

# Distriply One Onboarding for non-accredited and independent travel consultants

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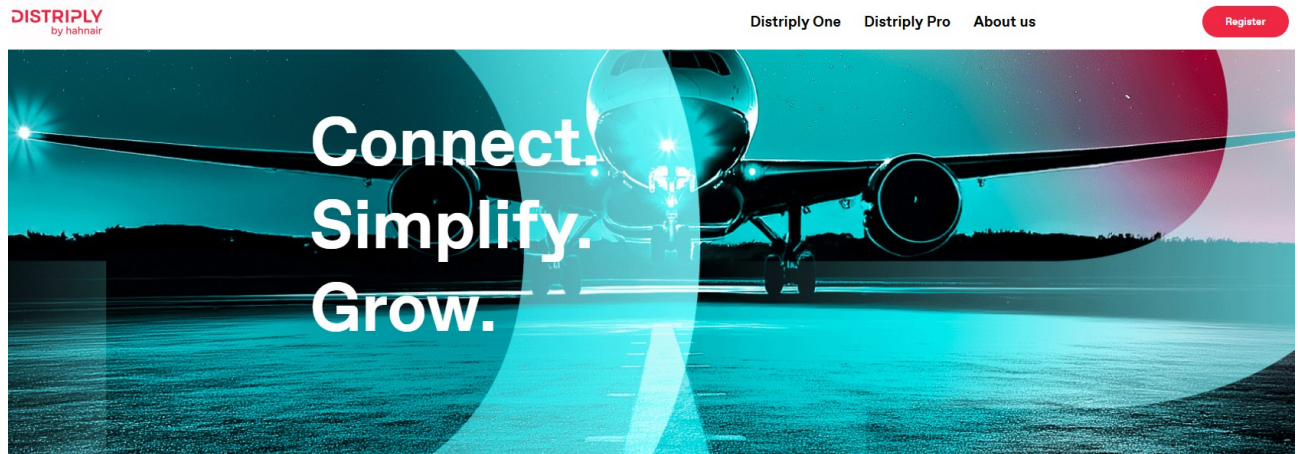
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## 1. The Sign-Up Process

### Step 1: Initiating the Sign-Up

- Visit the Distriply website <https://www.distriply.com/> and click the red “Register” button.



- Enter your primary email address to begin the registration. This should be the main contact for your agency or seller account; individual user profiles can be created later.

