

Procedure for registration of artisan on eBay

1. Go to <https://www.ebay.com>
2. Click to Sell
3. **Make money selling on eBay** - Sell your items fast millions of buyers are waiting.
 - Click List an Item
4. **Start your listing** – Tell us what you are selling?
 - Enter Item Name
5. **Category (Enter a category value)** – Click on Suggested value
 - (a) **Add details to sharpen results**
 - Brand
 - Type
 - Colour
 - Shape
 - Features
 - Material
6. **Confirm Details** – Select the condition of your item
 - New
 - Open Box
 - Seller refurbished
 - Used
 - For parts or not working**Click to Continue to Listing**
7. To buy and sell on www.ebay.com or other eBay sites internationally, existing users can login using their credentials or new users can register an eBay account on ebay.in. Kindly note you can no longer buy or sell on eBay.in.
8. **Sign in to eBay or create an account**
 - (a) **Personal Account**
 - First Name
 - Last Name
 - Email
 - Password
 - Register
 - (b) **Business Account**
 - Business Name
 - Business Email
 - Password
 - Business Location (Select Name of Country) - If you don't have a legal business, enter country of your residence.
 - **Register**
9. **PICK YOUR SECRET QUESTIONS** - Give yourself another secure way to recover your account in case your information becomes outdated.

- **Question 1** : Select an Option - Answer
- **Question 2** : Select an Option - Answer
- **Question 3** : Select an Option – Answer
- **Click to Confirm**

10. If you start selling, your eBay fees will be in: Indian Rupee (INR). You can change your currency or contact Customer Support for further assistance - Provide your contact info :

- Name of Country
- Address
- Additional Information (Optional)
- City
- Select your State – Pin Code
- Mobile Number
- I only have a landline Number
- **Click to Continue**

11. **Welcome to your new Listing too** - Your new listing experience is here. It is simplified and has a host of new features for you to take advantage of. Try it out today and let us know what you think.

- Simpler, faster, and refreshed layout
- Video and new photo editing features
- Wirelessly import photos from your phone
- Customize your tool; you can decide which listing features to show

12. Complete your listing

(a) **PHOTOS & VIDEO – Tips –**

- Photo upload formats should be .jpeg, .png, gif, .tiff, .heic or .bmp., and at least 500px on the longest side.
- Video upload is limited to 150MB or about 1 minute long.

(b) Import from Mobile

(c) **Import from Web**

(d) **Provide photos for your listing**

- Add photos or drag and drop
- Add video or drag and drop

(e) **Gallery Plus**— \$0.35 - Display a large photo in search results. A listing fee applies whether or not your item sells.

13. **Title** – See All Options - Enable the items below that you'd like to show as an option when listing an item.

- **Bold Title** : Stand out with a bold title in search results (non-refundable fee applies).
- **Subtitle** : Subtitles appear in our search results in the list view, and can increase buyer interest by providing more descriptive info. A listing upgrade fee of applies whether or not your item sells.
- Enter Item Title

14. Item Category

- **First category** – Enter value – selected – suggested – all categories
- **Second category** – Enter value – all categories
- You can also edit category by clicking Edit
- **Done**

15. ITEM SPECIFICS

(a) Additional details are required: Brand

(b) Required - Buyers need these details to find your item.

- Brand : Premium – Unbranded – Handmade – Show all
- Type

(c) Additional - Buyers also search for these details

- **Colour** : Main color of the product itself. If the product has multiple colors, enter the main or most dominant color in the open field first and then add the additional colors, separating the colors by a comma. If the product has multiple colors with no dominant colors, select “Multicolor”. This doesn't include the product's packaging.
- **Shape** : Shape or form of the product, may contain many different shapes or have a single shape
- **Features** : Secondary attributes or functions that are not essential to the main function of the product
- **Material** : Main or most used material of the product itself, does not include the product's packaging
- **Style** : Distinct design appearance of the product
- **Department** : Gender and/or age grouping characterized by the category
- **MPN** : Manufacturer Part Number (MPN) is a product identifier given by the manufacturer, can be the same as the model number, part number, or style code. Characterized by a combination of numbers, letters, and/or symbols.
- **Model** : Brand or manufacturer's specific name used for the product, characterized by brand followed by model name
- **Pattern** : Design on the product

