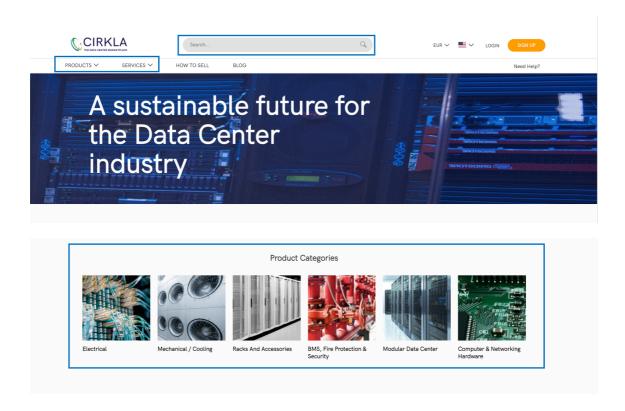
## **BUYER - USER MANUAL**

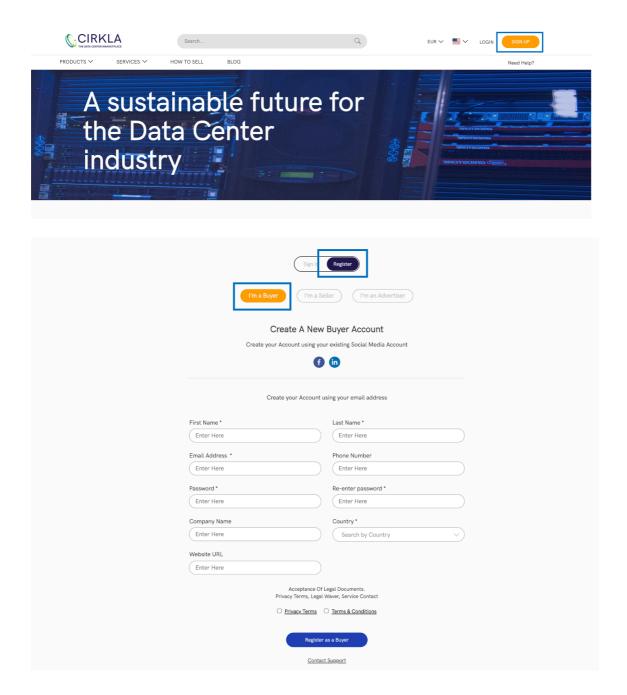
**STEP 1: Search**. Start searching your Data Center needs in CIRKLA - The Data Center Marketplace.

You can use the search bar or search them through the "Product" and "Services" menu.

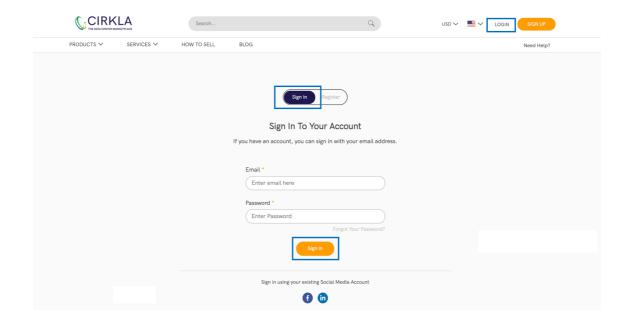


STEP 2: Register. Once you have found the product you were looking for, go to the "Sign up" button and click on "I'm a Buyer".

You will need to fill all the information and accept the legal terms to get registered. You can also use your Social Media accounts in order to make a quicker sign up.

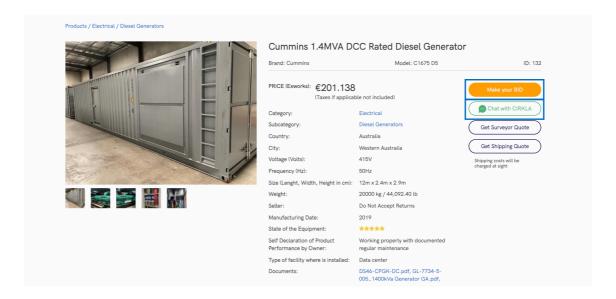


You will receive an email to validate your account, please review your inbox and your spam. If you have any problem, do not hesitate to contact us at <a href="mailto:contact@cirkla.tech">contact@cirkla.tech</a>. Once the account has been validated, you will be able to Login as an the "Buyer".

