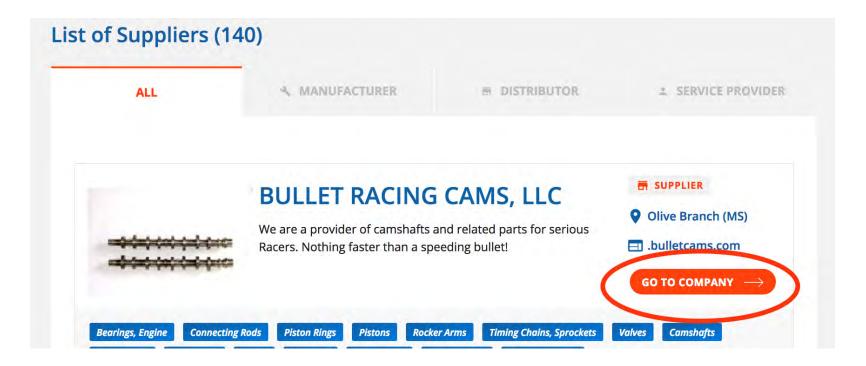
- 4.5) On this page you'll be able to browse through manufacturers, distributors, and service providers within the category you selected.



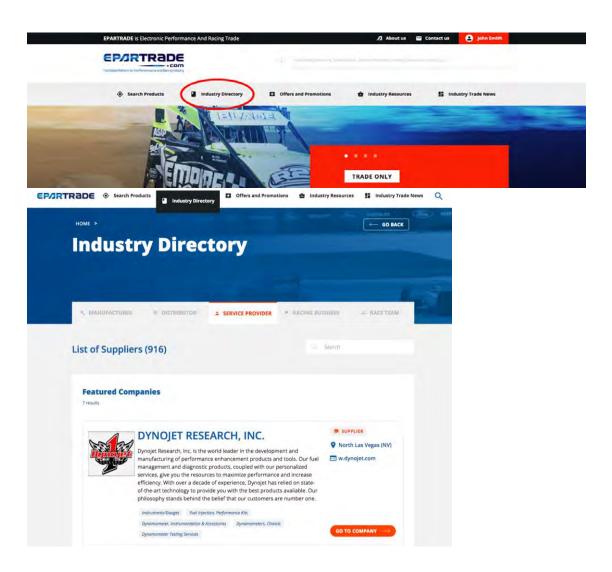
- 4.6) If you are looking for a certain product, use the search bar. You can either type in a name or use the autofill filters that appear. The search bar will lead you to the companies that sell/work on those specific products.



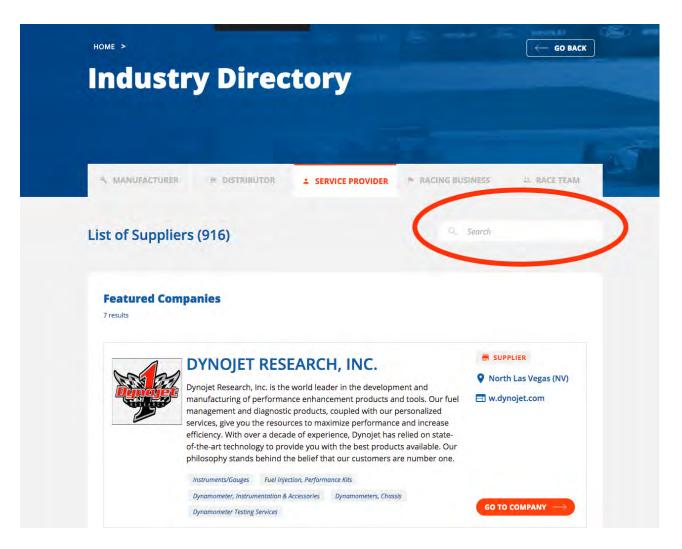
4.7) If you want to find out more information about a company or product, click on the GO TO COMPANY button. Follow this process to navigate the other four tabs of the SEARCH PRODUCTS page.
 NOTE: Companies that have purchased upgrades will be at the top of the list in the searches, while companies that have not yet purchased upgrades will be at the bottom of the list in alphabetical order.



