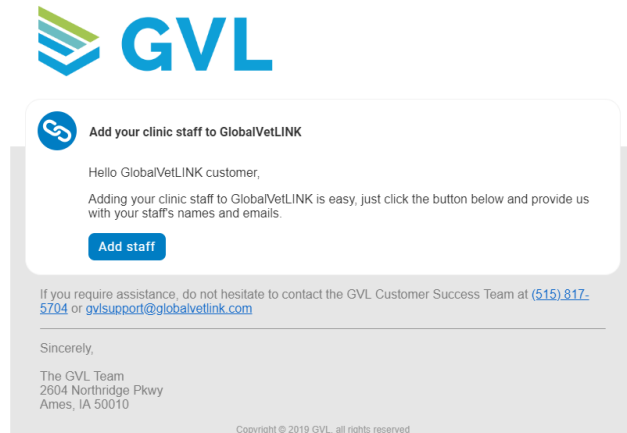


Banfield GVL User Registration Process

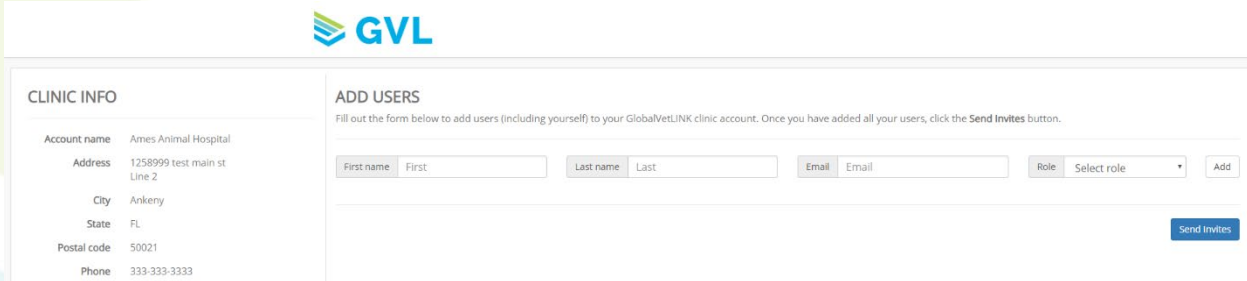
Get started with digital CVIs today!

1. **Practice Managers** - Once your hospital account has been created by GVL, an email (shown here) will be sent to the hospital email address to initiate the user registration process.

Note: This email will come from the email address [External Sender] no-reply@globalvetlink.com.



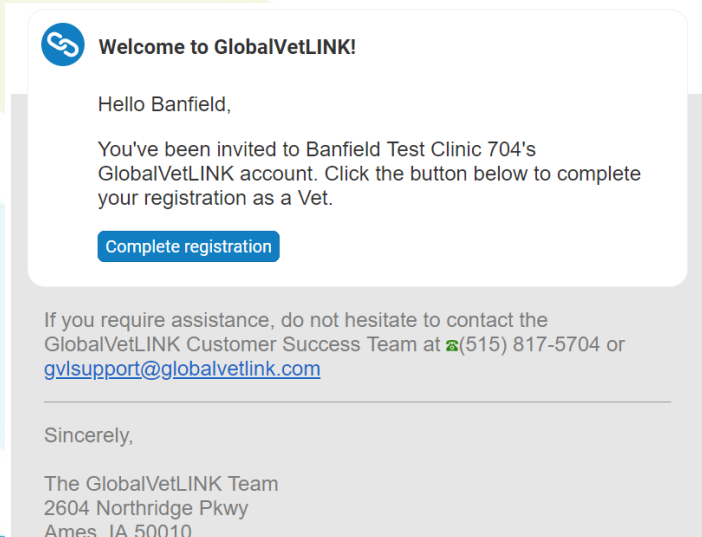
2. **Practice Managers** - Click the Add Staff button in the email. You will be directed to the screen shown below. Enter the First and Last Name, Email Address and Select a Role for each user. Click Add to save a user's information and add another user. Once finalized, click Send Invites.



