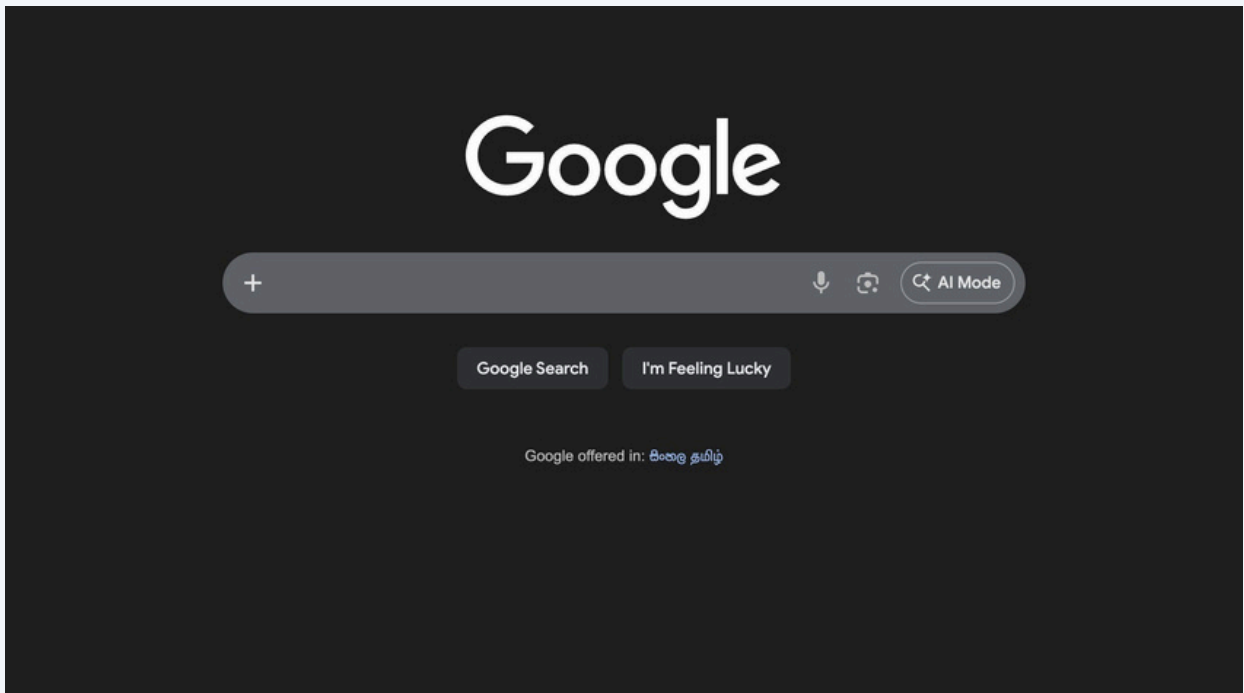


# CeySpace එකට Supplier කෙනෙක් විදිහට register වෙන්නේ කොහොමද?

CeySpace යනු ශ්‍රී ලංකාවේ B2B වෙළඳපොළක් වන අතර, ඔබගේ වියාපාරය දේශීය හා ජාත්‍යන්තර ගැණුම්කරුවන් සමඟ සම්බන්ධ කර ගැනීමට උපකාරී වේ. මෙම මාර්ගෝපදේශය මගින් Supplier Account එකක් සෑදීම, Profile එක සම්පූර්ණ කිරීම සහ Buyers සමඟ සම්බන්ධ වීම සරලව ඉගෙනගත හැකි අතර, ඔබේ වියාපාරය පහසුවෙන් පුළුල් වෙළඳපොළකට ගෙන යාමට හැකි වේ.

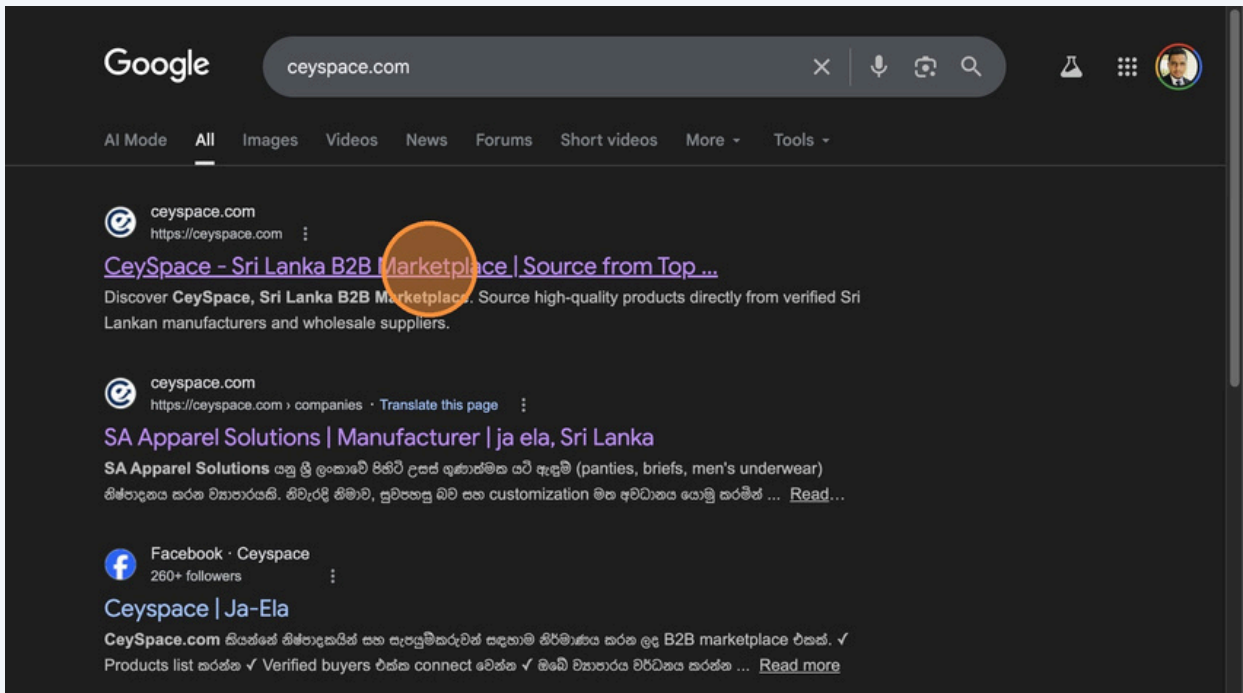
- 1 Google වෙත පිවිසෙන්න <https://www.google.com/>



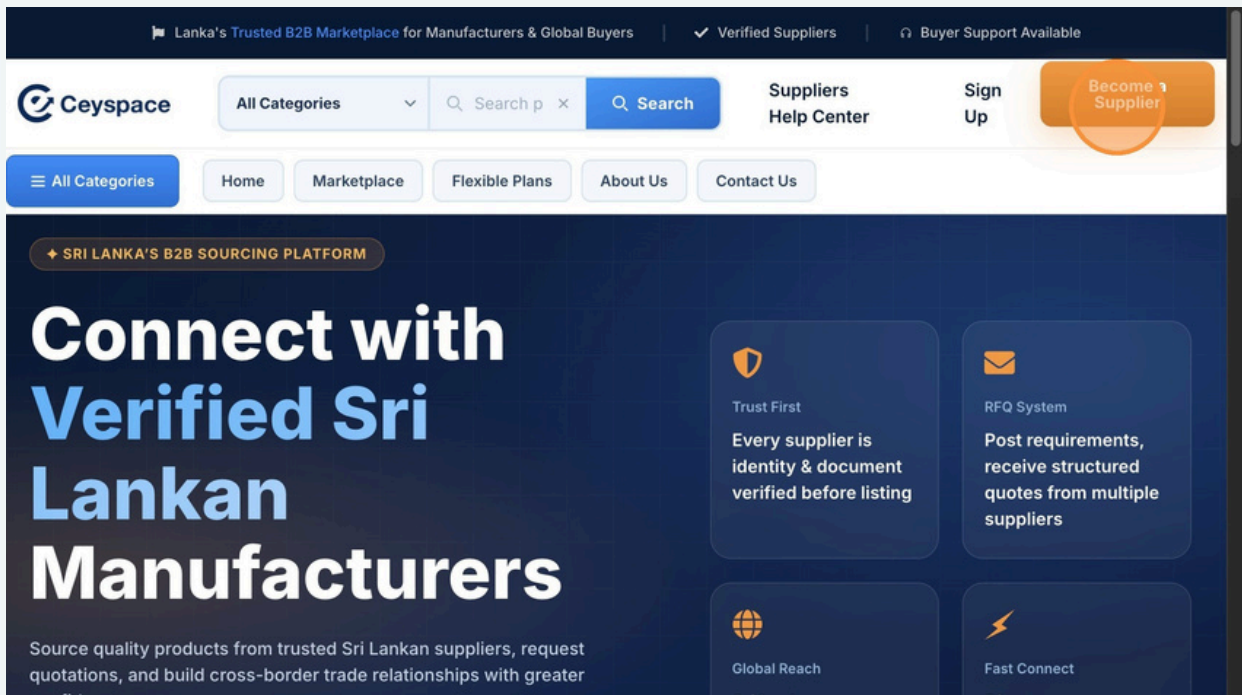
2 [ceyspace.com](https://ceyspace.com) ලෙස type කරන්න



