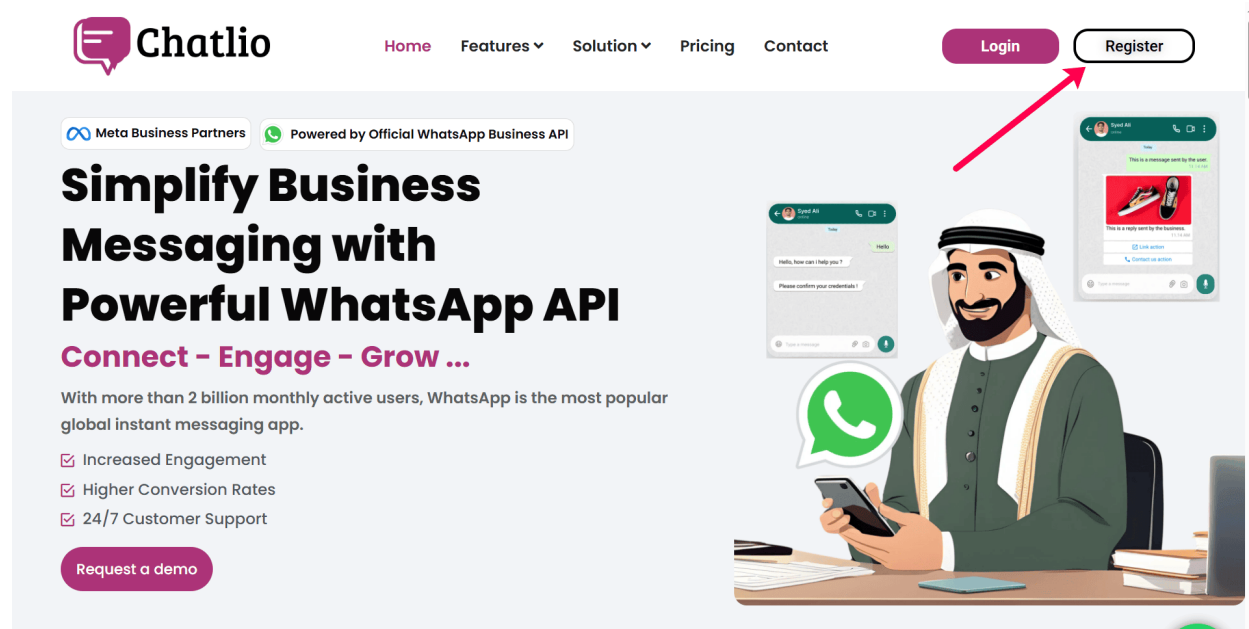


User Guide for Chatlio: How to Register as a User or Vendor

Step 1 :-

Visit our website at <https://chatlio.io>, then click the "Register" button located on the right side of the menu bar.



Step 2 :-

Once you click the "Register" button, the registration form will appear. Kindly fill in all the required fields to complete your registration process. For your reference, please see the screenshot below.

The screenshot shows a registration form titled "Register as Vendor/Company" with a green storefront icon. The form is set against a dark background with white input fields. It includes a "Vendor/Company Name" field, an "Admin User Details" section with a "Username" field (marked as required), and separate fields for "First Name" and "Last Name". There is a "Mobile Number" field with a note: "Mobile number should be with country code without 0 or +". Below that is an "Email" field and a "Password" field (marked as required), followed by a "Confirm Password" field. A green "Create Account" button is at the bottom.