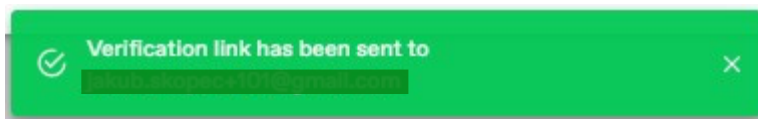
### Distriply One Registration

Email

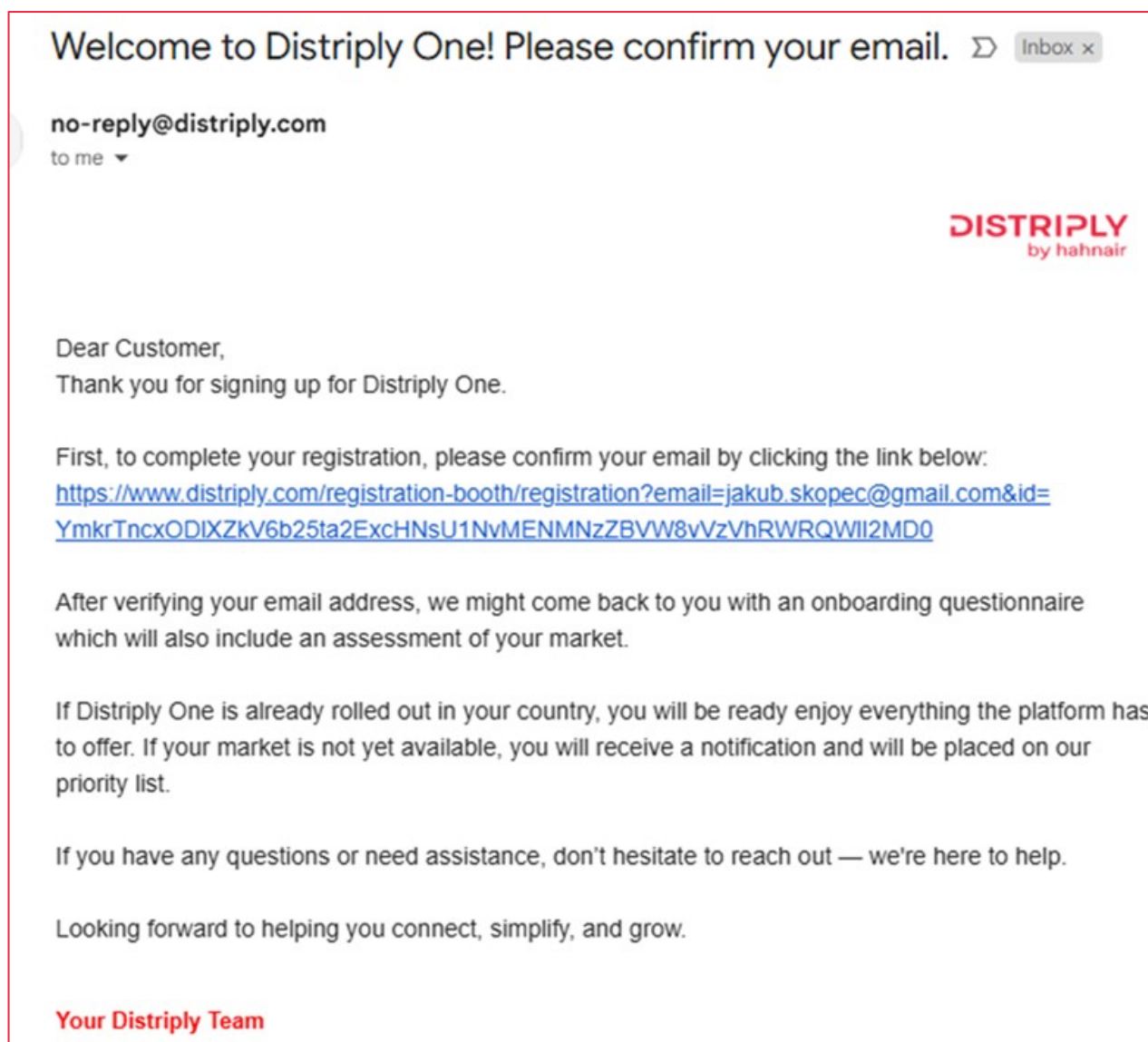
VERIFY

## Step 2: Verifying the Email Address

- You will receive an email from no-reply@distriply.com asking you to verify your email address.



- Click the link in the email to verify your email address and proceed with the next steps of the registration.



- Once the email address is verified, you will be prompted to provide additional details.

### Step 3: Providing a Phone Number (for Agencies/Sellers Already Registered with Hahnair)

If your company is already registered with Hahnair, you only need to enter a valid mobile phone number. This number will be used as your username for logging in.

- The phone number must be able to receive text messages (SMS); landline numbers are not supported.

Distriply One Registration

Email

☐ Mr. ☐ Ms. ☐ Mrs.

Company Name/Trading Name

First Name

Last Name

Country (please select)

Mobile Phone Number (Sample: +49 123 1234567)

Repeat Mobile Phone Number

Please provide your mobile phone number capable of receiving a SMS one time password message. Do not enter your office landline number.

Distriply Newsletter

☐ I want to sign up for the Distriply One newsletter.

Distriply One Terms and Conditions

Distriply One

Terms and Conditions

Version 1, May 2025

We at Distriply appreciate your decision to use our Service Distriply One.

