



GwerthwchiGymru  
Sell2Wales



# Sign On Cymru

Existing Buyer - Registering your  
Sell2Wales account with SOC

sell2wales.gov.wales

0800 222 9004





## Sign On Cymru

'Sign On Cymru' means that each individual will only require a single username and password to access digital business support services, replacing the current system which involves having multiple log-in credentials for each service accessed within Business Wales suite of digital services.

This will include Business Wales, BOSS, Stakeholder Register, Business Directory and the Sell2Wales Portal.

## How to register on Sell2Wales using SOC

Go to the Sell2Wales homepage – [sell2wales.gov.wales](https://sell2wales.gov.wales)

Click **Login** - You will be transferred to the SOC information page.

Click on **Proceed to sign on / Register** - You will be transferred to the SOC interface page

Click on the **“Don't have an account? Sign up now”** link.

## Sign On Cymru

### Mewngofnodi / Login

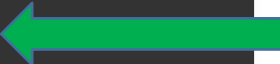
Cyfeiriad epost / Email Address

Cyfrinair / Password Wedi anghofio'ch cyfrinair? / Forgot your password?

Mewngofnodi / Sign in

Heb gyfrif? / Don't have an account? - - -

Creu cyfrif newr / Sign up now





Enter the email address you used to register with Sell2Wales.

Click **Send verification code**.

## Cofrestru / Sign up

Mae cofrestru gyda Sign On Cymru yn eich galluogi i gael mynediad i wasanaethau amrywiol Llywodraeth Cymru, ac mae ond yn cymryd 5 munud.

Registering with Sign On Cymru enables you to access various Welsh Government services, and it only takes 5 minutes.

Cyfeiriad ebost / Email Address

Sell2walesmac+1@outlook.com

Anfon cod dilysu / Send verification code

A verification code will be sent to your email address.

## Verify your email address

Thanks for verifying your [sell2walesmac@outlook.com](mailto:sell2walesmac@outlook.com) account!

Your code is: 236564

Sincerely,  
SOC Team-PP

Enter the received code in verification code field on the SOC form and click **Verify code**.

Mae cod dilysu wedi'i anfon i'ch blwch derbyn i chi ei gopïo i'r blwch isod. / Verification code has been sent to your inbox. Please copy it to the input box below.

Cyfeiriad ebost / Email Address

Sell2walesmac+1@outlook.com

Cod dilysu / Verification code

Cod dilysu / Verification code

Gwirio'r Cod / Verify code

Enter your new password and confirm this in the second field.

Cyfrinair newydd / New Password

.....

Cadarnhau cyfrinair newydd / Confirm New Password

.....

Creu / Create

Canslo / Cancel

Click **Create** - You will then be transferred to your Buyer registration page



## Registration details

Please complete all mandatory fields, existing data already held on the Sell2Wales database will be pulled through into your SOC account.

**Company Settings**

Registration Details | Communication Details

You are requested to complete / update the following information regarding your company:

\* Required information

**User Information**

\* Title:

\* First Name:

\* Last Name:

\* Job Title:

\* Phone:

Website:

Email Address:

**Organisation Details**

You can search for your address by postcode by entering the postcode below, and selecting Find Address.

\* Organisation Name:

\* Address Line 1:

Address Line 2:

\* Town/City:

\* Postal Code:

\* Region:

\* Country:

## Communications details

Please complete all mandatory fields, this information will be used to determine your preferred language of communications.

**Company Settings**

Registration Details | Communication Details

You are requested to complete / update the following information regarding your preferences:

\* Required information

**Communication Details**

\* All of our information and services are available in Welsh and English. Would you like to receive any support in Welsh?  Yes  No

\* Would you like to receive written information (e.g. Factsheets, Emails, Letters) in?

\* Where we need to contact you by phone, would you like us to do so in?

\* Where we arrange to meet you, would you like the meeting to be in?

**Registered email address**

Any communications will be sent to your registered email address: **Anton.kossmann+611@gmail.com**

**Additional Options**

Newsletter:  Please tick if you'd like to receive an e-mail newsletter



Click **Save settings** - You will then be transferred to your Buyer control panel.

If you fail to complete and save the Sell2Wales profile within 24 hours of signing up, your “Sign on Cymru” registration will be deleted and you must register on SOC again.

If you need any further information or assistance please contact us on **0800 222 9004**.