



## How To Manage Your ACID Profile Web Page

### **How Do I Get To My Profile?**

You will need to go to <http://www.acid.uk.com/> then click on Marketplace Login. This will then take you to the log in area. If you have not previously logged in the you will need to use your membership ID number as your password.

Below are some pointers to help you manage your profile and all areas can be edited unless stated.

*Nb only your company name & description will be shown to other ACID Members, Design Buyers and Legal Affiliates*

### **COMPANY NAME**

You are unable to alter this. Should you wish to amend the name of your company then please contact the ACID office.

### **COMPANY DESCRIPTION**

Directly under the company name there is space for your company description. This will be visible to other members and design buyers when they browse the marketplace. By clicking on the 'edit' button you will be taken to another screen where you can alter and save the description.

### **COMPANY LOGO**

On the right hand side of the screen, we have uploaded your logo. Should you need to amend your logo (higher pixel or new one) you can upload the relevant logo here. The logo will be automatically resized.

### **CONTACT DETAILS**

Here are your main contact details. If you do not have a Facebook or Twitter account then these fields will not show—only fields completed will be visible.

### **ACID MEMBERSHIP**

This area shows you details of your membership time, last payment and next instalment.

### **MARKETPLACE SUBSCRIPTION**

This area shows you the subscription period, maximum number of designs that you have promoted. Also give you the ability to choose to purchase more marketplace space and also to visit your marketplace.

### **MEMBER DETAILS**

This shows when you joined ACID, Number of designs uploaded, when the last design was uploaded and what region you are based in.

### **PRIMARY CONTACT DETAILS AND INVOICE ADDRESS**

This displays the main contact of the company and the address for the invoice.

### **MEMBER DETAILS**

This shows your address, industry, turnover and source (how you heard about us).

### **USER DETAILS**

This shows who is currently logged into the account

### **ACCOUNT USERS**

This shows who, within your company, has access to your account. *Should you wish to add anyone to the account you will need to send an email to [info@acid.uk.com](mailto:info@acid.uk.com) with the Full Name, Department, Role and Email Address.*

### **YOUR INVOICES**

Here you will be able to view/print your invoices.




Below is an example image of your 'My Profile' page. From here you will be able to access ACID's main website and all of the services that we offer.

Home About ACID Join ACID ACID Network News & Events Services Shop

MY PROFILE MY DESIGNS ACID AFFILIATES ACID MARKETPLACE

### ACID ANTI COPYING IN DESIGN

ACID (Anti Copying In Design) was created in 1996 by designers for designers and manufacturers who uphold the value of original design. ACID is committed to raising awareness and encouraging respect for IP within individual and corporate responsibility and creating a safer trading environment for its members. By encouraging design talent and nurturing and developing fairer trade in design, we help our members protect their livelihoods to maximise growth and minimise IP infringement.



[Edit Your Description](#)

#### CONTACT DETAILS

Telephone	0845 644 3617	Fax	0845 644 3618
Twitter	@ACID_tweets	Facebook	/Anti.Copying.In.De...
LinkedIn	lgroups?gid=3520177	Website	www.acid.uk.com/v
Email	info@acid.uk.com		

[Edit Contact Details](#)

#### A@ID MEMBERSHIP

Membership Period  
**01/02/1970 - 30/09/2014**

Last Payment  
**01/01/1970**

Next instalment  
**N/A**

#### MARKETPLACE SUBSCRIPTION

subscription period 01/10/2013 - 30/09/2014

maximum number of designs promoted 10

[Purchase additional marketplace space](#)

[visit your marketplace](#)

#### MEMBER DETAILS

Member Since  
**01/07/2012 @ 00:00**

Designs Uploaded  
**11**

Last Design Uploaded  
**01/01/1970 @ 01:00**

Based In Region  
**South West England, UK**

#### PRIMARY ACID CONTACT DETAILS AND INVOICE ADDRESS

Name	Jane Banyal	Invoice	
Telephone	0845 644 3617	Address	PO Box 5078 Ledbury Road Gloucester Gloucestershire GL19 3YB United Kingdom
Email	jane.banyal@acid.uk.com		
VAT/EU			
Registration			

