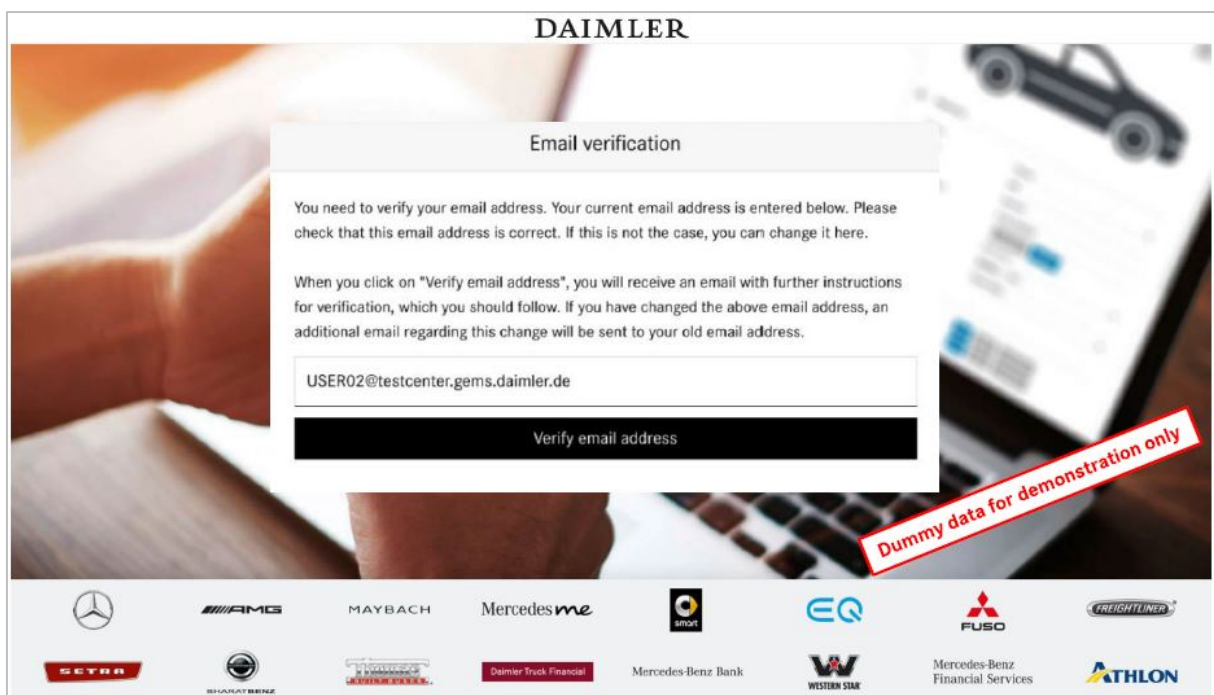


## How do I verify my e-mail address?

For Users with several Supplier Accounts linked to the same E-Mail Address

Steps for Verification of the **Main Account** (= the first account you verify)

- When you log on to the Supplier Portal, you will be redirected to the verification page. On that page you will see the e-mail address that is currently linked to your Supplier Account.
- Check if the e-mail address is correct and change it if needed.
- By clicking on “Verify E-Mail Address” you confirm that your e-mail address is correct and you automatically start the verification process.



**DAIMLER**

**Email verification**

You need to verify your email address. Your current email address is entered below. Please check that this email address is correct. If this is not the case, you can change it here.

When you click on "Verify email address", you will receive an email with further instructions for verification, which you should follow. If you have changed the above email address, an additional email regarding this change will be sent to your old email address.