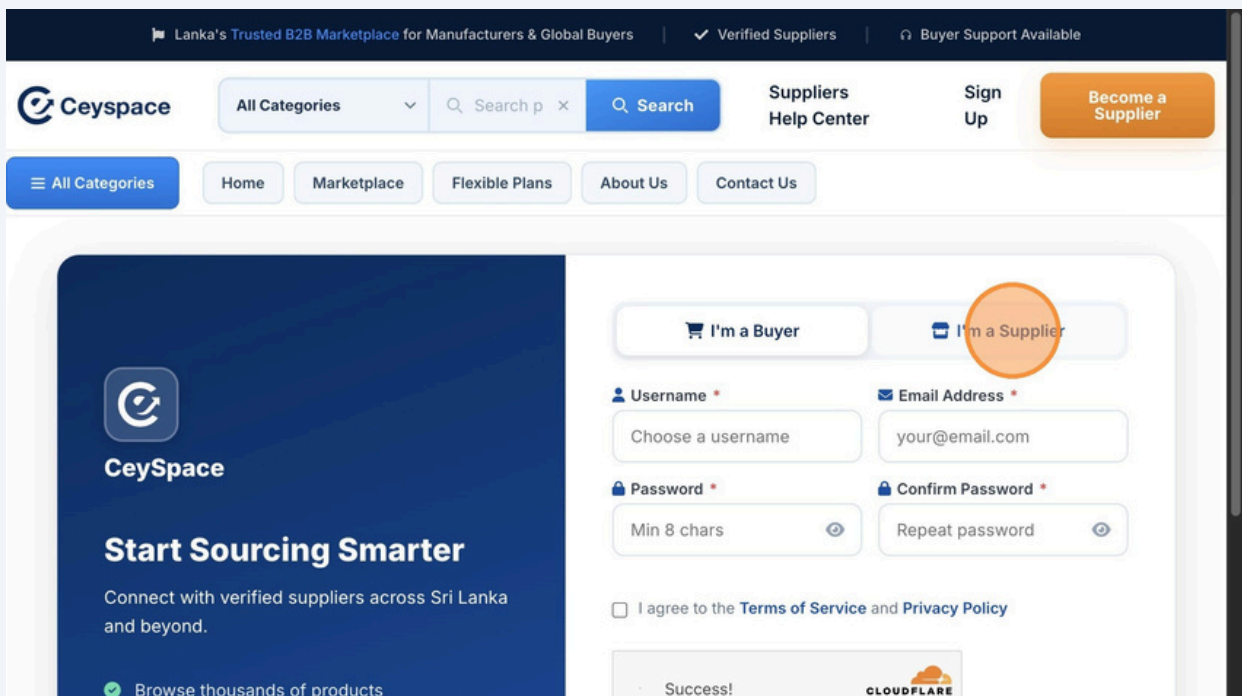
3 CeySpace website එක open කරන්න



#### 4 "Become a Supplier" click කරන්න



#### 5 "I'm a Supplier" තෝරන්න



## 6 Company Name එක ඇතුළත් කරන්න.

The screenshot shows the Ceyspace registration page. On the left, there is a blue sidebar with the Ceyspace logo and the text "Grow Your Business" and "Reach thousands of buyers and expand your market presence." The main content area has a white background with a registration form. At the top of the form, there are two buttons: "I'm a Buyer" and "I'm a Supplier". Below these are four input fields: "Company Name" (with a blue icon of a building), "Username" (with a blue icon of a person), "Email Address" (with a blue icon of an envelope), and "Password" (with a blue icon of a lock). The "Company Name" field is highlighted with an orange circle and contains the text "Your company name". The "Email Address" field contains "your@email.com". Below the password field is a "Confirm Password" field with the text "Repeat password". At the bottom of the form, there is a dashed box for "Business Registration Document (Optional)" with a "Click to upload" button.

## 7 Username එකක් තෝරන්න

The screenshot shows the Ceyspace registration page, similar to the previous one. The "Company Name" field now contains the text "Ceyspace global Exchange". The "Username" field is highlighted with an orange circle and contains the text "Choose a username". All other fields and elements remain the same as in the previous screenshot.

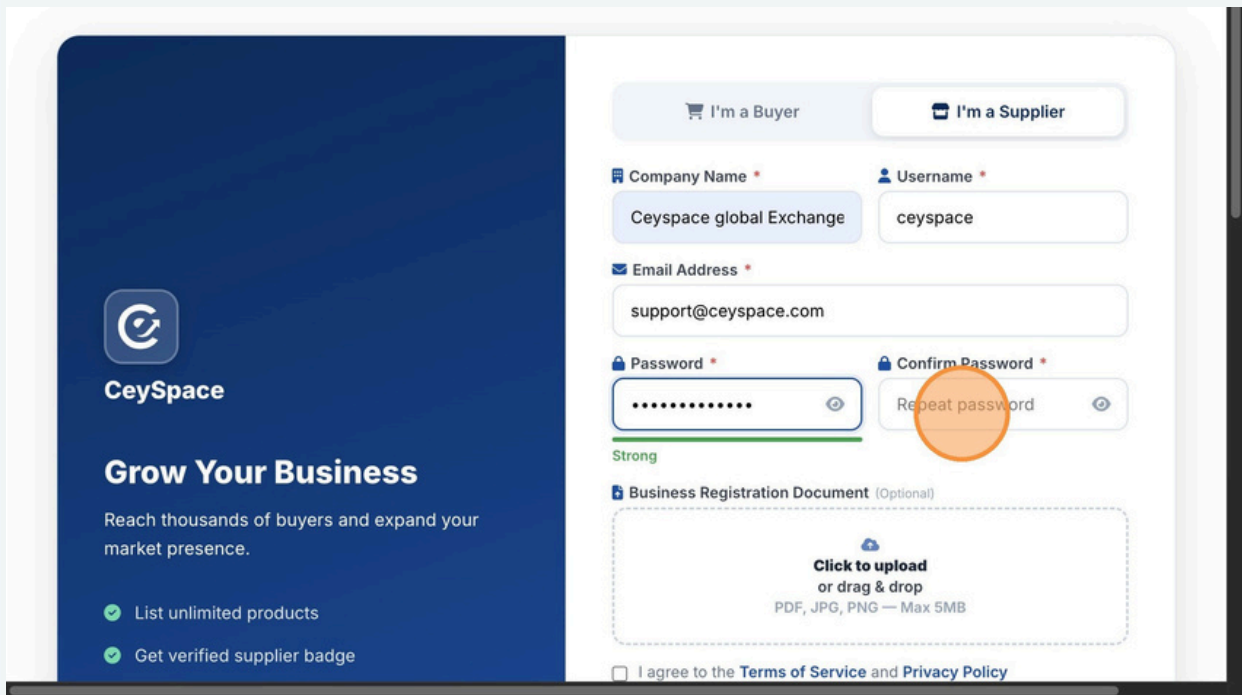
8 Email address එක ඇතුළත් කරන්න.

The screenshot shows the CeySpace registration page. On the left, there is a dark blue sidebar with the CeySpace logo and the text "Grow Your Business". The main content area is white and contains a registration form. At the top of the form, there are two buttons: "I'm a Buyer" and "I'm a Supplier". Below these are input fields for "Company Name" (filled with "Ceyspace global Exchange") and "Username" (filled with "ceyspace"). The "Email Address" field is highlighted with an orange circle and contains the text "you@email.com". Below the email field are "Password" and "Confirm Password" fields, both with "Min 8 chars" and "Repeat password" labels respectively. At the bottom of the form, there is a section for "Business Registration Document" with an upload button and a checkbox for "I agree to the Terms of Service and Privacy Policy".

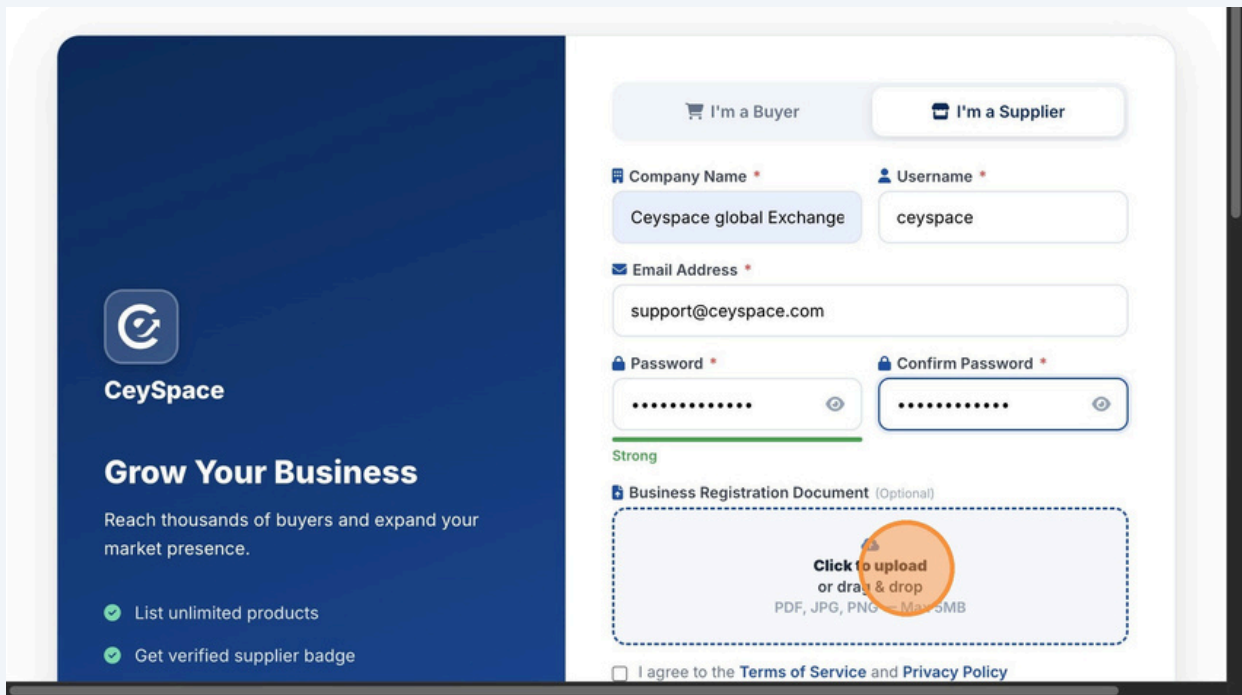
9 ආරක්ෂිත Password එකක් දාන්න

This screenshot is identical to the one above, showing the CeySpace registration form. The only difference is that the "Password" field is now highlighted with an orange circle. The "Email Address" field now contains "support@ceyspace.com". The "Company Name" and "Username" fields remain the same. The "Business Registration Document" section and the "I agree to the Terms of Service and Privacy Policy" checkbox are also visible.