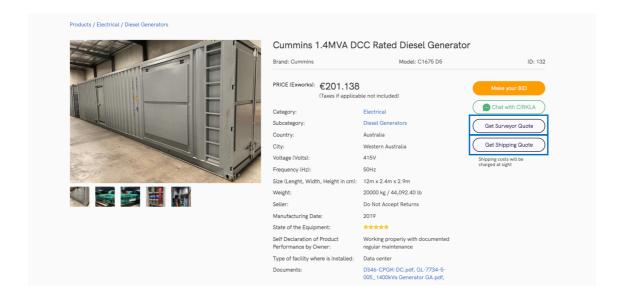


STEP 3: Ask for info (if desired). Once you are registered as a "Buyer" you will be able to search for the products and bid for them through the button "Make your BID" from the product page.

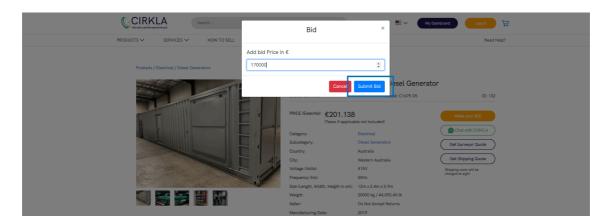
If you want and to chat with CIRKLA regarding some specific doubts of the products or to negotiate you can use the "Chat with CIRKLA" button from the product page.



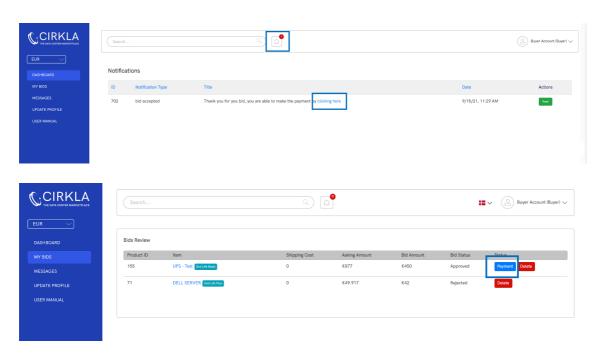
You can also get a quotation for the Shipping costs and a Surveyor quote to verify the product. To do so click on the "Get Surveyor Quote" and/or "Get Shipping Quote". These quotations will be added to the Product Price.



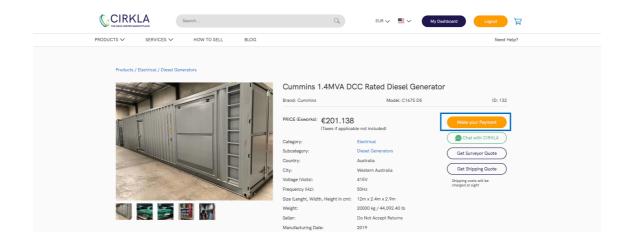
STEP 4: Make a Bid. Once done, the status of the product will change to "Bid submitted".



STEP 5: CIRKLA will talk with the Seller. In case the Seller accepts your bid, CIRKLA will approve it and you will receive a notification in your dashboard. The notification will say: "Thank you for you bid, you are able to make the payment by clicking here". You will also be able to make your payment directly from your Dashboard in the table "Products Review".



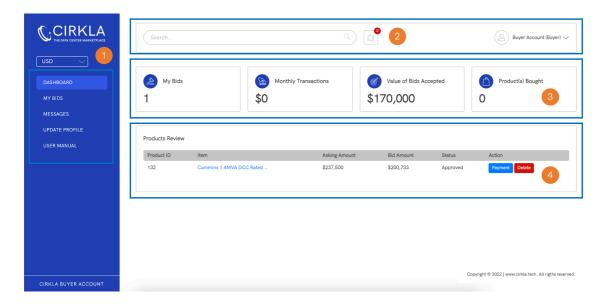
STEP 6: Make your Payment. If you go to the product, you can also do the payment through it using the button "Make your Payment".



There are 3 ways to make a payment: through Paypal, Credit Card and Letter of Credit.