☐ I accept Distriply One Terms and Conditions. (Please scroll down the text to activate the checkbox)

REGISTER

### Step 4: Providing Additional Details (for agencies/sellers new to Hahnair)

- If your company is new to Hahnair, you will be asked to provide a few more details, including:
  - Company Name (legal entity) and trading name, if different
  - Name and Surname of the main contact person



- Country of registration
- A mobile phone number to be used as your login username. This number must be able to receive text messages (SMS) and cannot be a landline.

### Distriply One Registration

Email

☐ Mr.

☐ Ms.

☐ Mrs.

Company Name/Trading Name

First Name

Last Name

Country (please select)

Mobile Phone Number (Sample: +49 123 1234567)

Repeat Mobile Phone Number

Please provide your mobile phone number capable of receiving a SMS one time password message. Do not enter your office landline number.

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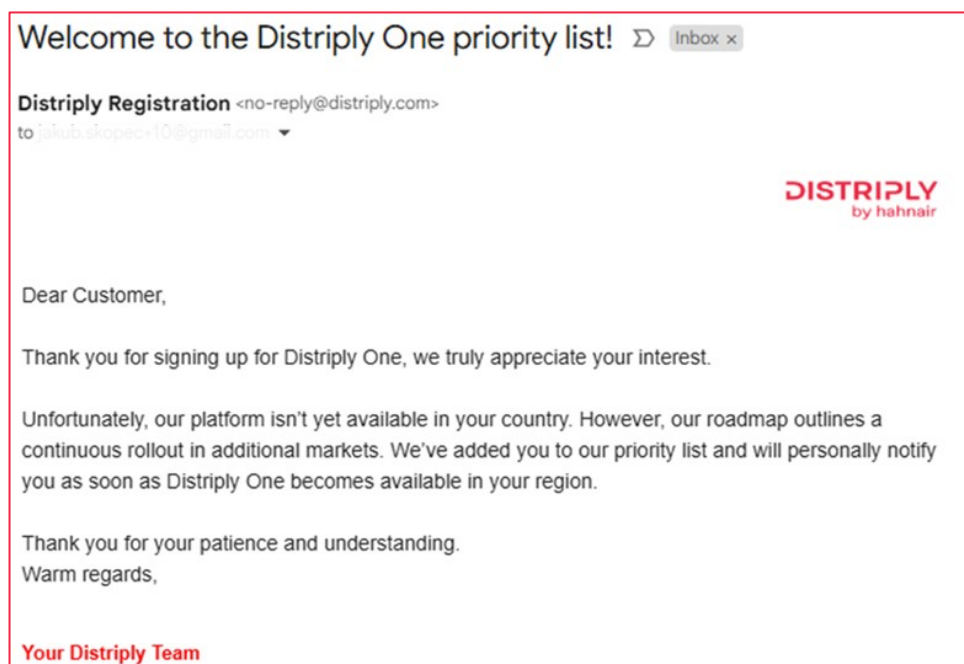
REGISTER

## Step 5: Accepting the Terms and Conditions

- Read through the Terms and Conditions carefully. You must scroll through the entire document before the Register button becomes clickable.
- If you agree to the Terms and Conditions, tick the acceptance box.
- Click Register to complete the process.

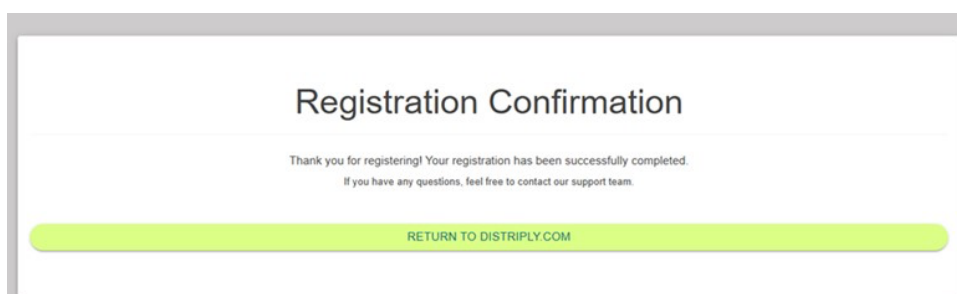
## Step 6: Checking Market Eligibility

- The system will check if your country is supported. If your market is eligible, your account will be created.
- If your market is not currently supported, you'll be notified via email and placed on a waiting list. Once your market becomes eligible, you will receive an email invitation to complete your registration.