10 Password එක නැවතත් දන්න.



11 විසාසාර ලියාපදිංචි ලේඛනය upload කරන්න (අනිවාර්ය නොවේ)



## 12 Terms & Conditions agree කරන්න

The screenshot shows the CeySpace registration page. On the left, there is a blue sidebar with the CeySpace logo and the text "Grow Your Business". Below this, it says "Reach thousands of buyers and expand your market presence." and lists four benefits: "List unlimited products", "Get verified supplier badge", "Boost products to top results", and "Manage inquiries & quotes".

The main registration form on the right includes the following fields and elements:

- Company Name \***: CeySpace global Exchange
- Username \***: ceyspace
- Email Address \***: support@ceyspace.com
- Password \***: [masked]
- Confirm Password \***: [masked]
- Business Registration Document (Optional)**: Business registration .png
- I agree to the [Terms of Service](#) and [Privacy Policy](#)
- Success!** message with a green checkmark and the Cloudflare logo.
- Create Supplier Account** button.

An orange circle highlights the checked checkbox for the Terms of Service and Privacy Policy.

## 13 "Create Supplier Account" click කරන්න

This screenshot is similar to the previous one, showing the registration form. In this view, the "I agree to the Terms of Service and Privacy Policy" checkbox is checked, and the "Create Supplier Account" button is highlighted with an orange circle.

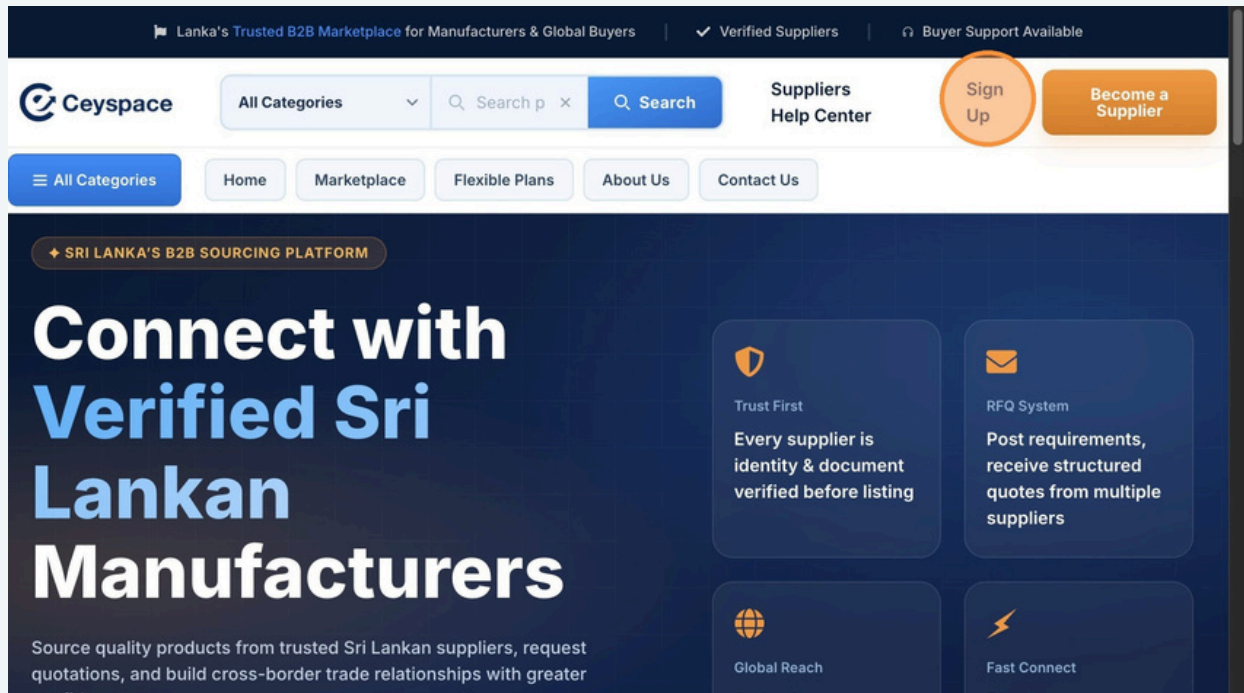
Below the registration form, there is a link: "Already have an account? [Sign In](#)".

The footer of the page contains the following information:

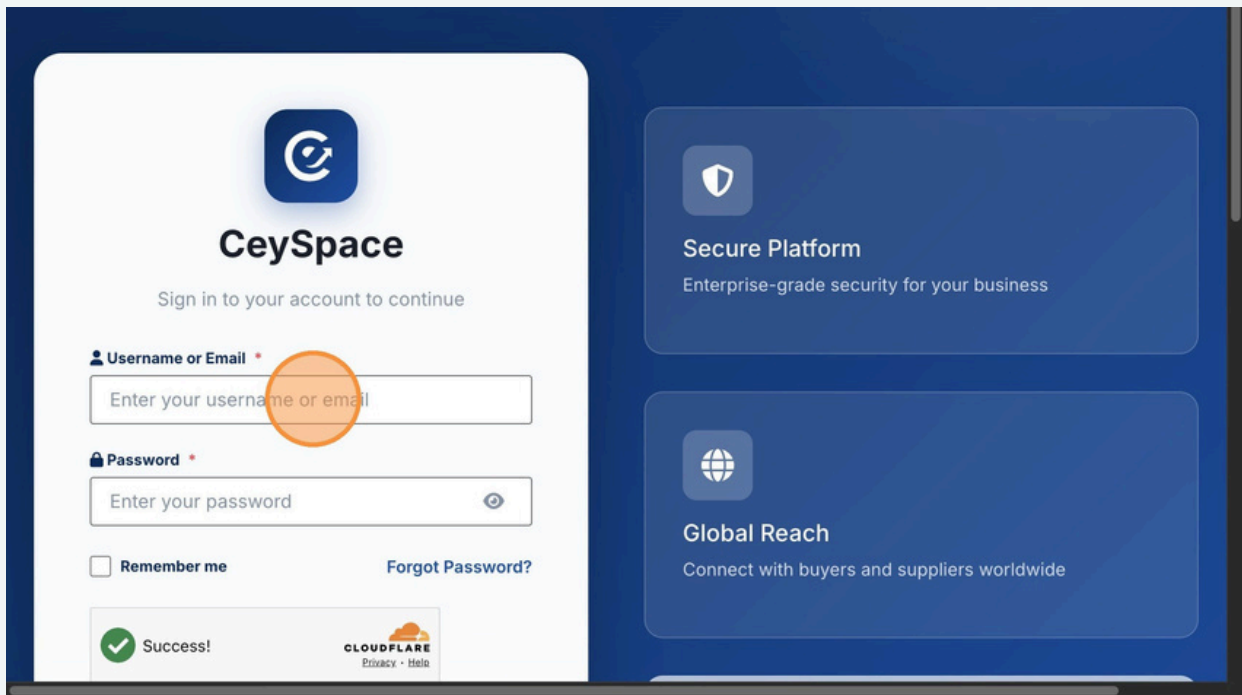
- CeySpace**: Sri Lanka's trusted B2B marketplace
- Explore CeySpace**: Home, About Us
- Help Menu**: Become a supplier, Register
- Quick Links**: Privacy Policy, Policy Guidelines
- Newsletters**: Stay updated with news, opportunities & export insights.