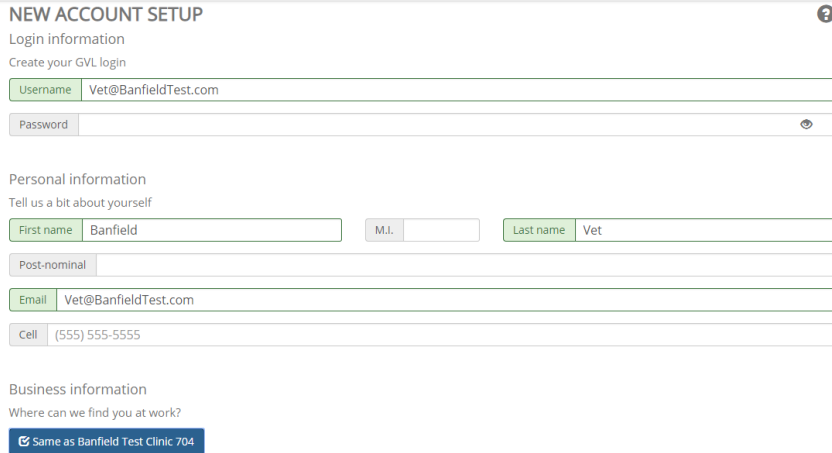
The screenshot shows the GVL "ADD USERS" web interface. On the left, there is a "CLINIC INFO" section with fields for Account name (Ames Animal Hospital), Address (1258999 test main st Line 2), City (Ankeny), State (FL), Postal code (50021), and Phone (333-333-3333). On the right, there is an "ADD USERS" section with a form to fill out. The form has fields for First name (First), Last name (Last), Email (Email), and Role (Select role). There is an "Add" button next to the Role field. At the bottom right of the form, there is a "Send Invites" button. Below the form, it says: "Fill out the form below to add users (including yourself) to your GlobalVetLINK clinic account. Once you have added all your users, click the Send Invites button."

3. **Practice Managers** - Once you have sent the invites, each user will receive a personalized email notification to setup their account. *Note:* This email will come from the email address [External Sender] no-reply@globalvetlink.com.

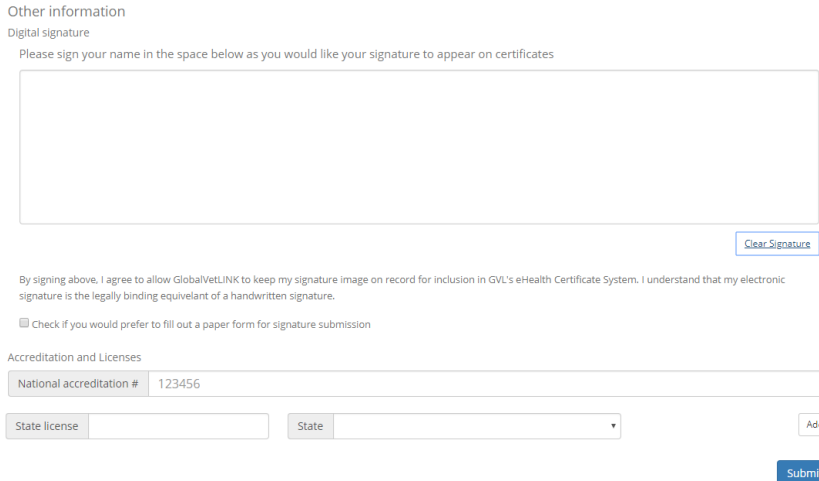
Please notify your veterinarians and hospital staff to check their email to complete their accounts.



4. **Veterinarians/Hospital Staff** - Each user will click Complete Registration in the email and will be directed to their personal registration page through which they can add their personal information and finalize their account.



5. **Veterinarians** - Additionally, all vet users can use GVL's Digital Signature Technology to apply their signature and state/federal licenses onto their account. When entering license information, click Add to save.



6. **Veterinarians/Hospital Staff** - After clicking Submit, each user will receive a confirmation email letting them know that our support team is verifying their information and will activate the account. They will receive a second email once their account has been activated and ready for use to create digital CVIs.

If you have any questions about the GVL User Registration Process, please contact the GVL Customer Success Team at 515-817-5704.