Global Supplier Portal Potential Supplier User Registration



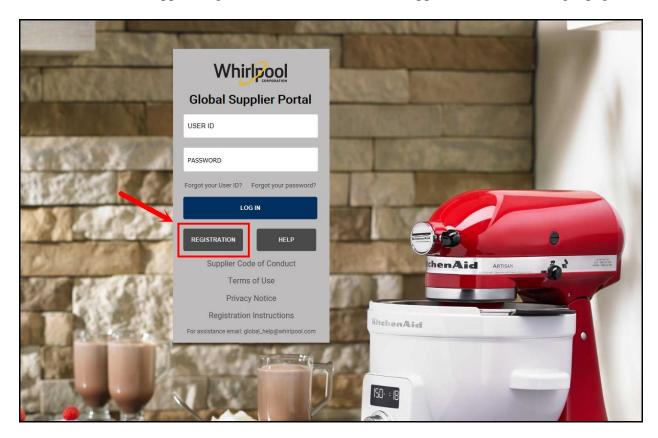
Company Registration

Please add <u>No_Reply@whirlpool.com</u> and <u>no-reply@ivalua.com</u> to your email contacts before beginning the registration process.

For any questions or issues regarding the registration process, please contact: Global Help@whirlpool.com

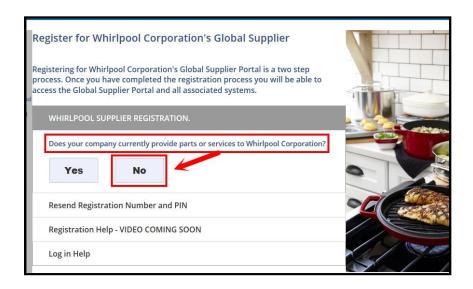
URL: https://suppliers.whirlpool.com/

1. Click on the supplier registration link on the Global Supplier Portal (GSP) Login page:

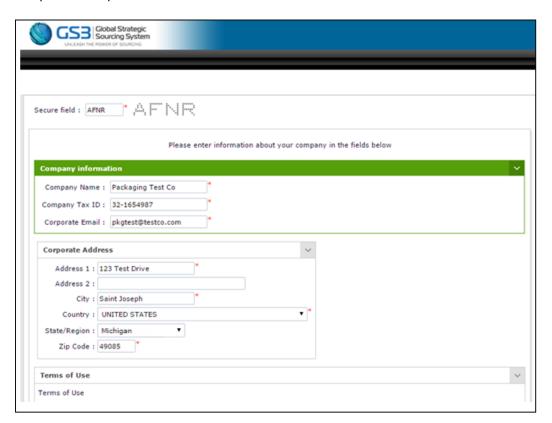


2. The registration process will open in GS3.

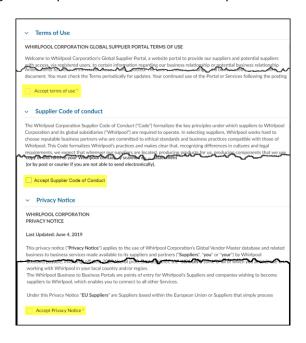
This step determines how you will register. If your company does **not** provide parts or services to Whirlpool, select No and continue the registration process.



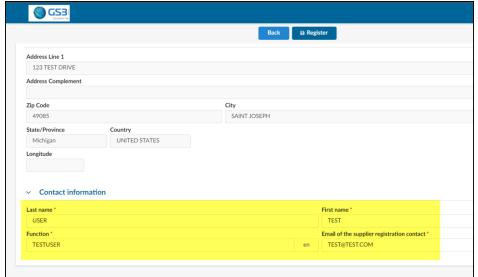
3. Complete all required fields which are noted with a red asterisk.



4. Review the Terms & Conditions, Supplier Code of Conduct and the Privacy Notice and check the 'I Accept' box for each if you agree. NOTE: If the "I Accept" box is not checked for all, you will receive a message stating that mandatory data has not been filled correctly and will not be able to continue the registration process. Click 'Continue' to proceed.



