



Manual

How to sign up  
to the

amavat Portal

# Prerequisite

You should receive the following email with the invitation to the amavat Portal:

amavat Portal User Invitation Inbox x Print Image

 **amavat Outbound Service** <noreply@amavat.eu> Mar 1 (12 days ago) Star Reply Dropdown

to me Dropdown

**amavat<sup>+</sup>®**

Welcome to amavat Portal!

Here are the necessary steps to get the access to your customer data:

1. Go to <https://amavat.eu> and click "Sign In".
2. On the Sign In page, click "Sign Up" link.
3. Validate your email (it will be your login to amavat Portal) and fill in required fields.
4. After successful registration you will see "Customer Portal" link. Please click on it.
5. You will see message saying that you have no access yet. Please click on "click here to activate your account".
6. Please copy the following activation key: **OSXANgGs0HrRgRM3XKE9KT2U** and paste it into Invitation Key field. Please also fill in Notification Email field with the email address used to deliver this message. When ready - click Activate.
7. You should now see your customer data again! You're good to go!

— amavat Team

# Step 1

Go to amavat website

([amavat.eu](https://amavat.eu))



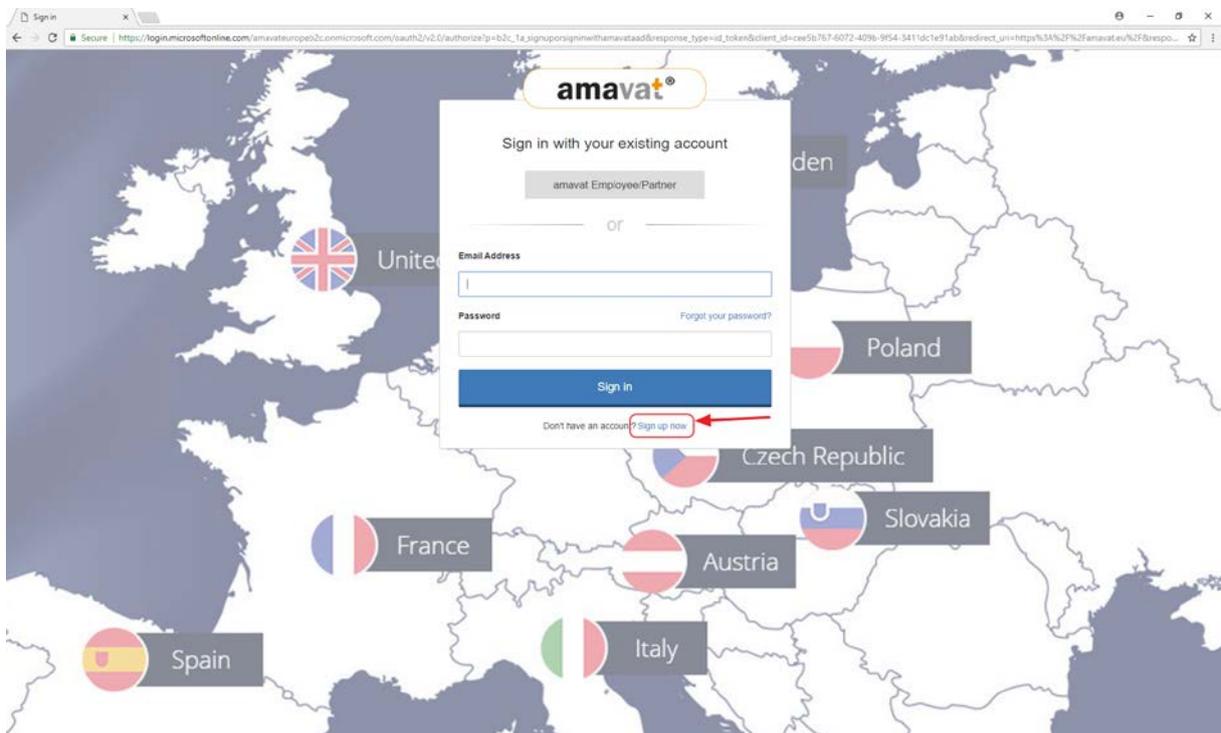
## Step 2

Click "Sign In" button



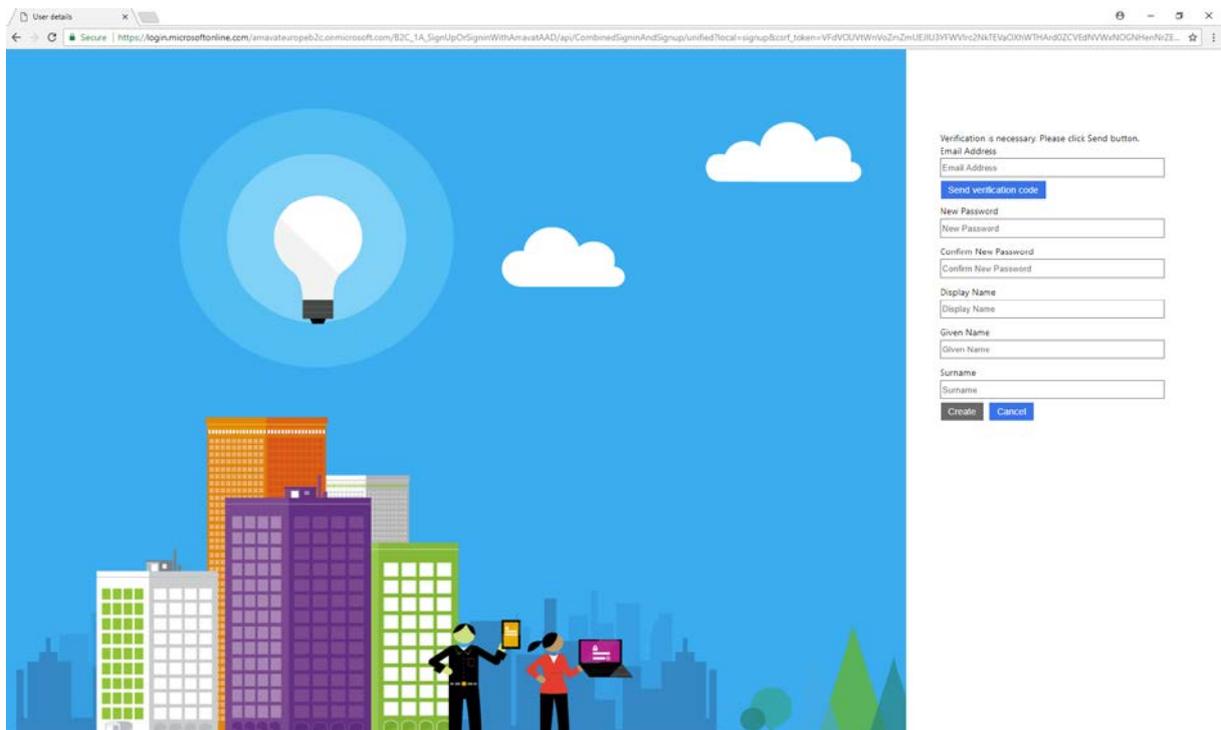
# Step 3

Click "Sign Up" link



## Step 4

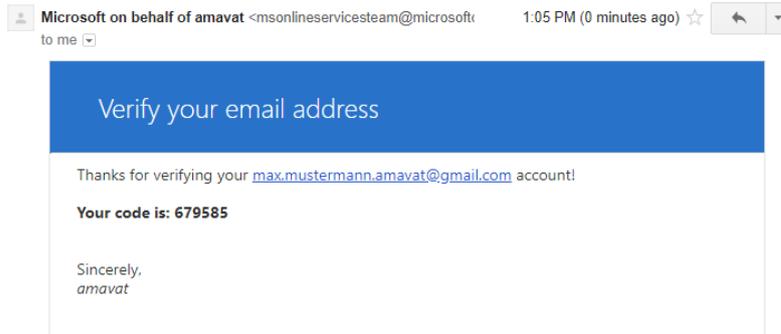
complete Sign Up process



1. Fill in the Email Address field and click on **“Send verification code”** button to verify your email address.



You will receive an email with the verification code looking like the following example:



2. Verify your Email Address by entering the code to the form like on the picture below and then click "Verify code":

Verification code has been sent to your inbox. Please copy it to the input box below.

Email Address

Verification code

3. You will see the confirmation of Email Address validation and you can continue to fill in the form:

E-mail address verified. You can now continue.

Email Address

New Password

Confirm New Password

Display Name

Given Name

Surname

When all required details will be filled in, please click on "Create" button.

