

Newegg Marketplace Seller Academy

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Seller Account Registration

Registering on Newegg Marketplace is quick and painless. Follow this guide from starts to finish and you'll get your account up, running, and ready to sell to 37M+ tech-savvy customers in no time. Before you get started, you'll want to make sure you have all this necessary information on hand.

- Business address and contact information
- Business website and/or other marketplaces website
- Basic business information (Annual sales, number of employees, # of SKU's, etc.)
- Business type (Note: We are not accepting sole proprietorship at this moment)
- Business Tax ID/EIN
- A signed and dated W-8/W-9 form within 12 months
- Business license (If you are an international seller)
- Business bank account information
- A valid and chargeable credit card

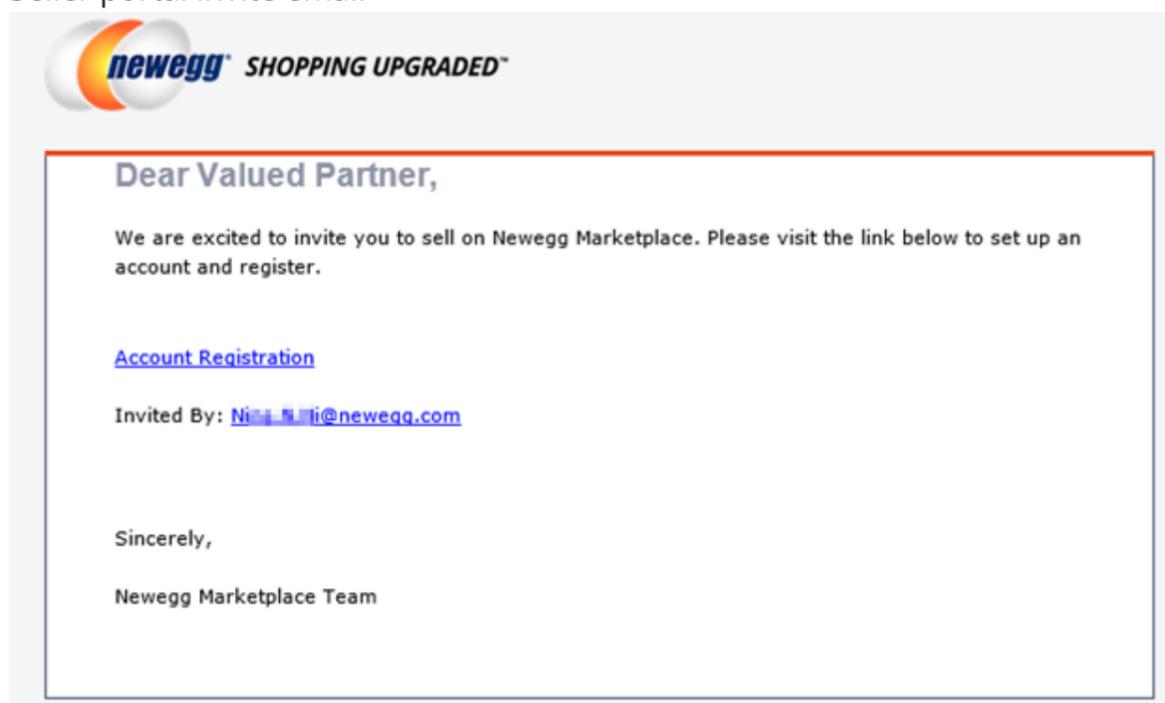
Now that you have everything ready to go, it's time to start.