14 Account එක CeySpace team විසින් approve කරනු ඇත

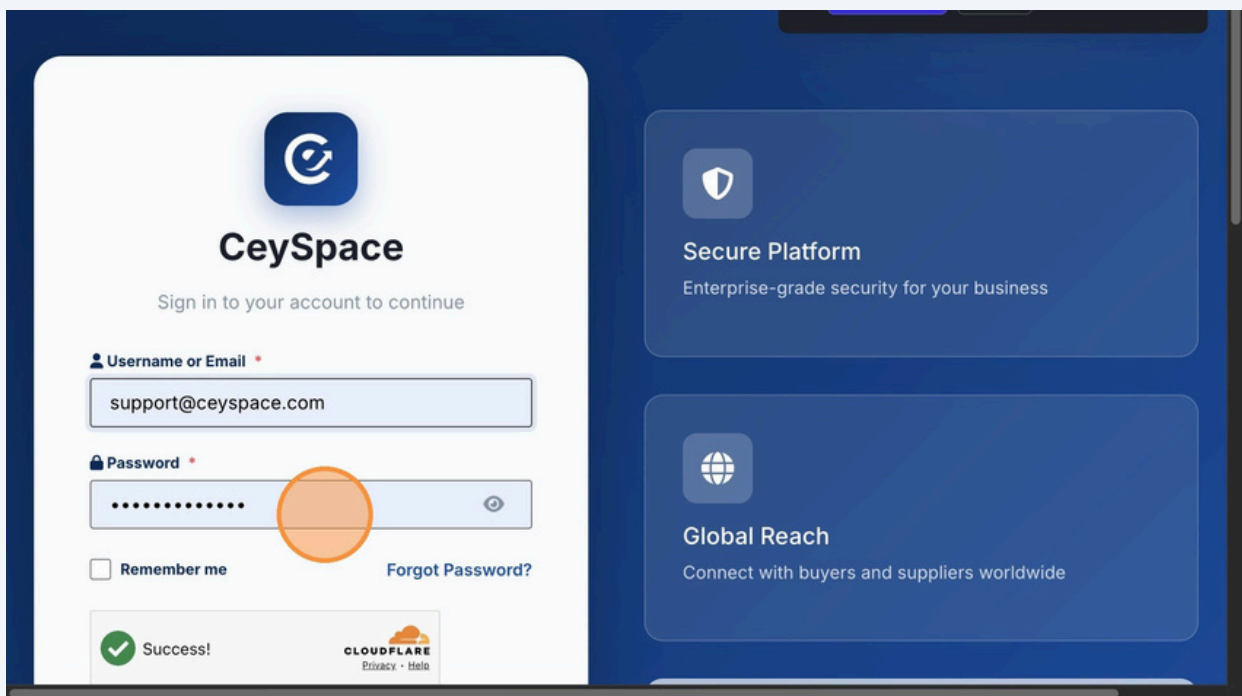
15 Login වීම - **Sign Up** click කරන්න



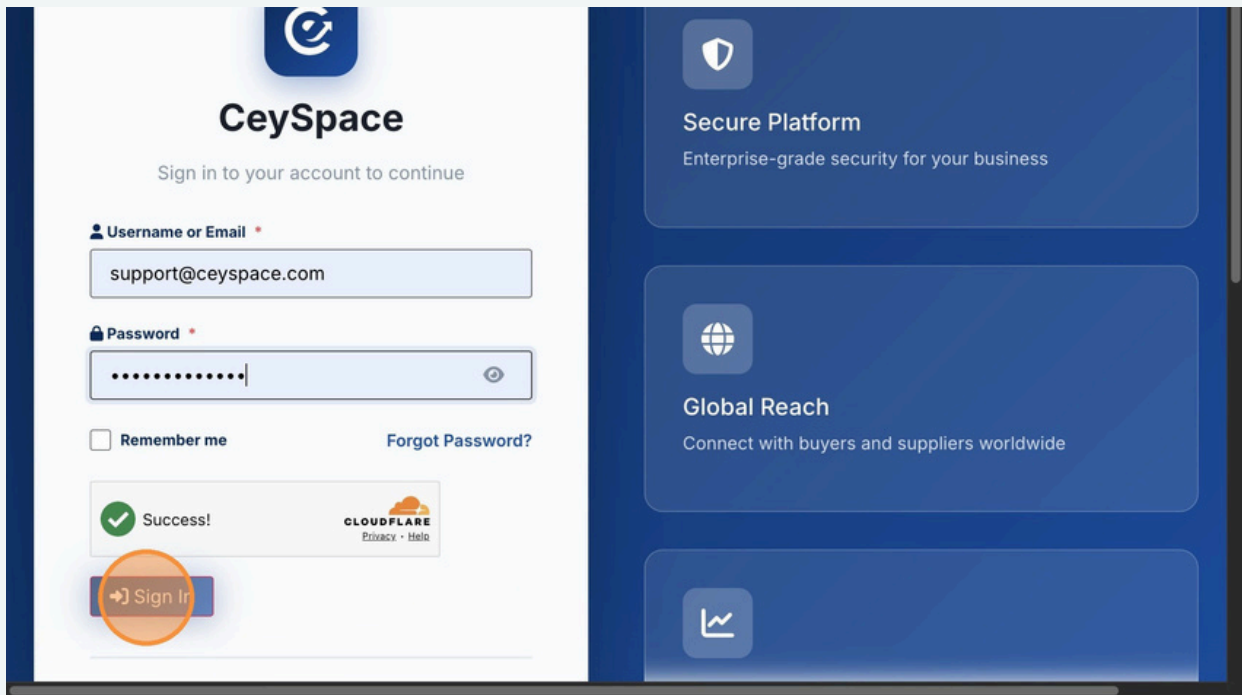
16 Username හෝ Email දාන්න.