Enter your 'Contact Information' in the fields and click on 'Registration Request'.
NOTE: The registration and PIN IDs will be sent to the email address provided here.

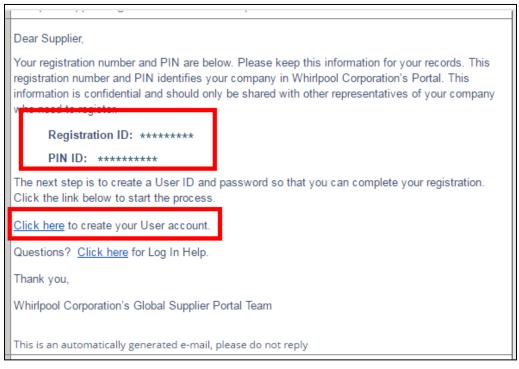


7. View successful company registration confirmation.



8. You will receive an email that will contain your Registration and PIN IDs and a link to continue the registration process by creating your user account.

NOTE: If you do not receive the email, contact: global_help@whirlpool.com

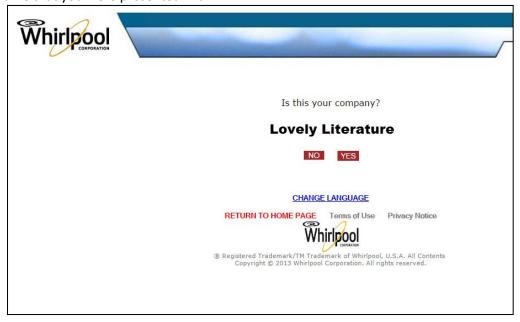


User Registration

1. Follow the link in the email, enter the Registration and PIN IDs/Numbers into the appropriate fields and click 'Continue'.

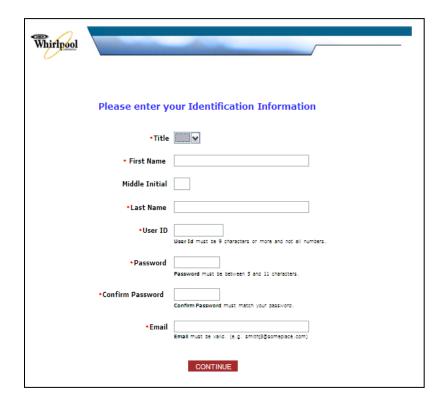


2. If your company name is identified correctly, click 'YES'. If not, click 'NO' and forward the registration and PIN ID email to global_help@whirlpool.com with a screen shot of the company name that you were presented with.



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3. Upon clicking 'YES' on the company confirmation screen, enter your identifying information and click 'Continue'. NOTE: When creating your password, the below rules must be followed to avoid user access issues.



USER ID RULES:

Must be at least 9 characters

Must not be all numbers

Must not contain any form of date, month or year (EXAMPLES: June2015, 30July1987)

PASSWORD RULES:

Must be 8 characters

Must contain 1 number

Must contain 1 upper case letter

Must contain 1 lower case letter

Must not contain any special characters (#\$%&/"!*)

Can not contain any part of the user ID

NOTE: If the password contains any part of the user ID, it will still be created but it will not allow you to access the Whirlpool systems.

4. Review the Terms of Use. If you accept, click the 'I Agree' button to proceed. If you do not accept, please click 'I Do Not Agree' which will result in an error message. NOTE: the registration process will not continue if 'I Do Not Agree' is selected.

