

FRITZ HANSEN

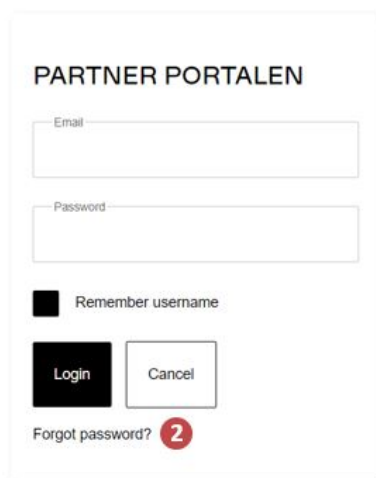
HOW TO CREATE A NEW PASSWORD FOR THE PARTNER PORTAL

You will need a new password to enter the Partner Portal, and in the future, you can always retrieve your password directly on the platform – see first point below.

Next time you log in, you will be asked to create a new password. This can happen in two ways.

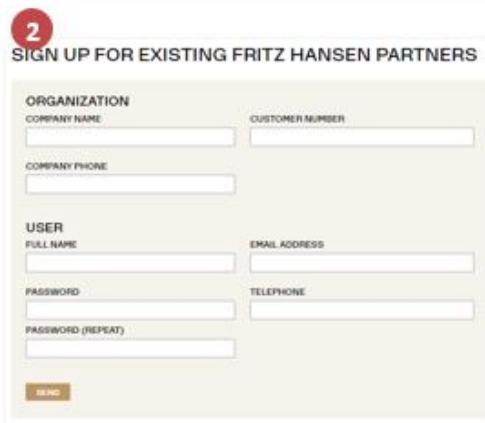
1. I HAVE ACCESS to the email I use when I login to the Partner Portal:

- Go to: partnerportal.fritzhansen.com
- Click **LOGIN → FORGOT PASSWORD?**
- You will receive an email with a link to create a new password
- Username remains unchanged
- You are now ready to use the Partner Portal

A screenshot of the 'PARTNER PORTALEN' login form. It features an 'Email' input field, a 'Password' input field, a 'Remember username' checkbox, and 'Login' and 'Cancel' buttons. A 'Forgot password?' link is located at the bottom right, highlighted with a red circle containing the number '2'.

2. I DO NOT HAVE ACCESS to the email I use when I login to the Partner Portal: You will need to register for a personal login:

- Go to: partnerportal.fritzhansen.com
- Click **SIGN UP**
- Fill out the form. If you do not know your customer number (account number) please write 0000 and we will connect your email with your account no.
- You will now receive a verification email. Please follow the steps in the email to complete your registration.

A screenshot of the 'SIGN UP FOR EXISTING FRITZ HANSEN PARTNERS' registration form. The form is divided into 'ORGANIZATION' and 'USER' sections. The 'ORGANIZATION' section includes fields for 'COMPANY NAME', 'CUSTOMER NUMBER', and 'COMPANY PHONE'. The 'USER' section includes fields for 'FULL NAME', 'EMAIL ADDRESS', 'PASSWORD', 'TELEPHONE', and 'PASSWORD (REPEAT)'. A 'SEND' button is located at the bottom left. A red circle with the number '2' is positioned above the form title.

If you experience any troubles in accessing the Partner Portal, please contact:

salesupport@fritzhansen.com or +45 70 80 70 90 (press 4).