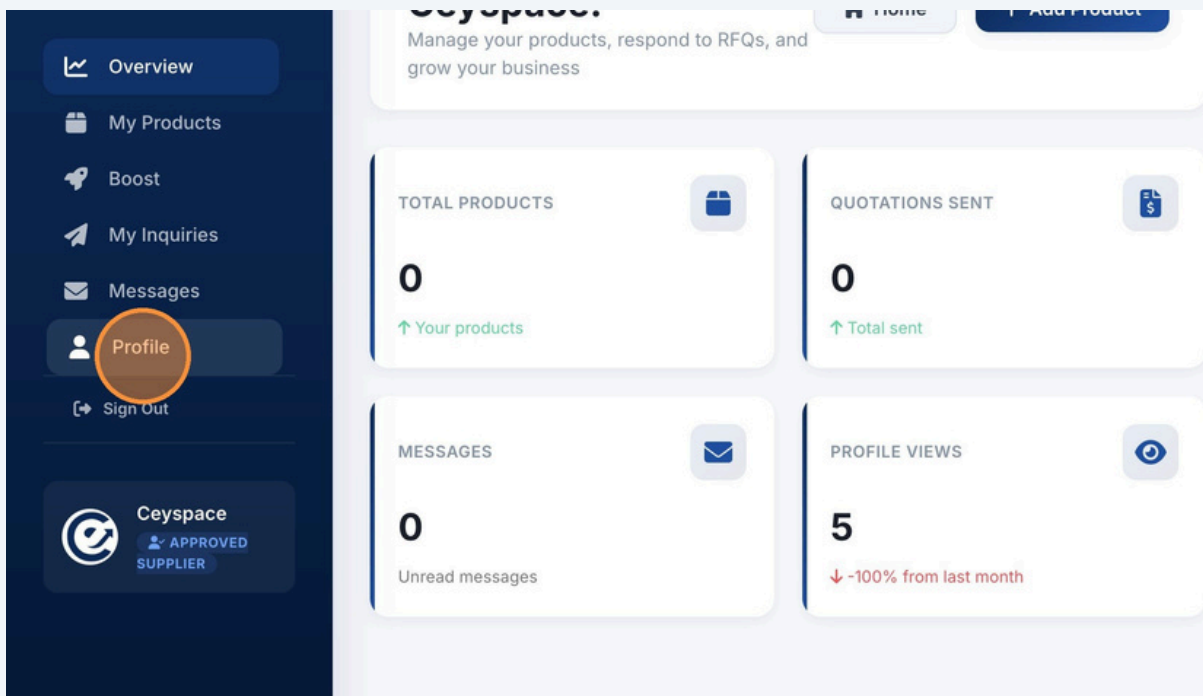
17 Password දාන්න



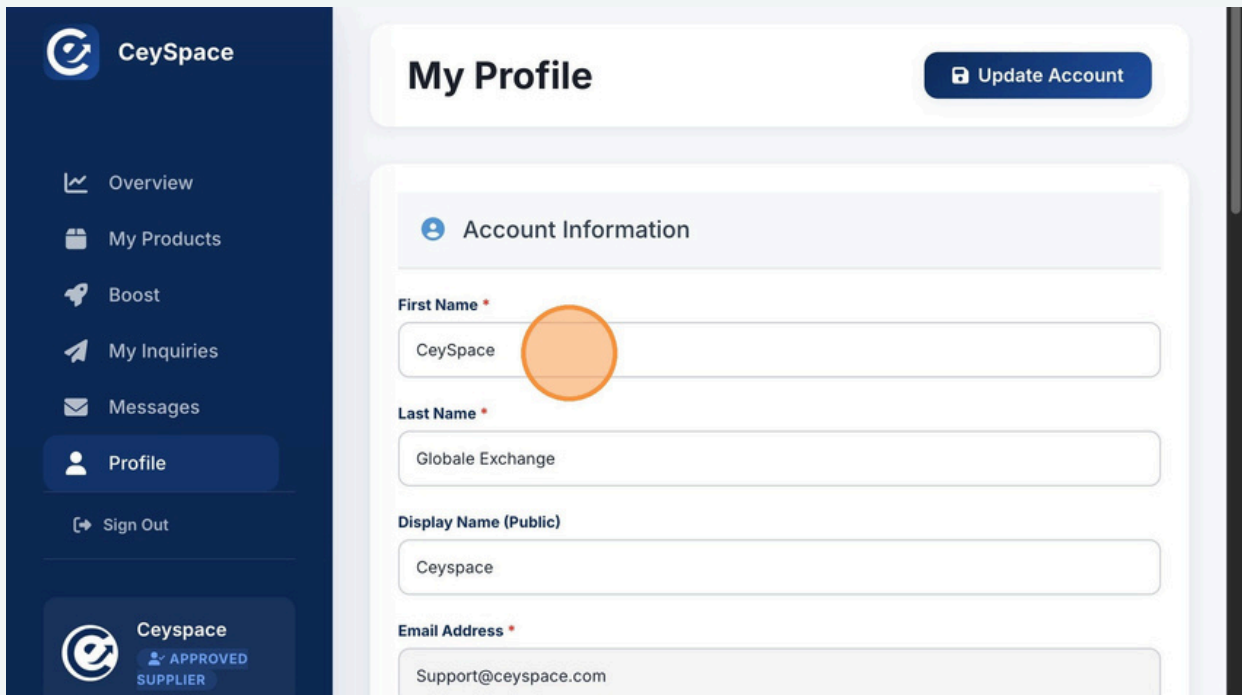
## 18 Sign In click කරන්න



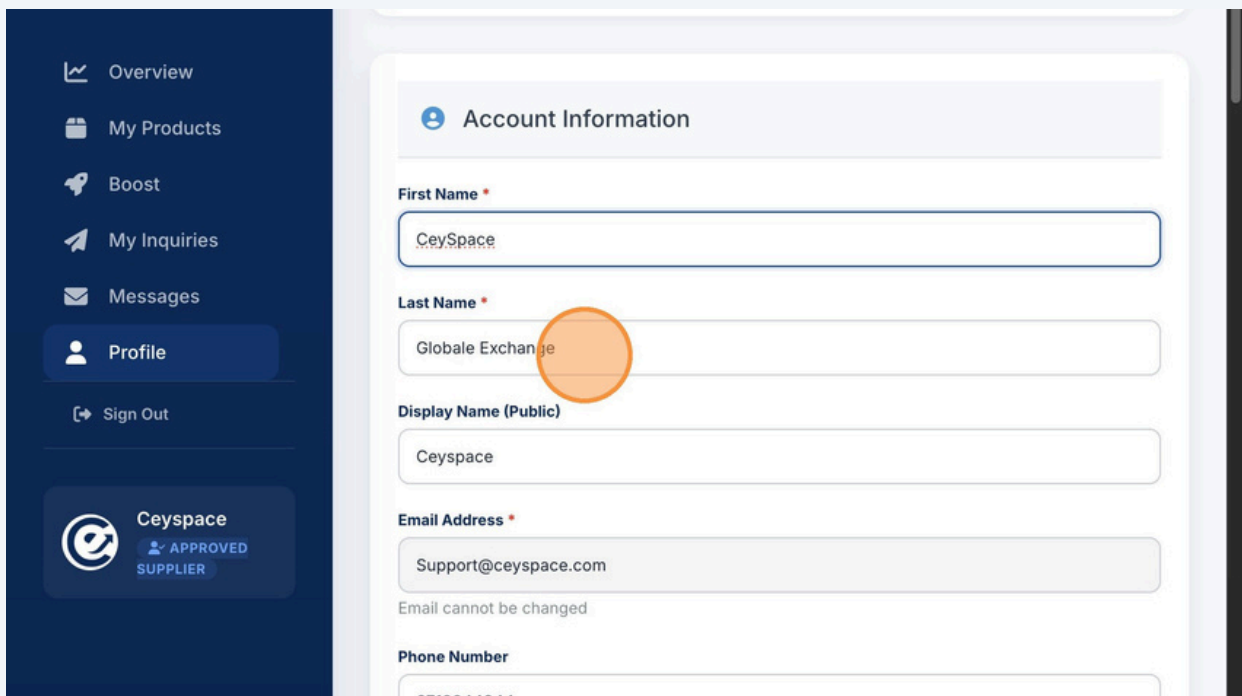
## 19 Profile එක සම්පූර්ණ කිරීම



20 ඔබගේ නම ඇතුළත් කරන්න



21 ඔබගේ වාසගම ඇතුළත් කරන්න



22 වෙබ් අඩවියේ අතින් ගනුදෙනුකරුවන්ට පෙනෙන නම (ඔබගේ සමාගමේ නම) ඇතුළත් කරන්න

Account Information

First Name \*  
CeySpace

Last Name \*  
Globale Exchange

Display Name (Public)  
CeySpace

Email Address \*  
Support@ceyspace.com  
Email cannot be changed

Phone Number  
0718844944

WhatsApp Number

23 ඔබගේ Email ලිපිනය ඇතුළත් කරන්න

Account Information

First Name \*  
CeySpace

Last Name \*  
Globale Exchange

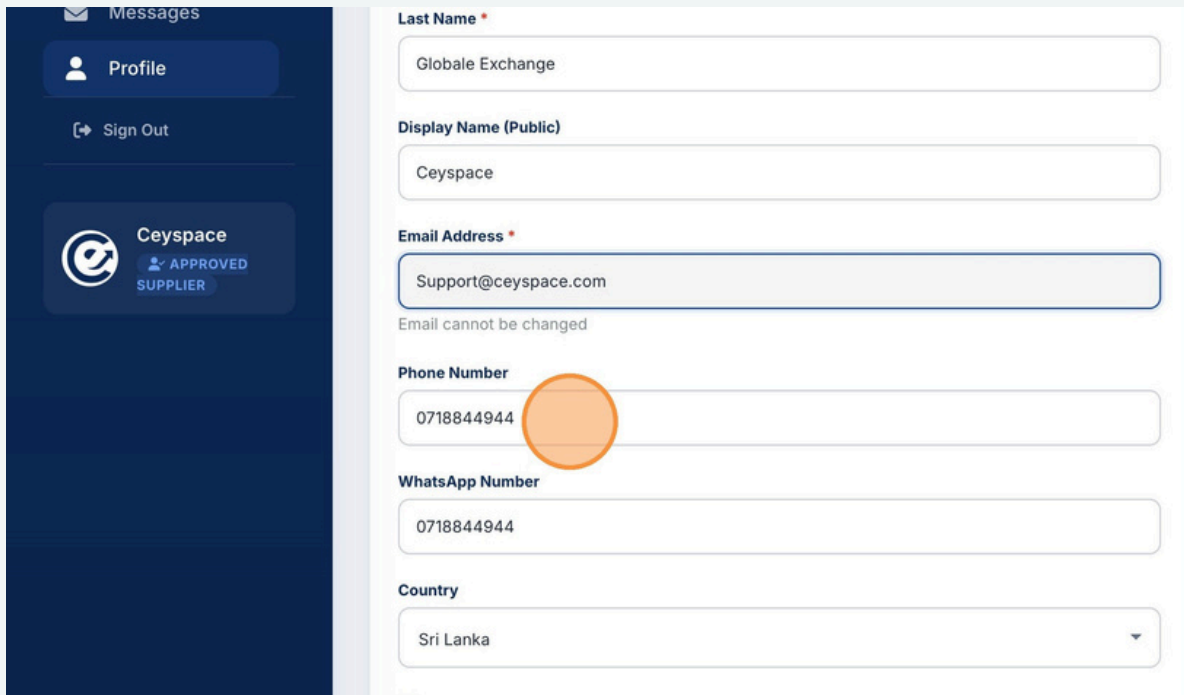
Display Name (Public)  
CeySpace

Email Address \*  
Support@ceyspace.com  
Email cannot be changed

Phone Number  
0718844944

WhatsApp Number  
0718844944

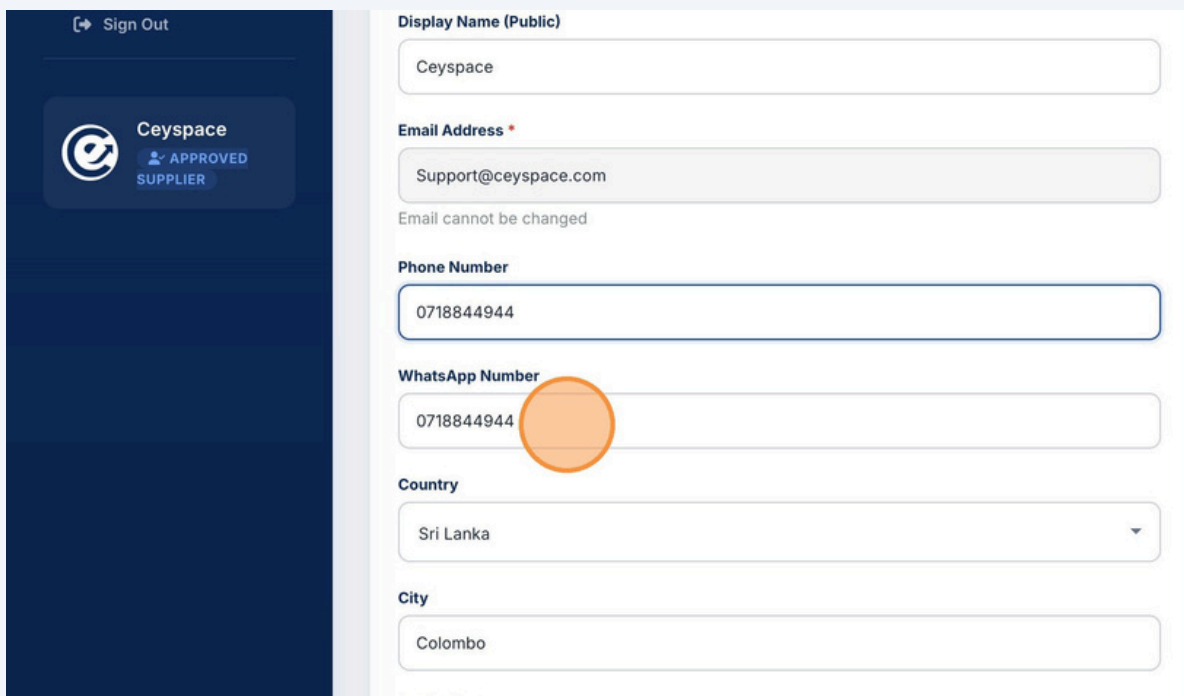
## 24 ඔබගේ දුරකථන අංකය ඇතුළත් කරන්න



The screenshot shows a user profile page with a dark blue sidebar on the left and a white main content area on the right. The sidebar contains a 'Messages' icon, a 'Profile' button, a 'Sign Out' button, and a 'Ceyspace APPROVED SUPPLIER' badge. The main content area contains the following fields:

- Last Name \***: Globale Exchange
- Display Name (Public)**: Ceyspace
- Email Address \***: Support@ceyspace.com (Note: Email cannot be changed)
- Phone Number**: 0718844944 (This field is highlighted with an orange circle)
- WhatsApp Number**: 0718844944
- Country**: Sri Lanka

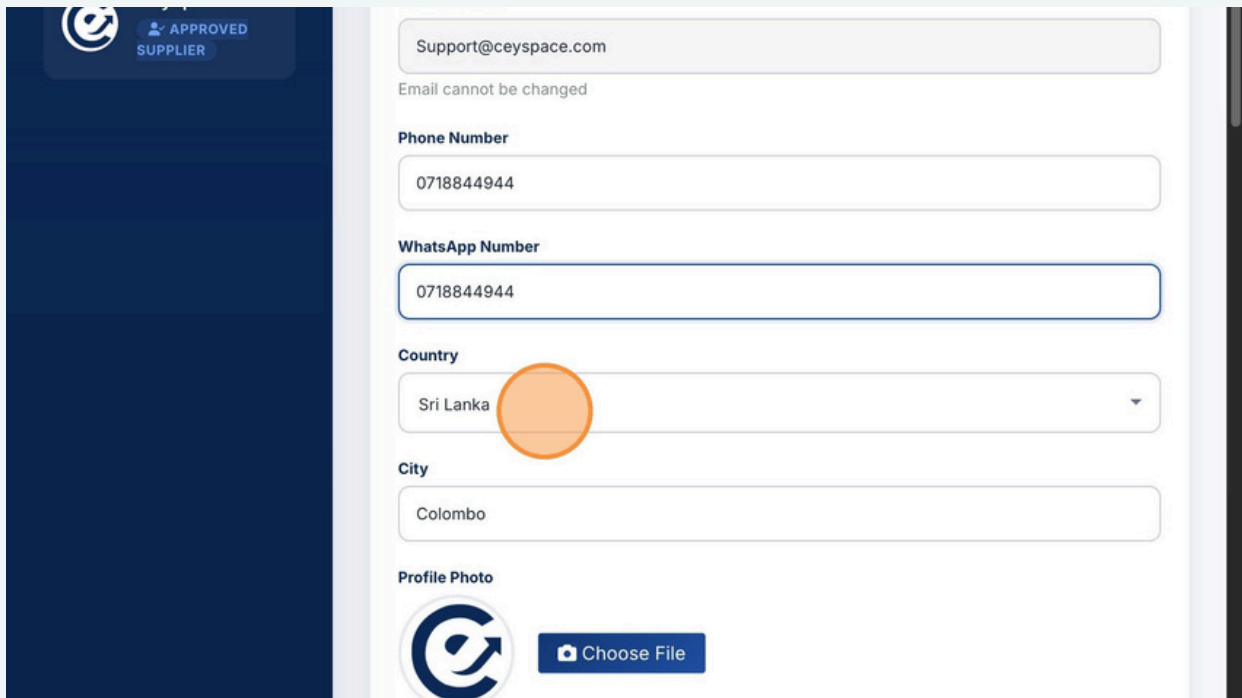
## 25 ඔබගේ WhatsApp අංකය ඇතුළත් කරන්න



The screenshot shows a user profile page with a dark blue sidebar on the left and a white main content area on the right. The sidebar contains a 'Sign Out' button and a 'Ceyspace APPROVED SUPPLIER' badge. The main content area contains the following fields:

- Display Name (Public)**: Ceyspace
- Email Address \***: Support@ceyspace.com (Note: Email cannot be changed)
- Phone Number**: 0718844944
- WhatsApp Number**: 0718844944 (This field is highlighted with an orange circle)
- Country**: Sri Lanka
- City**: Colombo