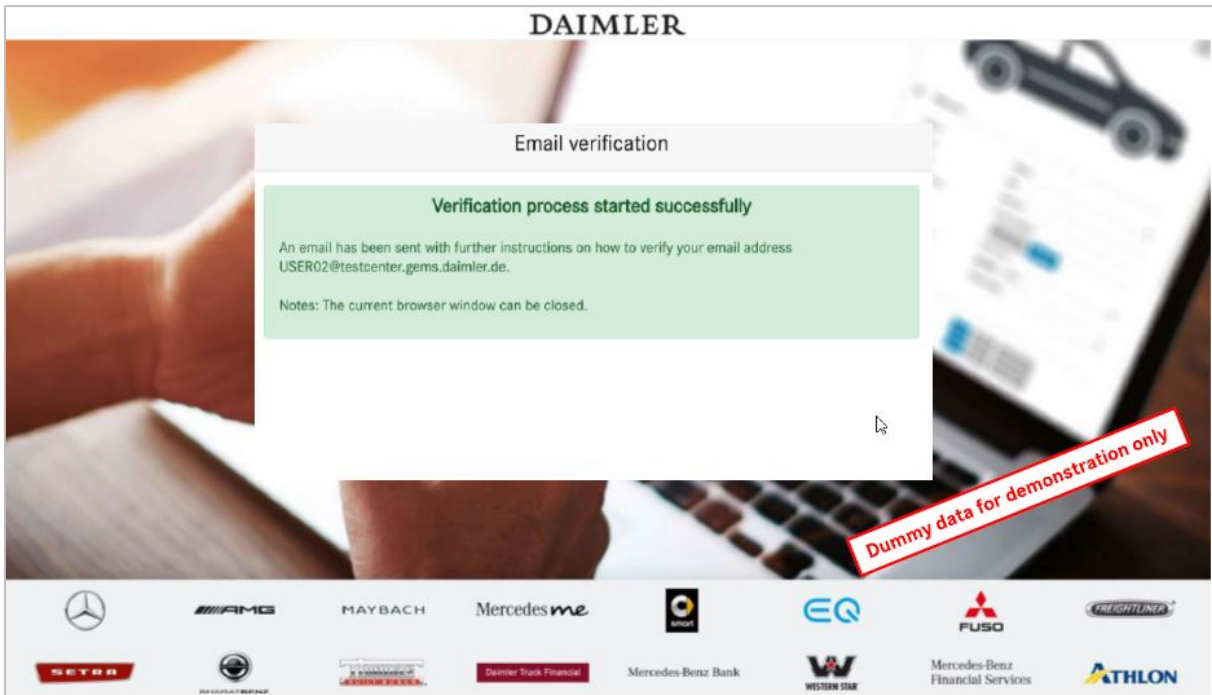
USER02@testcenter.gems.daimler.de

Verify email address

*Dummy data for demonstration only*

Logos in the footer: Mercedes-Benz, AMG, MAYBACH, Mercedes me, smart, EQ, FUSO, FREIGHTLINER, SERRA, SHARAT BENZ, Mercedes-Benz Financial Services, Mercedes-Benz Bank, WESTERN STAR, Mercedes-Benz Financial Services, ATHLON.