- **Theme** : Type of visual style or design subject of the product
- **Country/Region of Manufacture** : Geographic location where the product is manufactured. This doesn't include where the individual components are manufactured nor the country where the product is sold from.
- **Personalised** : Whether the product is or can be personalized. Personalization includes text, images, patterns and/or graphic designs.
- **Year Manufactured** : Year the product was produced by the manufacturer, not the same as the year the product was sold or the product's expiration date
- **Item Diameter** : Measured distance of the product from end to end through the center of the product, can be the same as the item's width
- **Item Height** : Measured height of the product when placed in its upright position, measured from the top of the product to the bottom
- **Item Length** : Measured length of the product when placed in its upright position, measured from the left side of the product to the right side
- **Item Weight** : Measured amount of weight of the product itself. This does not include the product's shipping packaging nor the weight capacity of the product.
- **Item Width** : Measure of the shortest horizontal side of the product from end to end, not the same side as the item length or item height.
- **Manufacture Warranty** : Type of warranty and the remaining length of time on the warranty the product has. Additional information can be specified in the product description. The product description needs to include one of the following A. the full text of the written warranty or service contract or B. a statement explaining how to get a free copy of the written warranty or service contract upon written request.
- **Product Line** : Manufacturer collection or collaboration that the product belongs to.

16. **Item Condition** :

- **New** : A brand-new, unused, unopened, undamaged item in its original packaging (where packaging is applicable). Packaging should be the same as what is found in a retail store, unless the item is handmade or was packaged by the manufacturer in non-retail packaging, such as an unprinted box or plastic bag. See the seller's listing for full details.
- **Open Box** : An item in excellent, new condition with no wear. The item may be missing the original packaging or protective wrapping, or may be in the original packaging but not sealed. The item includes original accessories. The item may be a factory second. See the seller's listing for full details and description.
- **Seller refurbished** : An item that has been restored to working order by the eBay seller or a third party not approved by the manufacturer. This means the item has been

inspected, cleaned, and repaired to full working order and is in excellent condition. This item may or may not be in original packaging. See the seller's listing for full details.

- **Used** : An item that has been used previously. The item may have some signs of cosmetic wear, but is fully operational and functions as intended. This item may be a floor model or store return that has been used. See the seller's listing for full details and description of any imperfections.
- **For parts or not working** : An item that does not function as intended and is not fully operational. This includes items that are defective in ways that render them difficult to use, items that require service or repair, or items missing essential components. See the seller's listing for full details.

Select any one and press Done

17. **Description** : Provide a description for your item. Tell buyers about unique features, and/or why you are selling it –

- **Show all options** :
- Before continuing, check out these tips
- Buyers trust simple, consistent formatting.
- We recommend sticking with black 14pt font.
- To save time, use templates.
- **HTML source code** : HTML content won't be displayed on the first page of your View Item page on mobile. Since mobile buyers account for over 80% of traffic, consider minimizing your use of HTML as much as possible.

18. **Pricing** – See All Options - Enable the items below that you'd like to show as an option when listing an item :

- (a) **Autofill pricing details** : Allow the Buy It Now price or auction starting bid to be autofilled based on similar or matching items.
- (b) **Buy It Now** : Add a fixed price option to your auction.
- (c) **Reserve price** : Set the lowest price you're willing to sell an item for (non-refundable fee applies).
- (d) **Best offer** : Accept, counter, or decline offers submitted by buyers.
- (e) **Scheduling** : Select the time and date you want your listing to go live (non-refundable fee applies).
- (f) **Sell as a lot** : Group similar or identical items together to sell to a single buyer.
- (g) **Auto relist** : Automatically relist this item up to 8 times if it doesn't sell with no insertion or optional listing upgrade fees.
- (h) **Private listing** : Allow buyers to remain anonymous when they bid on or buy an item.