## 26 ඔබගේ රට තෝරන්න



APPROVED SUPPLIER

Support@ceyspace.com

Email cannot be changed

**Phone Number**

0718844944

**WhatsApp Number**

0718844944

**Country**

Sri Lanka

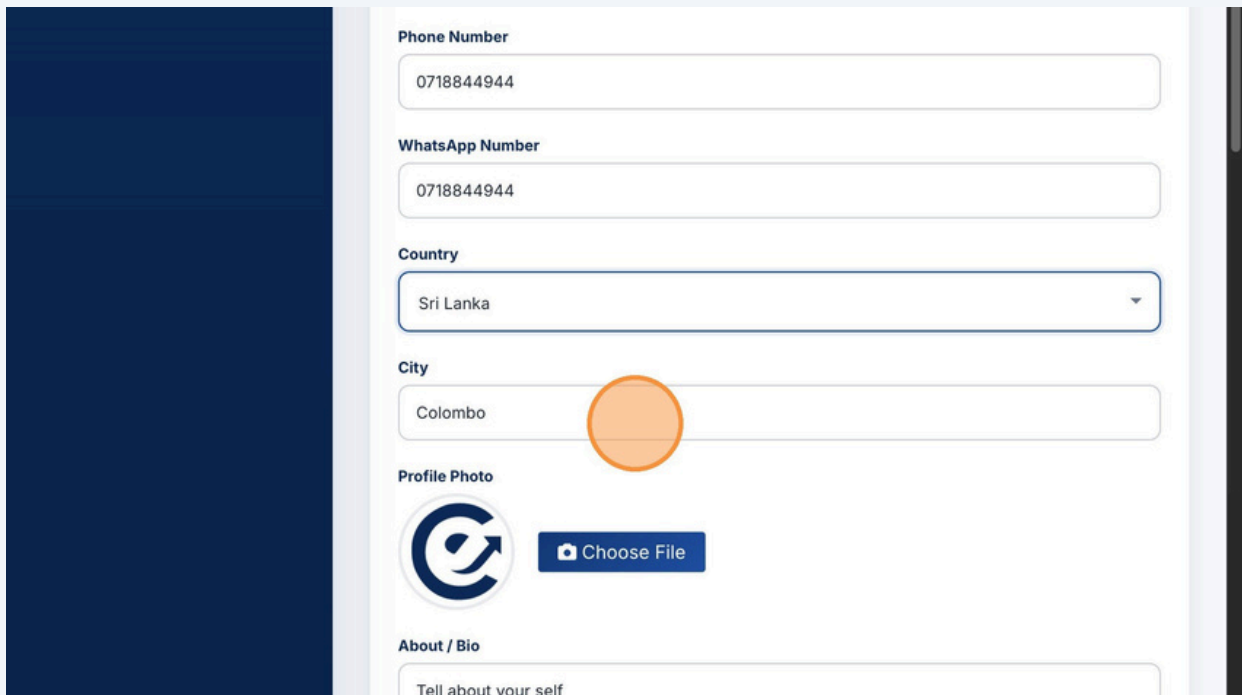
**City**

Colombo

**Profile Photo**

Choose File

## 27 ඔබගේ නගරය ඇතුළත් කරන්න.



**Phone Number**

0718844944

**WhatsApp Number**

0718844944

**Country**

Sri Lanka

**City**

Colombo

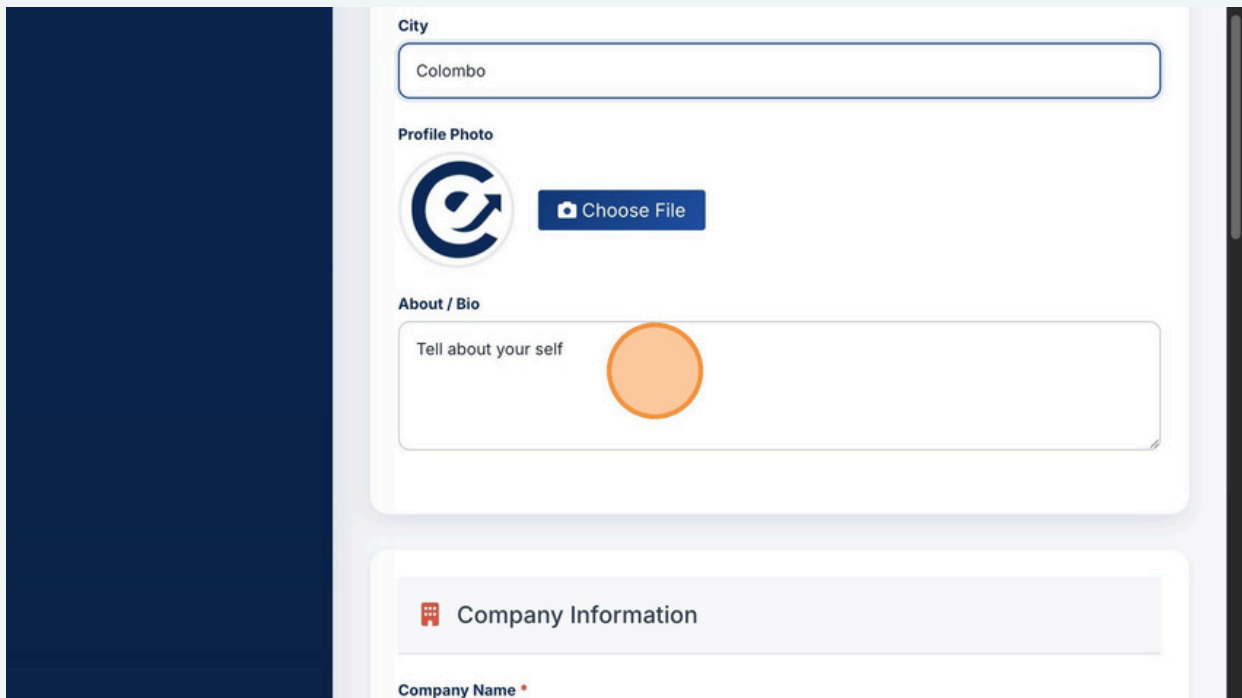
**Profile Photo**

Choose File

**About / Bio**

Tell about your self

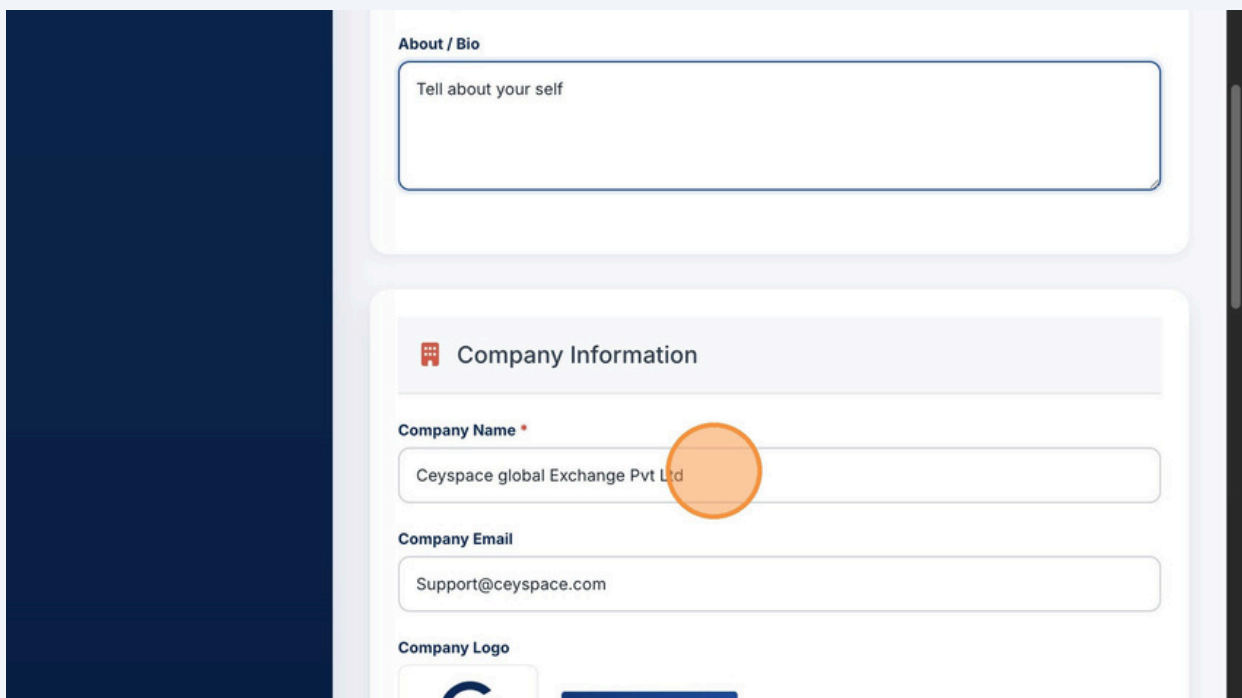
## 28 මබ ගැන කෙටි විස්තරයක් ලියන්න



The screenshot shows a user profile form with a dark blue sidebar on the left. The main content area is white and contains the following sections:

- City:** A text input field containing the text "Colombo".
- Profile Photo:** A circular profile picture placeholder with a blue and white logo. To its right is a blue button with a camera icon and the text "Choose File".
- About / Bio:** A text area with the placeholder text "Tell about your self" and a large orange circle.
- Company Information:** A section header with a red icon of a building.
- Company Name:** A text input field with a red asterisk indicating it is required.

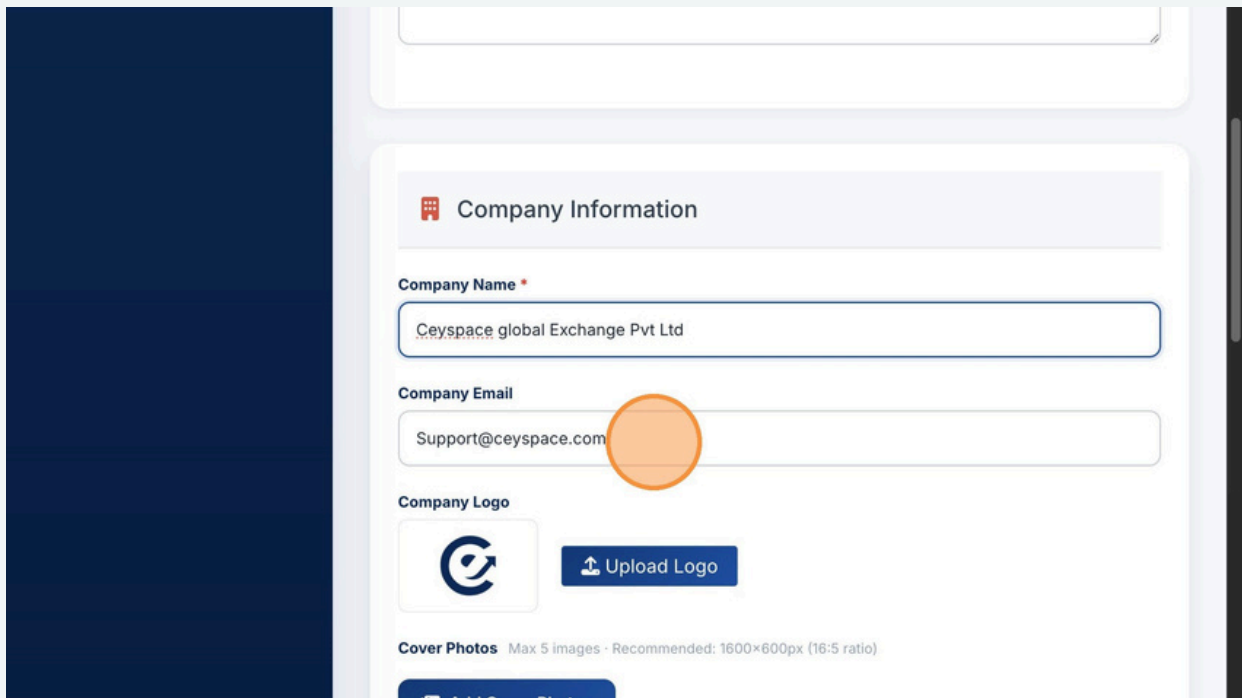
## 29 සමාගමේ නම ඇතුළත් කරන්න



The screenshot shows a user profile form with a dark blue sidebar on the left. The main content area is white and contains the following sections:

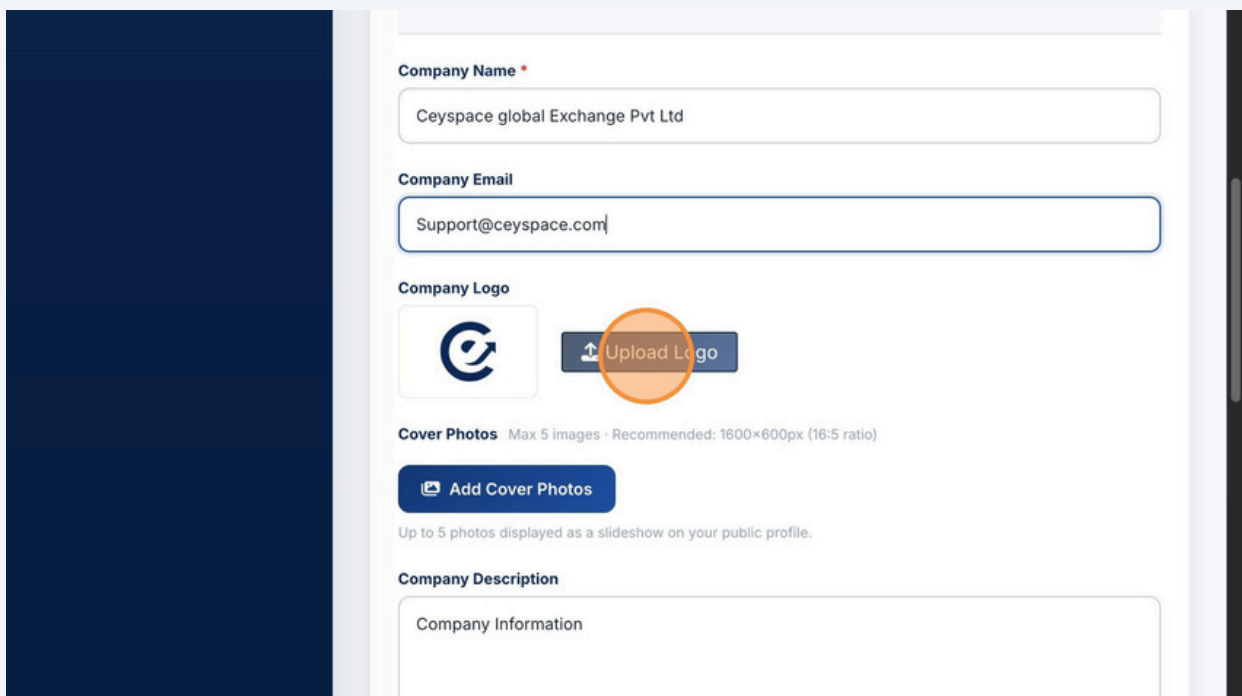
- About / Bio:** A text area with the placeholder text "Tell about your self".
- Company Information:** A section header with a red icon of a building.
- Company Name:** A text input field containing the text "Ceyspace global Exchange Pvt Ltd" and a large orange circle.
- Company Email:** A text input field containing the text "Support@ceyspace.com".
- Company Logo:** A section header with a red icon of a building.