Whirlpool	
WHIRLP	OOL CORPORATION GLOBAL SUPPLIER PORTA
suppliers and pore regarding our be to our Global Su available through suppliers, and t	nirlpool Corporation's Global Supplier Portal, a website portal to provide o obential suppliers with access, via registered users, to certain informatior ususiness relationship or potential business relationship ("Information"). A upplier Portal ("Portal") and all services, information, tools, and data made gh this Portal ("Services"), is offered to Whirlpool's suppliers, potential their respective individual users by Whirlpool Corporation and its worldwin Whirlpool" or "we") subject to these Terms of Use("Terms") and our Privaco
State of New York, L in any action arising Information and Ser exclusive jurisdiction extent permitted by any such action. Wit any cause of action	all be governed and interpreted according to the substantive laws of the U.S. without regard to its conflict of law provisions. The parties agree that go ut of this Agreement or relating to the operation of the Portal or or a state or federal court in New York, U.S. and, to the maximum law, agree that either of those courts shall be the venue of choice for a state or federal court in New York, U.S. and, to the maximum law, agree that either of those courts shall be the venue of choice for you may have regarding your use of the Portal must be commenced after the claim or cause of action arises.
	e various sections in these Terms are for convenience only and shall not rwise affect any of the terms or provisions.
© 2011 Whirlpool C Version 1.0, Novemb	Corporation TM , All Rights Reserved ber 11, 2011
	I Do Not Agree I Agree

5. Upon clicking 'I Agree', you will be asked to confirm your account information and complete the required fields that are noted with a red asterisk. NOTE: Any changes made on this screen will be noted in your user account in the Whirlpool systems but will not make changes to your vendor account.

Whirlpool	
Please enter your	Registration Information
•Business Name	Lovely Literature
• Address	111 Brochure Parkway
•City	Saint Joseph
•State or Region	Michigan ✓
•Postal Code	49085
•Country	USA ▼
•Phone	
Fax	
Mobile	
Job Title / Description	
Function	w
•Spoken Language	<u> </u>
	CONTINUE

6. Review the Privacy Notice and Consent. If you accept, click the 'I Agree' button to proceed. This will complete the User Registration process. If you do not accept, please click 'I Do Not Agree' which will result in an error message.

NOTE: You will not be able to continue into the website if 'I Do Not Agree' is selected.



7. After accepting the Terms of Use and Privacy Notice, you will see the message notifying you that your registration has been submitted.



8. You will receive an email containing your user ID and password. **NOTE:** This may take up to two hours.



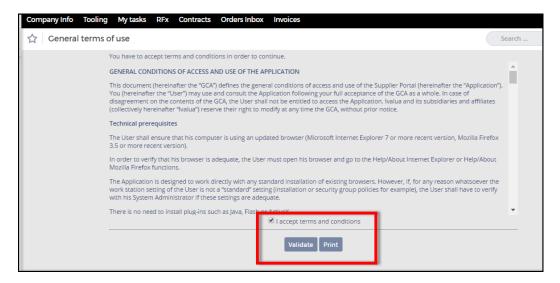
User Log In

1. Once you have completed the registration process, you will be able to log in to the Global Supplier Portal via the link in the email containing your user ID and Password.

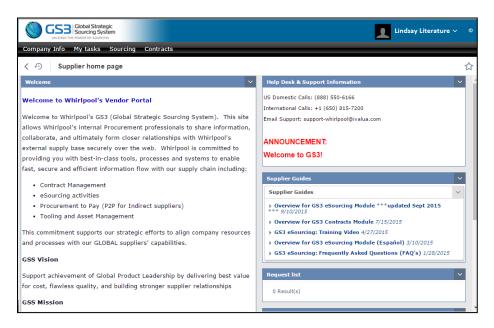
Please follow these steps to access GS3:

- Log into the Global Supplier Portal (GSP) here: https://suppliers.whirlpool.com/
- Scroll to the bottom of the welcome page to the Application Quick Launch icons.
- Click on GS3. GS3 will open in a new browser tab. if it does not open, please ensure that you have allowed popups for the portal.
- NOTE: You must wait a MINIMUM of 4 hours for your user account to be uploaded before you will be able to access the GS3 Portal

2. The first time that you access the GS3 system, you will be required to accept the terms and conditions for the GS3 Portal by checking the box and clicking on Validate.



3. Once you have validated your acceptance of the terms and conditions, the GS3 Portal Supplier Home page will open.



For any questions or issues regarding the registration process, please contact: Global_Help@whirlpool.com