## Step 7: Account Creation

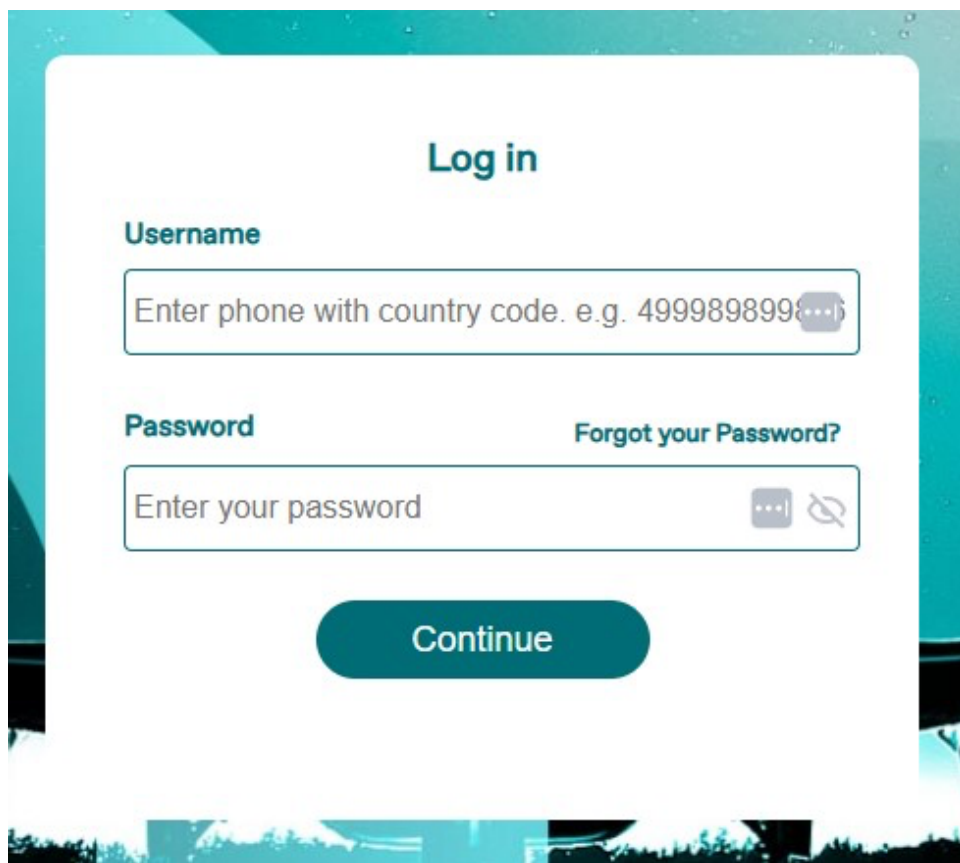
- Congratulations! Your account has been created.



- Your login credentials (username and password) will be sent via email from [no-reply@distriply.com](mailto:no-reply@distriply.com).
- You will also receive an one-time password (OTP) via SMS on the mobile number provided during registration.

## Step 8: Logging in

- Go to <https://one.distriply.com/login> and log in using your credentials.



**Log in**

**Username**

Enter phone with country code. e.g. 499989899

**Password**

Forgot your Password?

Enter your password

**Continue**

- On your first login, you will be prompted to change your password.
- You're now ready to start booking flights via the Distriply One platform.
- At this stage, you can also add your colleagues as users



## 2. Error Handling & Support

If you encounter any issues during your onboarding process or have any further questions, please contact us at [connect@distriply.com](mailto:connect@distriply.com).