### 30 සමාගමේ Email ලිපිනය ඇතුළත් කරන්න



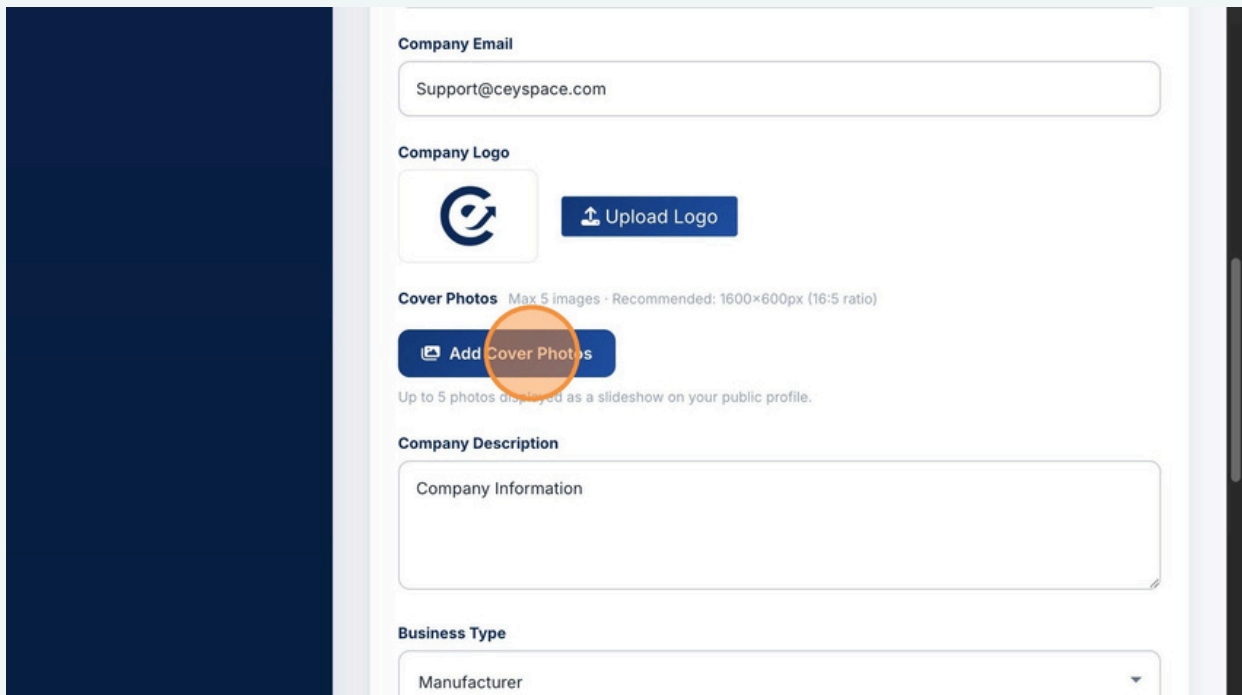
The screenshot shows a 'Company Information' form. The 'Company Name' field contains 'Ceyspace global Exchange Pvt Ltd'. The 'Company Email' field contains 'Support@ceyspace.com' and is highlighted with an orange circle. Below it, the 'Company Logo' section shows a logo placeholder and an 'Upload Logo' button. At the bottom, there is a 'Cover Photos' section with a note: 'Max 5 images - Recommended: 1600x600px (16:5 ratio)' and an 'Add Cover Photos' button.

### 31 සමාගමේ Logo එක upload කරන්න

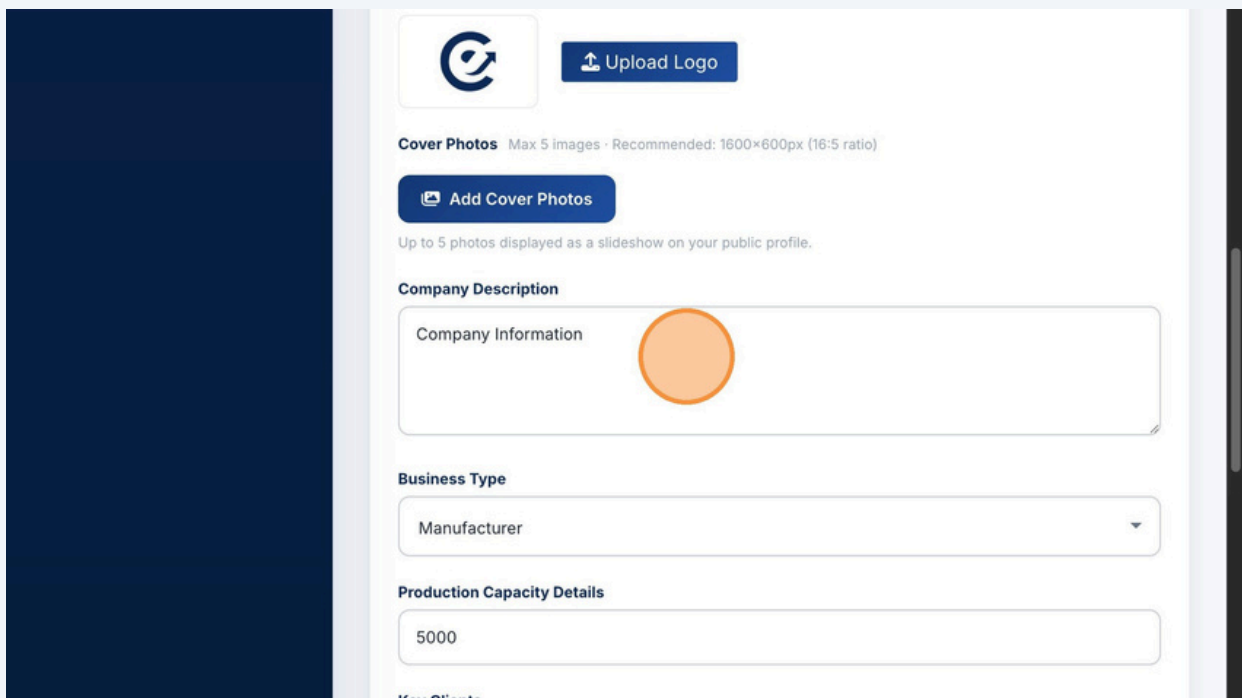


This screenshot is similar to the previous one, but the 'Upload Logo' button in the 'Company Logo' section is highlighted with an orange circle. The 'Company Name' and 'Company Email' fields remain the same. The 'Cover Photos' section is also visible, showing the 'Add Cover Photos' button and the recommendation text.

32 ඔබගේ කර්මාන්තශාලාව, වැඩ කරන පරිසරය වගේ වියාපාරය පෙන්වන ඡායාරූප upload කරන්න (Cover Photos)



33 සමාගම් විස්තරයක් ලියන්න



34 ඔබගේ ව්‍යාපාර වර්ගය තෝරන්න (උදා: Manufacturer / Wholesaler)

The screenshot shows a business profile form with the following sections:

- Add Cover Photos:** A blue button with a camera icon and the text "Add Cover Photos". Below it, a note says "Up to 5 photos displayed as a slideshow on your public profile."
- Company Description:** A large text input field with the placeholder text "Company Information".
- Business Type:** A dropdown menu with "Wholesaler" selected. An orange circle highlights the dropdown arrow.
- Production Capacity Details:** A text input field containing the number "5000".
- Key Clients:** A text input field containing the text "Nike, Addidas,".

35 මාසික නිෂ්පාදන ධාරිතාව ඇතුළත් කරන්න (උදා: 5000 units/month)

The screenshot shows a business profile form with the following sections:

- Add Cover Photos:** A blue button with a camera icon and the text "Add Cover Photos". Below it, a note says "Up to 5 photos displayed as a slideshow on your public profile."
- Company Description:** A large text input field with the placeholder text "Company Information".
- Business Type:** A dropdown menu with "Wholesaler" selected.
- Production Capacity Details:** A text input field containing the number "5000". An orange circle highlights the input field.
- Key Clients:** A text input field containing the text "Nike, Addidas,".

36 ඔබ වැඩ කළ ජර්මාන ගනුදෙනුකරුවන් ඇතුළත් කරන්න

The screenshot shows a form with the following sections:

- Business Type:** A dropdown menu with 'Wholesaler' selected.
- Production Capacity Details:** A text input field containing '5000'.
- Key Clients:** A text input field containing 'Nike, Addidas,'. An orange circle highlights this field.
- Average Lead Time (Days):** A text input field containing '14'.
- Accepted Payment Methods:** A list of four options, each with a checked checkbox:
  - Bank Transfer
  - Cheque
  - Card Payment
  - Cash on Delivery

37 නිෂ්පාදනයට ගතවන කාලය (Lead Time) ඇතුළත් කරන්න.

This screenshot is identical to the one above, but the orange circle highlights the 'Average Lead Time (Days)' field, which contains the value '14'.

38 ඔබ පිළිගන්නා ගෙවීම් ක්රම ඇතුළත් කරන්න

Wholesaler

Production Capacity Details

5000

Key Clients

Nike, Addidas,

Average Lead Time (Days)

12

Accepted Payment Methods

- Bank Transfer
- Card Payment
- Cheque
- Cash on Delivery

Contact Person Details

39 • සම්බන්ධ වෙන්න පුළුවන් පුද්ගලයෙක් සහ එයාගේ තනතුර දන්න.

12

Accepted Payment Methods

- Bank Transfer
- Card Payment
- Cheque
- Cash on Delivery

Contact Person Details

Contact Person Name

Shohan

Job Title

Director

40 “Update Account” click කර ඔබගේ තොරතුරු save කරන්න