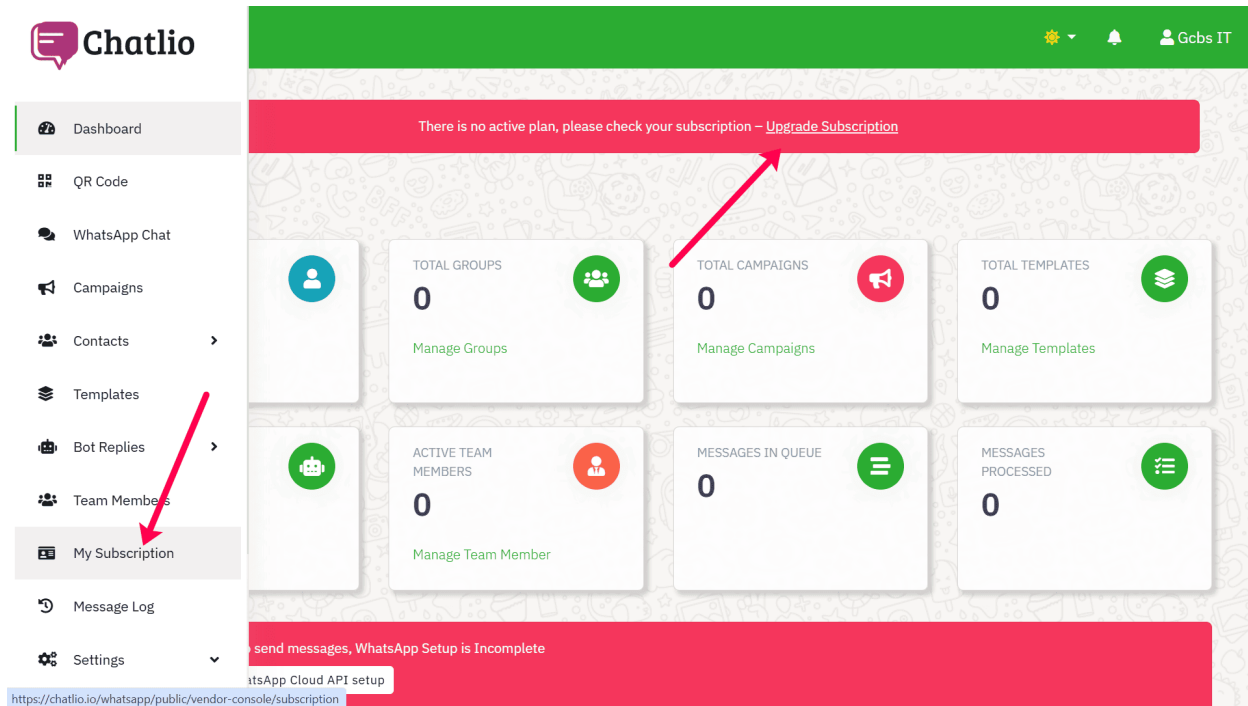
Step 3 :-

Once you complete the registration form, the page will automatically redirect to the login form. Please refer to the screenshot below for your reference. Enter your login credentials there to proceed.

The screenshot shows a login form titled "Account Access" with a green lock icon. It features a "Sing" field (likely for mobile number) with a note: "Mobile number should be with country code without 0 or +". Below it is a password field with masked characters. There are checkboxes for "Remember me" and a link for "Forgot password?". A green "Login" button is positioned below the password field. At the bottom, there is a message: "If you don't have an Account yet? Create One! Its Free!!" and an orange "Create New Account" button.

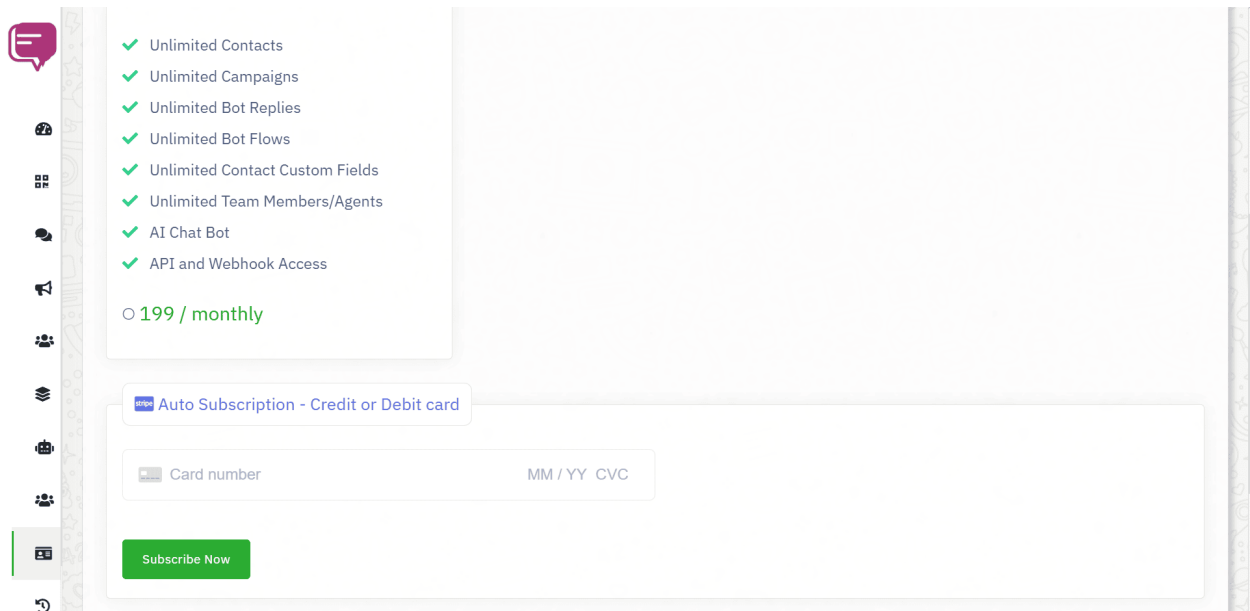
Step 4 :-

Once you log in, you will be taken to your dashboard. There, you need to subscribe to a plan to activate your account.

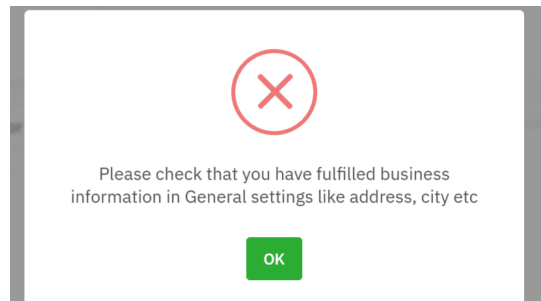


Step 5 :-

Select the amount by choosing the "AED Monthly" option, then scroll down to enter your card details, including the expiry year and CVC number. Once everything is filled in, kindly click the "Subscribe Now" button.



After clicking the "Subscribe Now" button, kindly fill in your business information under the "General Settings" option in the menu bar.



The image shows a web form with two main sections: 'Address & Contact' and 'Other'. On the left side, there is a vertical sidebar with several icons, including a gear icon for settings. The 'Address & Contact' section contains the following fields: 'Address line', 'Postal Code', 'City', 'State', 'Select Country' (a dropdown menu with 'Select Country' as the selected option), 'Business Phone', and 'Contact Email'. The 'Other' section contains two dropdown menus: 'Select Timezone' (with 'UTC' selected) and 'Default Language' (with 'English (System Language)' selected).

Conclusion :-

Kindly follow all the instructions step by step. If you are still facing any issues, feel free to reach out to us at **+971 52 596 6056** or **info@chatlio.com**.