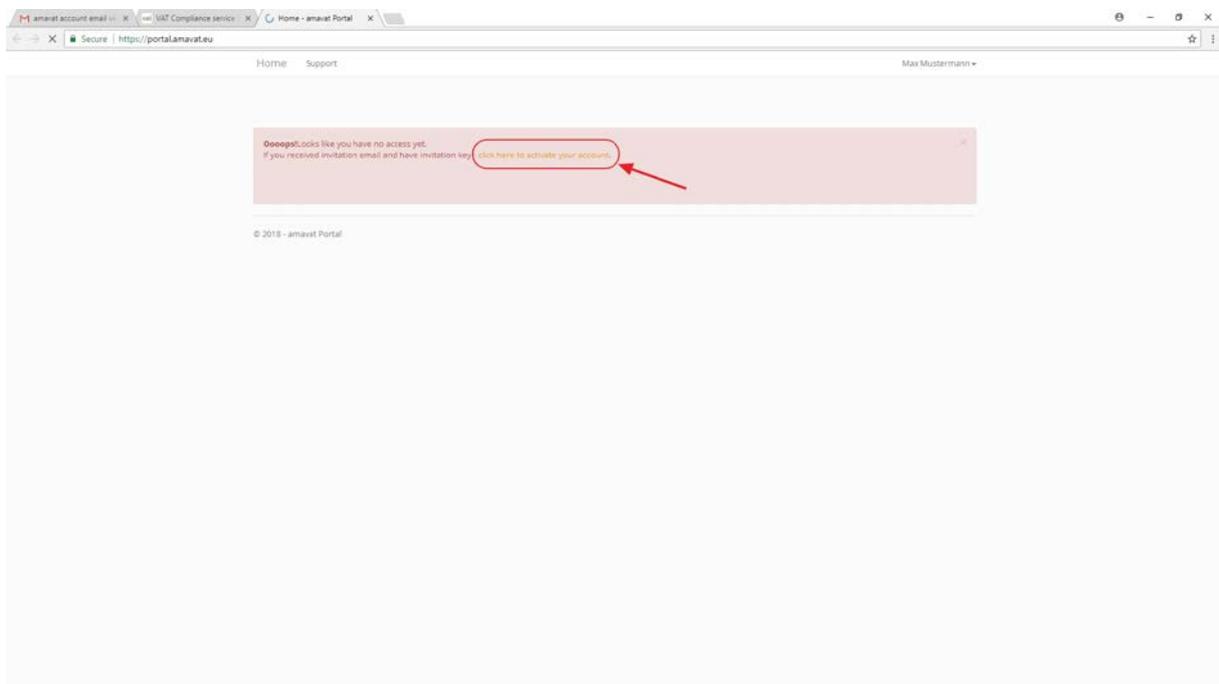
## Step 5

when Sign Up process is complete, click on "Customer Portal" link



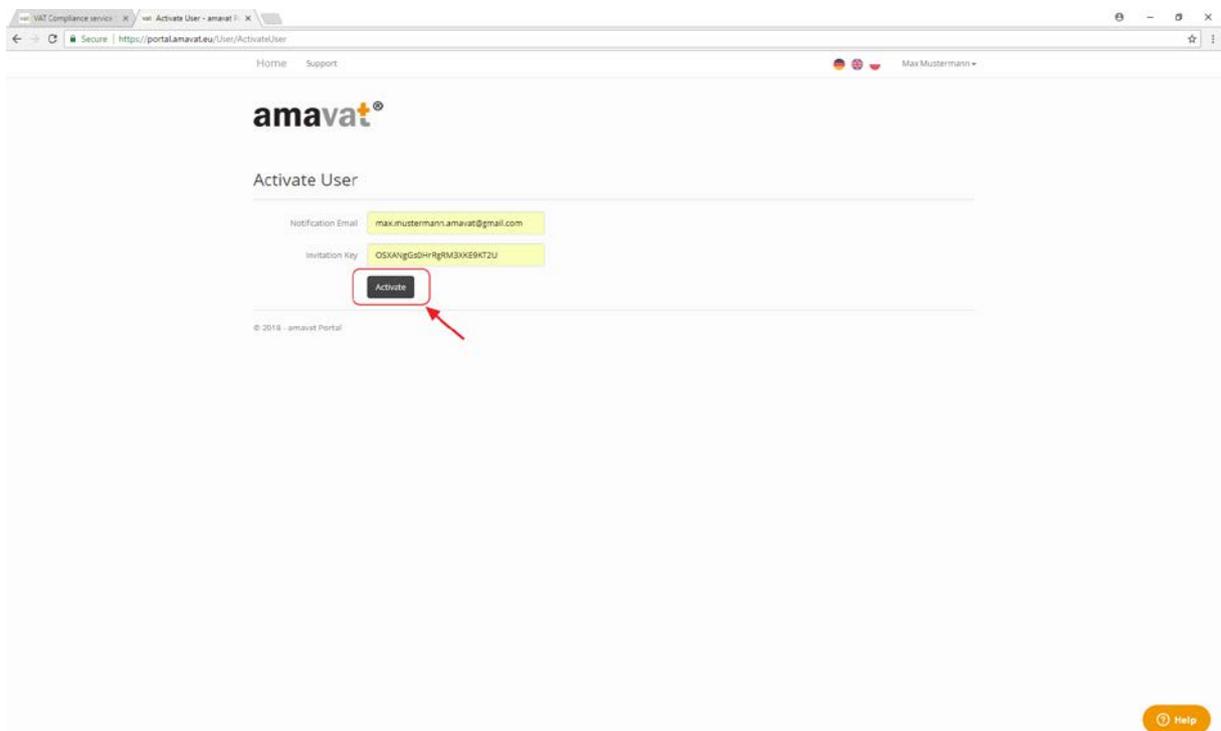
## Step 6

Click on "click here to activate your account"



## Step 7

use invitation details to activate access to amavat Portal



# Congratulations

You're good to go! 😊

