



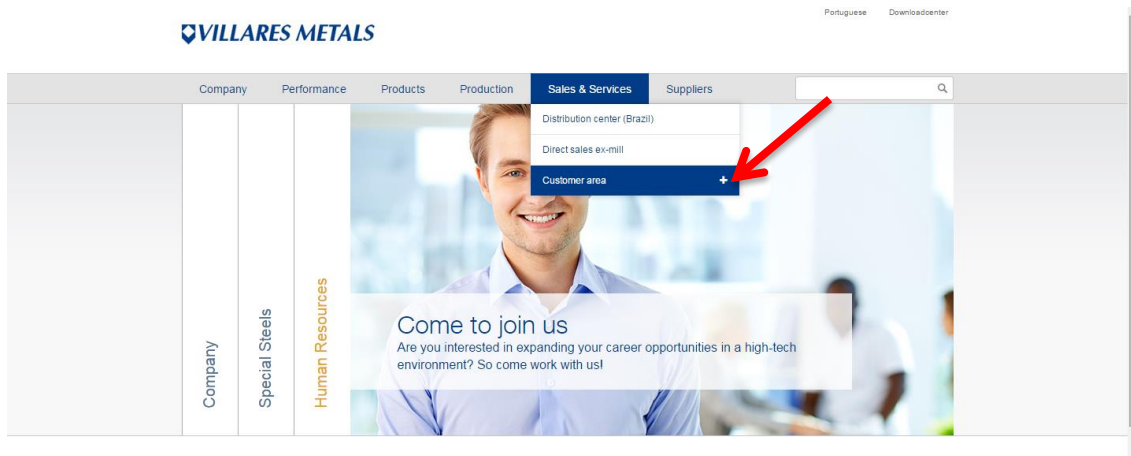
*User's Guide
Customer Portal*

 **VILLARES METALS**

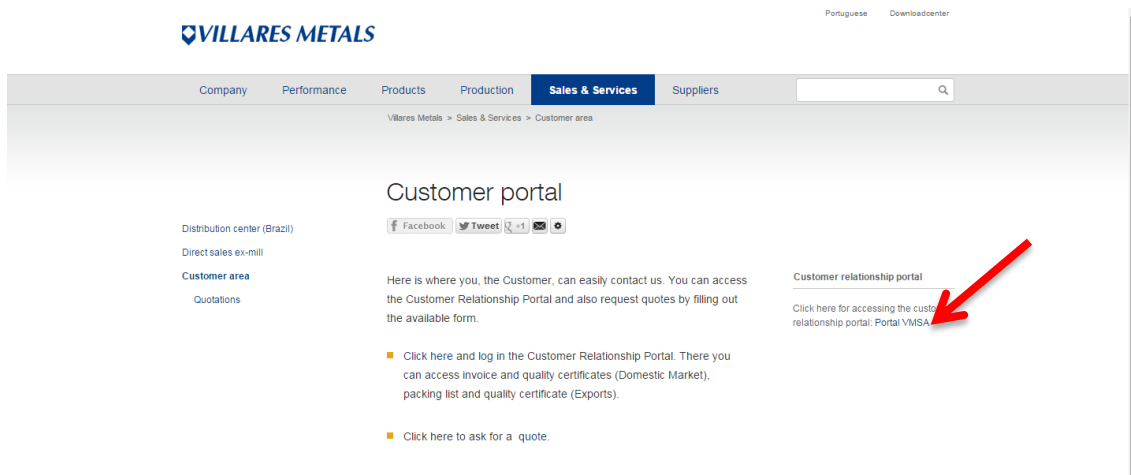
MUITO ALÉM DO AÇO.

FAR BEYOND STEEL.

Access **Villares Metals website** and click on **“Sales & Services”**. Afterwards, click on **“Customer Area”**.



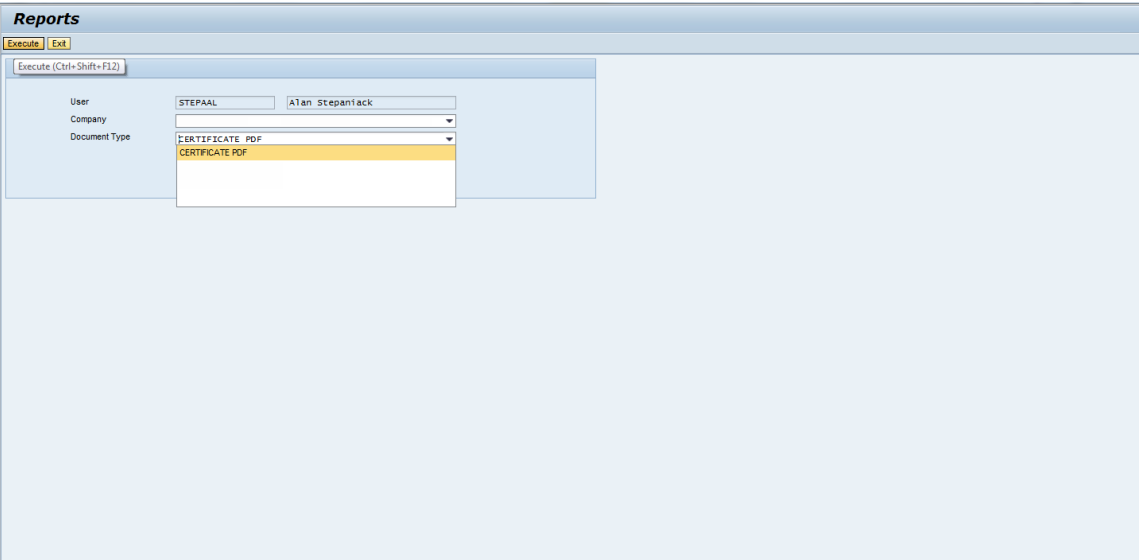
Next step is clicking in the indicated link as you can see below.



Fill out the blanks as follow: **“Usuário”** = your **username**; **“Senha”** = your **password**; **“Idioma”**, choose **English**.



Fill out the blanks as follow: **“Company”** = your company name; **“Document Type”** = select Certificate and click on **EXECUTE**.



In this page, you have more search filters to find your certificate. After fill out the blanks, click on **PROCESS**.

Certificate PDF

Process (Ctrl+Shift+F12) | Process | Back

Certificate: [] to [] [↕]
Document Date: 31.01.201 x to 10.09.2015 [↕]
Bundle: [] to [] [↕]
Invoice: [] to [] [↕]
Nota Fiscal: [] to [] [↕]

Certificate	Customer	Customer Name	Bundle	Document Date	Invoice	PO Number	Nota Fiscal	Serie
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Select the **line** of your certificate and click on the icon to view the PDF file (“**Visualizar PDF**”).

Certificate PDF

Process | Back

Certificate: [] to [] [↕]
Document Date: 31.01.2015 to 10.09.2015 [↕]
Bundle: [] to [] [↕]
Invoice: [] to [] [↕]
Nota Fiscal: [] to [] [↕]

Certificate	Customer	Customer Name	Bundle	Document Date	Invoice	PO Number	Nota Fiscal	Serie
718194	894	Visualizar PDF	161340701	22.07.2015	1341E14	P017877	102255	1