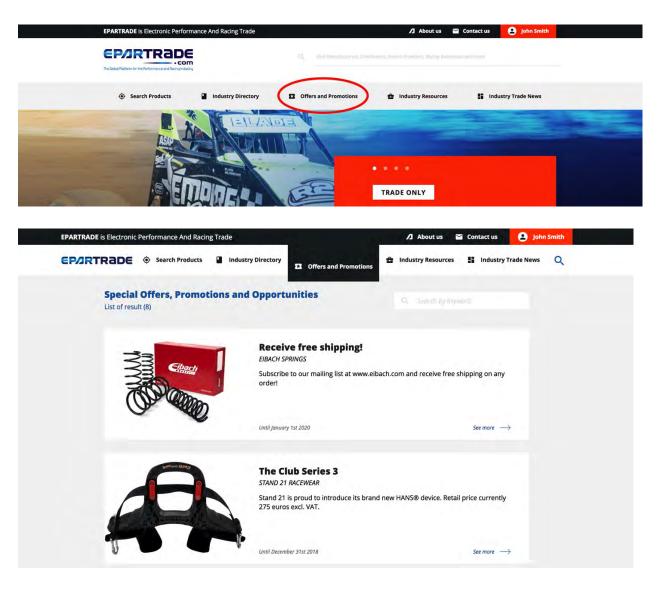
- 4.8) The next category on the home page is the INDUSTRY DIRECTORY, which lists all of the different companies (manufacturers, service providers, distributors) on the site, as well as racing businesses and race teams.



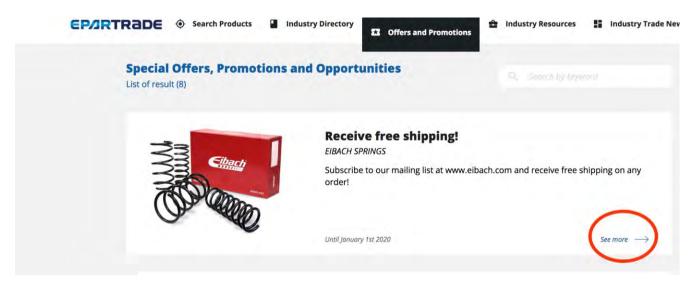
- 4.9) Additionally, you can use the search bar at the top of the page to search businesses. Note: You will not be able to see individual racing businesses or racing teams if your Admin has not yet purchased an Upgrade.

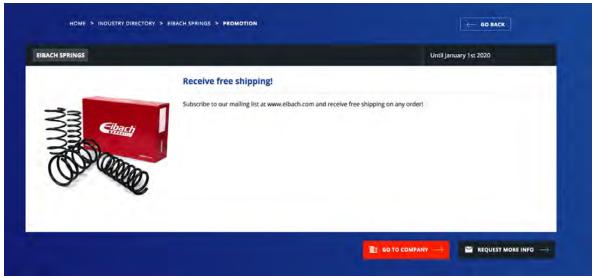


- 4.10) The next page is SPECIAL OFFERS AND PROMOTIONS, which will take you to limited time offers, promotions and opportunities being offered by companies on EPARTRADE.

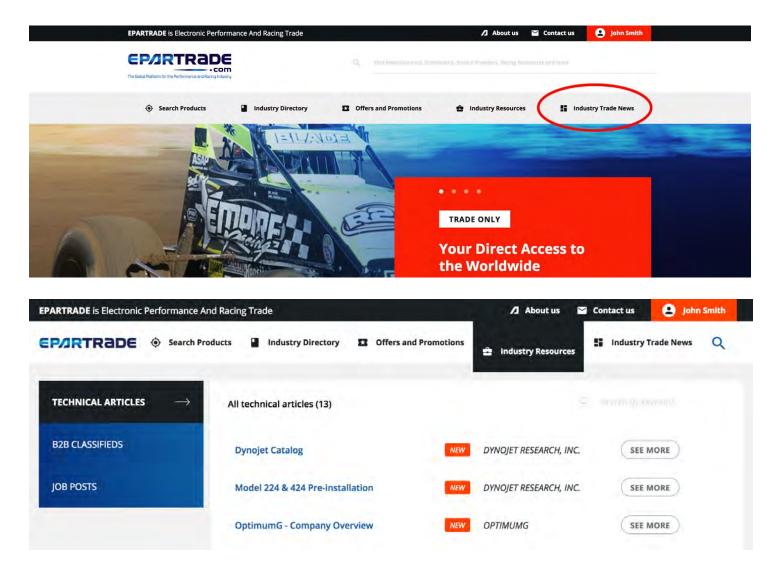


- 4.11) To see more about each promotion, click the SEE MORE button to go to the promotion's individual page.