[Edit Contact And Invoice Details](#)

#### YOUR INVOICES

- [mod99vsl1n - due 25/11/2013](#)
- [moma17vcs45 - due 29/10/2013](#)
- [mopb16m2nto - due 24/10/2013](#)
- [mpeu15o9o9o - due 23/10/2013](#)
- [mopb14o9fo - due 23/10/2013](#)

[View All Invoices](#)

#### MEMBER DETAILS

Address	PO Box 5078 Ledbury Road Gloucester	Industry	Product Design
Town	Gloucester	Turnover	Annual Turnover between 500K and 5M
County	Gloucestershire	Source	Friend / Colleague
Postcode	GL19 3YB		
Country	United Kingdom		

[Edit Member Details](#)

#### YOUR USER DETAILS

Name	Jane Banyal	Role	CEO
Email	jane.banyal@acid.uk.com	Department	Sales

[Edit Your User Details](#)

[Change Your Password](#)

#### ACCOUNT USERS

User's Name	Email Address	Role
Belva Howarth	belva.howarth@acid.uk.com	Payments - Accounts

### **MY DESIGNS**

In this area you are able to upload your designs. Along with uploading your images you can also include supporting documents e.g. dimensions, agreements, previous sketches etc. Once you have uploaded your designs ( at a small cost of £1.00 +vat per submission) you can decide whether you wish to promote these using the ACID Marketplace. For more information regarding uploading your designs please click [here](#).

### **ACID AFFILIATES**

Here is where you can search for a Legal Affiliate. You can use the filter options to search by category or location. Also you can click on the category buttons. Once you have done this you will then be shown a list of all the Affiliates that match your search criteria. For more information about searching for Legal Affiliates please click [here \(need to insert link when completed\)](#).

### **ACID MARKETPLACE**

ACID Marketplace is a great conduit for design buyers and ACID Members to interact and create positive business relationships. You can view Marketplace designs, which will introduce you to the work of other Members and also give you the opportunity to collaborate with other designers if you wish to do this. You choose whether to keep your designs hidden, viewable by invitation only, or use your exhibition space to market your designs and products. And remember - every viewing is tracked and listed for you in your profile.

### **MEMBERS AREA**

This is currently accessible through My Designs and ACID Marketplace pages. Here you will have access to all the information regarding membership and the benefits.

### **OTHER LINKS**

On your Profile page, you will have access to the following:

- © **Home**—ACID Main Home Page
- © **About ACID**—ACID (Anti Copying in Design) was created in 1996 by designers for designers and manufacturers who uphold the value of original design. ACID is committed to raising awareness and encouraging respect for IP within individual and corporate responsibility and creating a safer trading environment for its members. By encouraging design talent and nurturing and developing fairer trade in design, we help our members protect their livelihoods to maximise growth and minimise IP infringement.
- © **Join ACID**—Join ACID and become part of a powerful organisation committed to fighting design theft.
- © **ACID Network**—Since the 1990s ACID has been building a robust network and community of professionals who support the vision of creating a safer trading environment for the creative industries to flourish and innovate.
- © Our partnerships and affiliations are ever-growing and expanding internationally. From legal, media, and retail support to trade associations, educational institutions, and high-profile design events, ACID is a leading-edge organisation strengthened by its diverse affiliates.
- © If you are interested in joining our network please contact us.
- © **News & Events**—Stay on top of the latest ACID, member, and IP news here.
- © **Services**—ACID offers other services outside the scope of an ACID membership which also aim to educate, prevent, deter, and support intellectual property rights.
- © We cater to a broad range of clients from academic institutions to trade events to individual companies. We are happy to help you in any way that we can.
- © **ACID Shop**— this is your one-stop shop for generic IP protection agreements, confidentiality agreements, royalty agreements, legal forms and letters, deterrent merchandise and much, much more. Everything in the ACID Shop is being provided at a special price for ACID Members. Even non-members wishing to buy our products will find the full retail price considerably less expensive than paying lawyers to draft these basic agreements!



*If you have any further questions please use our [FAQs](#) or contact the office directly.*

**Tel: 0845 644 3617**  
**Email: [info@acid.uk.com](mailto:info@acid.uk.com)**