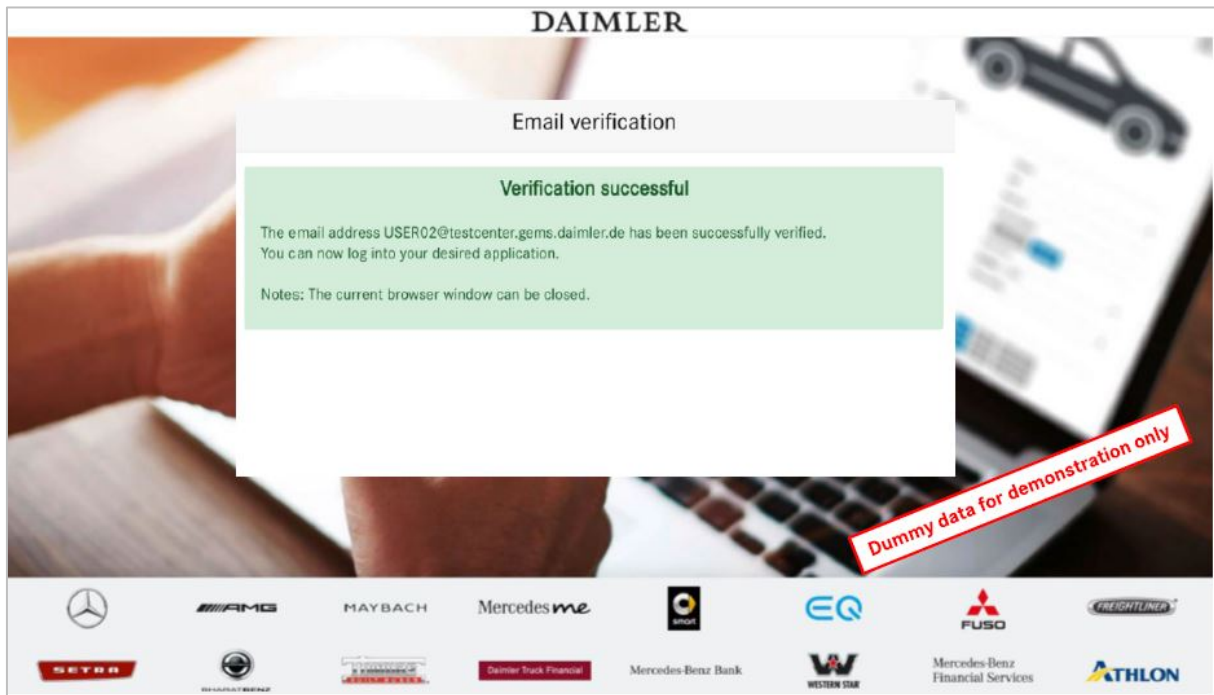
- A confirmation page will be displayed.



- You will receive an e-mail from Daimler to the e-mail address you just verified. This e-mail contains a verification link that you must click within 14 days after receipt of the e-mail in order to finish the verification process.