(i) **Format** : Auction :

- Auction Duration : 3 Days, 5 Days, 7 Days, 10 Days
- Starting Biding – Enter price
- Buy it now (Optional) : Enter price
- Reserve price (optional) — fees apply (This is the lowest price you're willing to sell an item for. A non-refundable listing fee, charged when the listing goes live, applies whether or not the item sells)
- Quantity : Enter quantity
- Schedule your listing - Your listing goes live immediately, unless you select a time and date you want it to start.
- Auto relist : Automatically relist this item up to 8 times if it doesn't sell with no insertion or optional listing upgrade fees. Use the sales tax table to manage the tax rate for jurisdictions where you may have an obligation to collect sales tax from buyers.

19. **SHIPPING** : Shipping method – See All Options : Enable the items below that you'd like to show as an option when listing an item.

(a) **Autofill shipping details** : Allow details such as the package weight/dimensions and carrier to be autofilled based on similar or matching listings.

(b) **Irregular package** : Pack your items in non-rectangular boxes as needed (additional shipping charges may apply).

(c) **Domestic Shipping** : Handling cost : Add an additional charge to cover packing and materials.

(d) International shipping

(e) Local Pick up

(f) **Excluded locations** : Set specific locations that you don't want to ship to.

(g) **Shipping method** :

- Standard shipping : Small to medium items
- **Freight** : oversized items
- **Local pick up only** : sell to buyers near you

(h) Package weight

(i) **Package dimensions**

These details are an estimate based on listings like yours: 2 lbs 0 oz, 14.0 x 12.0 x 9.0 in.

(j) Select if irregular package

(k) **Domestic Shipping** : Cost type –

- Flat rate: Same cost regardless of buyer location
- Calculated: Cost varies based on buyer location

(l) **Domestic services** : USPS Priority Mail¹ - 4 business days¹ to 4 business days.

- Offer free shipping – Select

(m) **Preferences** - Your Settings :

- **Handling time** – Enter Business Days
- **Item location** - Country or region – Enter Country Name
- Zip Code
- City, State
- **Domestic returns** - Accept returns - Allow returns for items purchased domestically
- **International returns** - Accept returns - Allow returns for items purchased internationally.
- No returns accepted unless item is not as described

(n) **PROMOTED LISTINGS** - Promoted Listings Express lets you boost visibility for your auction-style listings with just a few clicks. Pay one flat fee upfront and your listing could appear in sponsored ads on similar listings' pages. Promoted Listings Express is available to all sellers whose seller level is Above Standard or Top Rated with enough account activity.

(o) **Preferences** – Payment : When buyers check out, they'll select one of the payment methods offered by eBay. The funds will then be sent to your checking account. You can edit your payout settings under Payments in Seller Hub.

- Require immediate payment when buyer uses Buy It Now.

(p) **Charity** : Donate for this listing If your item sells, you agree to donate the percentage of your item's final sale price to support the charity you chose. You will receive a donation receipt and discount for your fees of an equal percentage. Learn more. PayPal Giving Fund (PPGF) receives your donation and grants 100% to a charity no later than 30 days after the end of the month in which the donation is made. Donations are non-refundable and typically tax deductible. PPGF may be unable to grant funds to a charity if the charity has lost tax exempt status, has closed, or no longer accepts funds from PPGF. By donating, you accept the eBay for Charity Terms & Conditions.

- **What is eBay for Charity** : eBay for Charity makes it easy to support great causes.

Donate a percentage of your sale to a charity of your choice.

- (a) Select a charity and donation percentage.
- (b) Sell and ship the sold item after payment is received.
- (c) Receive a donation receipt and a discount on your final value fees of any equal percentage

List it for free.