	CIRKLA Sourch	Q EUR ✓ ■ ✓ My Dashboard Logout 💆
	PRODUCTS ✓ SERVICES ✓ HOW TO SELL BLOG	Need Help?
Billing Address		Total Amount To Pay: €170,000
First Name *	Last Name *	
Buyer	Account	Select Payment Method
Email Address *	Phone Number *	O PayPal (Recommended)    Letter of Credit
buyer@yopmail.com	123456789	Card Number *
Country *	Company Name	
Spain	AZ	Expiration Month * Expiration Year * CVV *
Website URL		MM V YYYY V
Enter Here		Garage Paymonts:
Details Address		— <del>—</del>
Test address		I have read and accepted all of the Terms & Conditions
		Place Order
☑ Use Same Address as Shipping		
First Name *	Last Name *	
Buyer	Account	
Email Address *	Phone Number *	
buyer@yopmail.com	123456789	
Country •	Company Name	
Spain	AZ	
Website URL		
Enter Here		
Details Address		
Test address		

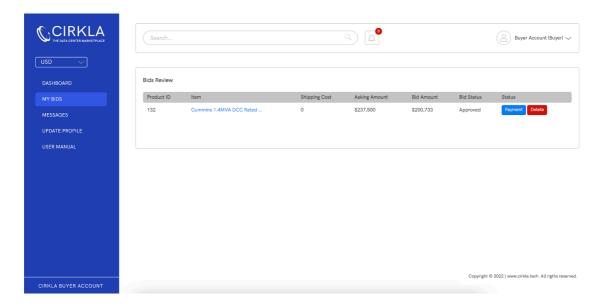
#### Buyer Dashboard



#### "Dashboard" tab:

- 1. **Left Menu:** it contains all pages and functionalities related to the Buyer. By clicking on each tab, you will be able to navigate to that specific page. The top left contains CIRKLA's logo, and the currency drop down (\$/€). Currency is selected automatically based on the country's user.
- 2. **Header Area:** in this area you can navigate to the notifications page by clicking on the notification's icon. The Buyer will be able to search the product in the search bar. In the right side, there is the user information.
- 3. **Statistics of the Buyer:** all data related to the Buyer is displayed in a dashboard. The information available is: My Bids, Monthly Transactions, Value of Bids Accepted and Product(s) Bought.
- 4. Product Review: it shows in a list all products the Buyer has bided for.

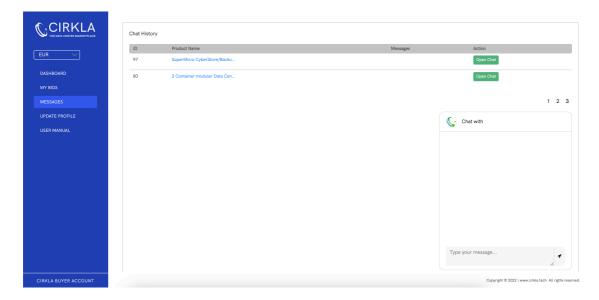
## My Bids



#### "My Bids" tab:

- It is a list that contains the information of the products the Buyer has bided for. This list contains the following fields: Product ID, Item (Product Name), Shipping Cost, Asking Amount, Bid Amount, Bid Status and Status (buttons).
- If the Bid has been approved, the Buyer will be able to pay for that product. The Buyer will be able to delete the Bid.
- The Bid Price can be used as Euro currency. The currency changes depending on an API exchange rate.

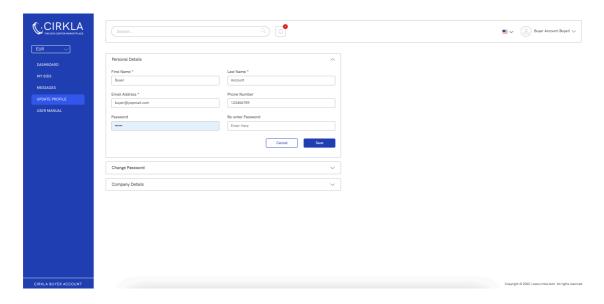
### Messages



## "Messages" tab:

- It displays in a list all the messages the Buyer has had with CIRKLA. It contains some details as the Product ID, Item (Product Name), the last message related to that product and button to open that Chat. The Chat of that particular product will show its history.
- The Buyer can chat with the Broker by opening a conversation through the Bid list or through a Product details page.

# Update Profile



# "Update Profile" tab:

- The Buyer can update and change its profile details from this page.
- Fields that contain a star (\*) are mandatory.