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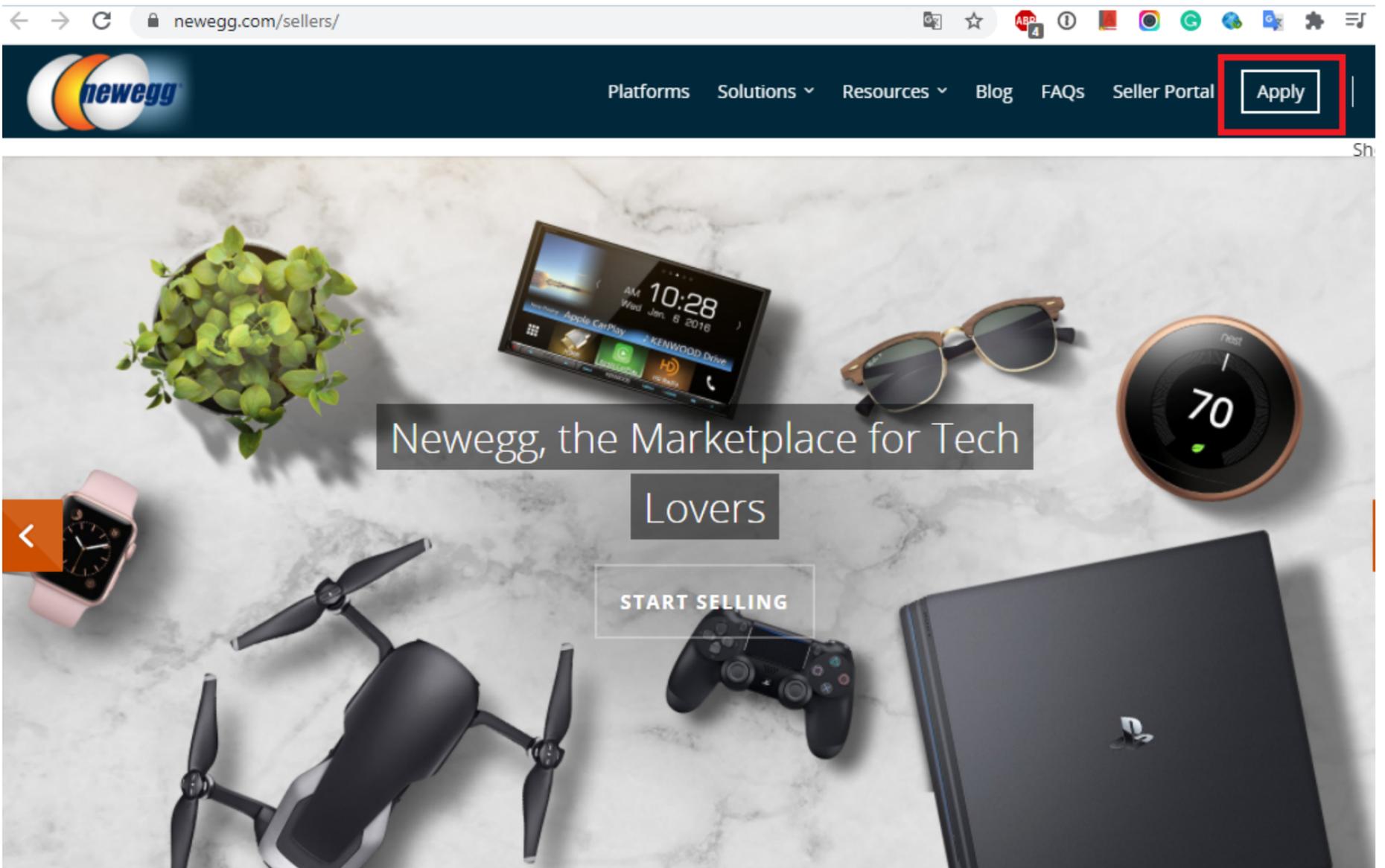
Apply to Sell on Newegg Marketplace

You can either receive an invite to apply by CM OR you may apply at Newegg.com site.

- Seller portal invite email



- Apply directly at Newegg.com, click [here](#).



Create Newegg Customer Account

Newegg Seller Portal uses a Newegg customer account for user login. Note: The initial user of the account setup will be the ADMIN.

- Create a Newegg customer account, if you don't have an existing Newegg customer account then create one under **Sign up** to setup the account and start the registration process.
- If you have an existing Newegg customer account. Click **Log in** tab and enter user account info and password to start the registration process.

ACCOUNT SETUP

 **Sign up**  **Log in**

[Create a New Newegg Customer Account](#)
If you have Newegg customer account already, click [here](#) to log in.

Asterisk (*) indicates required fields.

*** Email Address**

*** Confirm Email Address**

*** Password**

*** Confirm Password**

Seller Introduction

The Introduction information will be shown on Newegg Seller Portal for CM review. Be prepared to provide the following information:

- Your website URL
- Seller business model (retailer/reseller, manufacturer, distributor)
- Annual sales (range)
- Number of employees (range)
- Years in business (range)
- Countries you are interested in selling into
- Primary and secondary merchandise categories
- Number of SKUs for sale (range)
- Percentage of inventory stocked in your own warehouse
- Whether or not you sell your own brand

Note: If you have a seller account on the platform (for example, Newegg.com), the existing seller ID will be shown.

- Fill in all the required information on the page.

SELLER INTRODUCTION

Asterisk (*) indicates required fields. Please complete the form in English.

Seller Region

* Seller Region:

* Registration Platform:

Newegg.com Existing seller: A38F. [Please click here to login.](#)

NeweggBusiness.com

Newegg.ca

Seller Introduction

* Web Site:

* Seller Business Model * Annual Sales

* Number of Employees * Years in Business

* Are you currently selling on other marketplace(s)?
 Yes No

* Which countries are you interested in selling into?

* Primary Merchandise Category Secondary Merchandise Category

* Number of SKUs for Sale

* What percentage(%) of your inventory is stocked in your warehouse(s)?