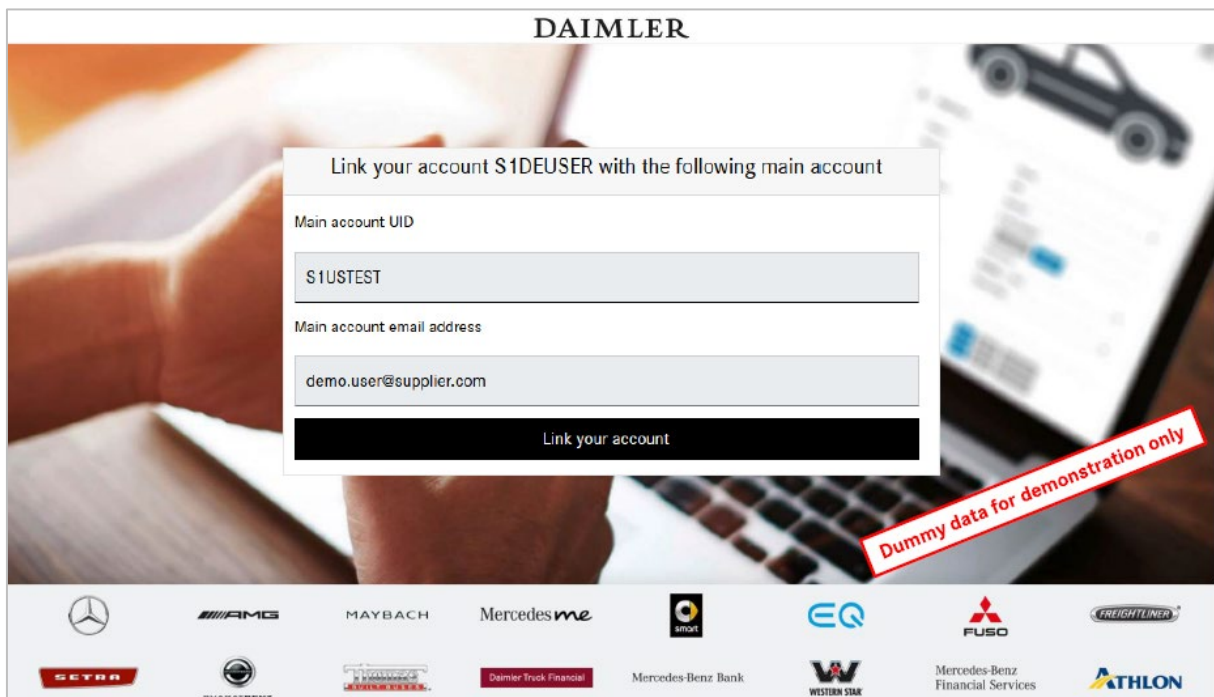


- A confirmation page will inform you of the successful verification.

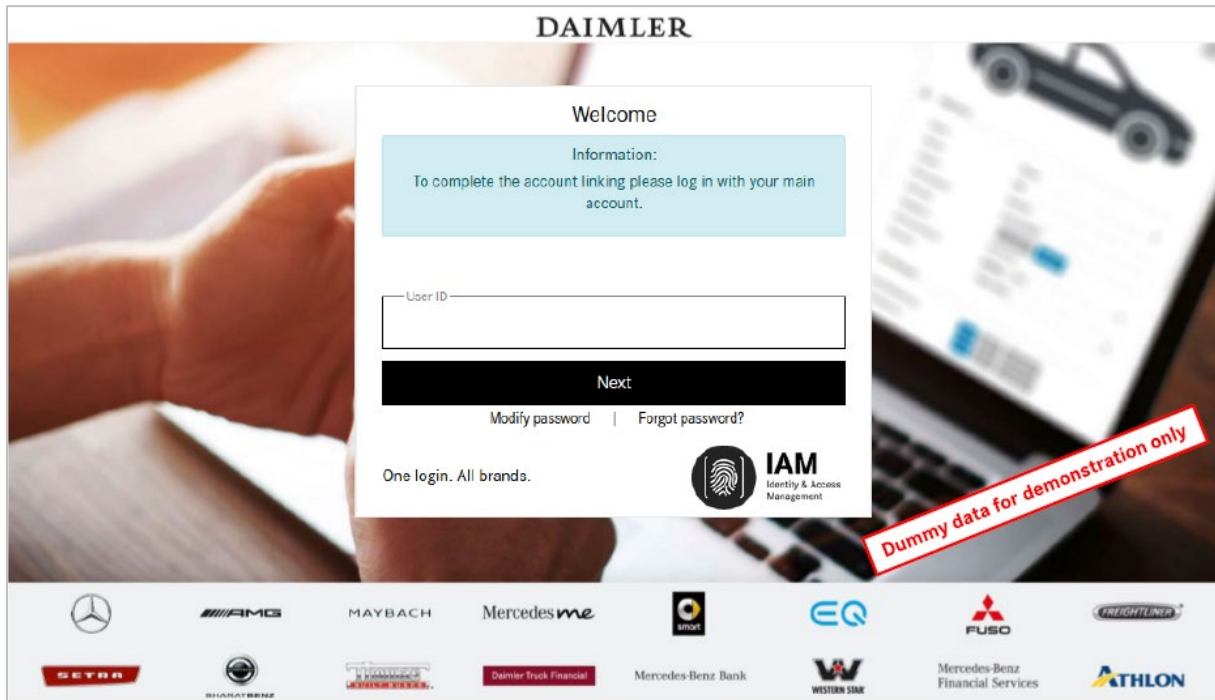


#### Steps for Verification of all other (subordinate) Accounts

- Log on to the Daimler Supplier Portal with one of your subordinate accounts (not the main account). After logon, you will be redirected to the linking page where the data of your main account will be displayed (Supplier ID and e-mail address). You cannot change the e-mail address in this step.
- By clicking on “Link your account” you confirm that you want to link both accounts.



- You will be redirected to the Daimler logon page where you have to log on with the credentials of your **main account** (user id and password).



- After the logon, you will be redirected to the linking page again. A confirmation page informs you that the two accounts have been successfully linked with each other. Both accounts are now verified.

