

### 1. Create a profile on post.at





If you have already registered in the past, you can go straight to point 2 "Log in".

German to english translation: "Einloggen/Registrieren" > Log in/register

Click on "Register now".

German to english translation: "Noch keinen Account?" > You don't yet have an account? "Jetzt registrieren" > Register now "Passwort vergessen" > Forgotten your password?

Enter your details.

German to english translation: "Account Typ" > Account type "privat" > Private "geschäftlich" > Business

"Persönliche Daten" > Personal details "Anrede\*" > Form of address\* "Vorname\*" > First name\* "Nachname" > Surname "vorangestellter Titel" > Title preceding name "nachgestellter Titel" > Title following name

"Geburtstag" > Date of birth "Tag\*" > Day\* "Monat\*" > Month\* "Jahr\*" > Year\*

Continued on the next page.





Österreichische Post AG

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### "Adresse" > Address "Land\*" > Country\* Kindly choose "Vereinigte Staaten" for USA Kindly choose "Vereinigtes Königreich" for UK "Postleitzahl\*" > Postcode\* "Ort\*" > Place\* "Straße\*" > Street\* "Haus Nr/Stiege" > House no/stairway "Tür" > Door

"Benutzerdaten" > User data "E-Mail-Adresse\*" > E-mail address\*

"Passwort" > Password "Das Passwort muss mindestens 8 bis 64 Zeichen lang sein und 3 von 3 Punkten erfüllen: mind. 1 Großbuchstabe, 1 Kleinbuchstabe, 1 Sonderzeichen, 1 Zahl" > The password must be at least 8 to 64 characters long and must meet 3 out of 3 points: at least 1 uppercase letter, 1 lowercase letter, 1 special character, 1 number "Passwort\*" > Password\* "Passwort wiederholen\*" > Repeat password\*

"Ja, ich möchte über aktuelle Updates, News und Aktionen informiert werden." > Yes, I would like to be informed about the latest updates, news and promotions. "Ich erkläre mich mit den Datenschutzbestimmungen einverstanden." > I agree to the privacy policy.

"Passwortsicherheit" > Password security

- "1 Großbuchstabe" > 1 uppercase letter
- "1 Kleinbuchstabe" > 1 lowercase letter
- "1 Sonderzeichen" > 1 special character
- "1 Zahl" > 1 number

To distinguish humans from robotic software programs please move the slider to the right.

"Weiter" > Next

Check your details and click on "Create Post account", then your registration is completed.

German to english translation: "Post-Account anlegen" > **Create Post account** 



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### 2. Log in



Register entering your username (or e-mail address) and password.

German to english translation: "Benutzername/E-Mail" > Username/e-mail "Passwort" > Password

Once you have an account, go to "Mein Profil".



German to english translation: "Mein Profil" > **My Profile** 



### 3. Add payment method



In your profile, click on the tab "Meine Zahlungsmittel" and select "Zahlungsmittel hinzufügen".

German to english translation: "Meine Zahlungsmittel" > **My payment methods** "Zahlungsmittel hinzufügen" > **Add payment method** 



Click "Zahlungsmittel hinzufügen".

German to english translation: "Meine Zahlungsmittel" > My payment methods "Hier finden Sie Ihre gespeicherten Kreditkarten." > Here you can find your saved credit cards. "Sie haben keine Zahlungsmittel gespeichert." > You do not have any methods of payment saved. "Zahlungsmittel hinzufügen" > Add payment method "Zur Dateneingabe" > To data input

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Finally, send us an e-mail (sammler-service@post.at) so we know you have added a credit card to your account. Now there's nothing standing in the way of your next purchase! Fill in the required details in the fields of the pop-up window and be sure to save.

German to english translation: "Kreditkarte hinzufügen" > Add credit card "Kreditkartennummer\*" > Credit card number\* "Name auf der Karte\*" > Name on the card\* "Gültig bis\*" > Valid until\* "Monat" > Month I "Jahr" > Year I "CVC\*" > CVC "Die CVC Nummer finden Sie auf der Rückseite Ihrer Kreditkarte." > The CVC number can be found on the back of your credit card. "Übernehmen" > Save I "Abbrechen" > Cancel

Should you land on this page, the registration of your credit card has not been processed. Kindly try again and click "Zahlungsmittel hinzufügen".

German to english translation: "Zahlungsmittel hinzufügen" > Add payment method

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