- Read the **Terms & Conditions** then click **Agree and Continue** to move forward.

Terms & Conditions

By clicking on 'Agree and Continue', on behalf of yourself or the business you represent (collectively, "Seller") are entering into a binding contract with Newegg Inc. ("Newegg") and Seller agrees to be bound by the terms of this Agreement. This Agreement is deemed executed on the date Seller clicks on 'Agree and Continue'

Newegg Marketplace Seller Agreement: [NeweggBusiness.com](https://www.newegg.com/business) [Newegg.ca](https://www.newegg.ca)

Agree and Continue

[Policy Agreement](#) | [Privacy Policy](#) | © 2000-2016 Newegg Inc. All rights reserved.

Seller Registration

Once you have you agreed to the **Terms & Conditions**, enter your business information.

- Fill in the required information for the specified platform (i.e. Newegg.com, Neweggbusiness.com, or Newegg.ca).

ONLINE REGISTRATION - NEWEGGBUSINESS.COM

Asterisk (*) indicates required fields. Please complete the form in English.

Seller Store Name	
* Seller Store Name:	<input type="text" value="Test_nn62"/> Example: John's Marketplace

Merchant Information	
* Legal Name of Business/IRS Names:	<input type="text" value="Test's test MKPL"/>
DBA (Doing Business AS):	<input type="text" value=""/>
* Tax ID:	<input type="text" value="123456789"/>
* Business Type:	<input checked="" type="radio"/> TAX EXEMPT CORP (NON PROFIT) <input type="radio"/> PUBLIC TRADED CORP <input type="radio"/> PRIVATE PARTNERSHIP <input type="radio"/> PUBLIC TRADED PARTNERSHIP <input type="radio"/> PRIVATE LLC <input type="radio"/> PUBLIC TRADE LLC <input type="radio"/> PRIVATE CORP

Registered Business Address	
* Address1:	<input type="text" value="17560 rowland street"/>
Address2:	<input type="text" value=""/>
* City:	<input type="text" value="cityindustry"/>
* State:	<input type="text" value=""/>
* Postal Code/Zipcode:	<input type="text" value="91748"/>

Main Contact	
* First Name:	<input type="text" value="Nina"/>
* Last Name:	<input type="text" value="Ali"/>
* Email:	<input type="text" value="Nina.A.Ali@newegg.com"/>
* Phone Number:	<input type="text" value="626 - 271 - 9700"/>

- Click **Next** to complete. Note: System will prompt to register a different platform and automatically fill in the same company information, if applicable, to the next platform registration page.

W-9 Information

* Upload W - 9 Form: VoidedCheck.jpg

Select files... Done ✓

VoidedCheck.jpg	100%
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If you don't have the W-9 form, please visit www.irs.gov for instructions.

- The maximum allowed file size is 10MB
- Please make sure your W-9 form is signed and dated, unsigned and undated forms will delay any payments to you.

Next →

- If you will continue to register a different platform, fill and/or update the required information.

ONLINE REGISTRATION - NEWEGG.CA

Asterisk (*) indicates required fields. Please complete the form in English. If you use the same company information to register, you can click [Copy NeweggBusiness.com registration information to complete the current form.](#)

Seller Store Name

* Seller Store Name: Example: John's Marketplace

Merchant Information

* Legal Name of Business/IRS Names:

DBA (Doing Business AS):

Business:

Registered Bu

Address2:

Confirm

Do you want to register the next platform with the same company information?

Yes No

- If all the platform registration is completed then click **SUBMIT**.

ONLINE REGISTRATION - NEWEGG.CA

Asterisk (*) indicates required fields. Please complete the form in English. If you use the same company information to register, you can click [Copy NeweggBusiness.com registration information to complete the current form.](#)

Seller Store Name

* Seller Store Name: Example: John's Marketplace

Merchant Information

* Legal Name of Business/IRS Names:

DBA (Doing Business AS):

Business License Number:

Registered Business Address

* Address1:

Address2:

* City:

* Country / Region:

* Province / State:

* Postal Code/Zipcode:

Main Contact

* First Name:

* Last Name:

* Email:

* Phone Number:

Business License and Bank Reference letter

* Upload Business License:

Upload Bank Reference letter:

[← Previous](#) [Submit](#)

- Enter the Signee Information, click **OK & CONTINUE** to finalize the registration application.

Signee Information

Please enter the following information to complete the process:

* Your Full Name:

* Your Title:

OK & CONTINUE CANCEL

Business License and Bank Reference letter

Upload Business License: VoidedCheck.jpg

Upload Bank Reference letter:

← Previous Submit

 **ONLINE REGISTRATION** [Select Language](#)  [Email us for assistance.](#)

Dear Valued Partner,

Your registration application has been submitted. Thank you for your interest in selling on Newegg.