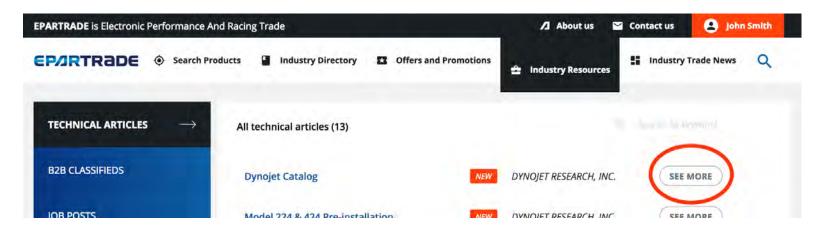


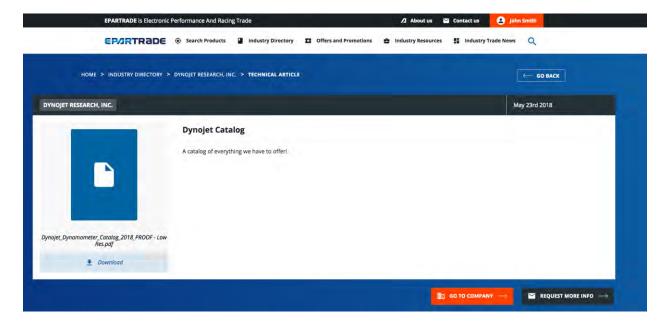


 4.12) Under the INDUSTRY RESOURCES category, you will find Technical Articles, B2B Classifieds and Job Posts.

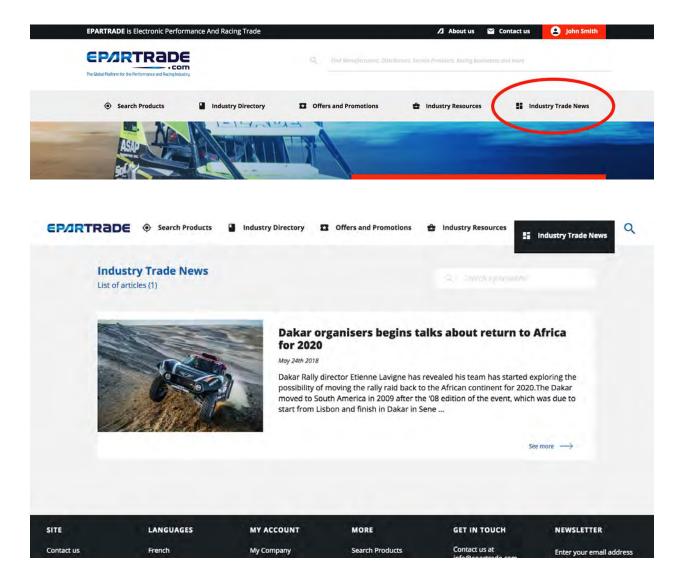


- 4.13) To find more information on any specific item you can click the SEE MORE button to take you to its individual page.





- 4.14) Last is INDUSTRY TRADE NEWS, where you will get all the information you need about upcoming events, trade shows and more.

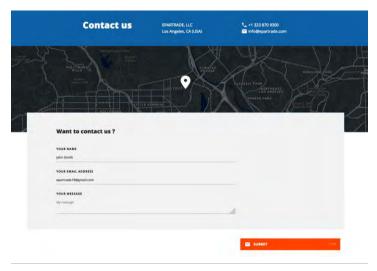


PART 5: CONTACT US

- 5.1) Should you have the need to get in touch with the EPARTRADE team, the CONTACT US page can be accessed at the bottom of the page.



- 5.2) Feel free to contact us at any time with any questions you might have, and we'll be happy to answer them!



Thank you for joining for EPARTRADE!