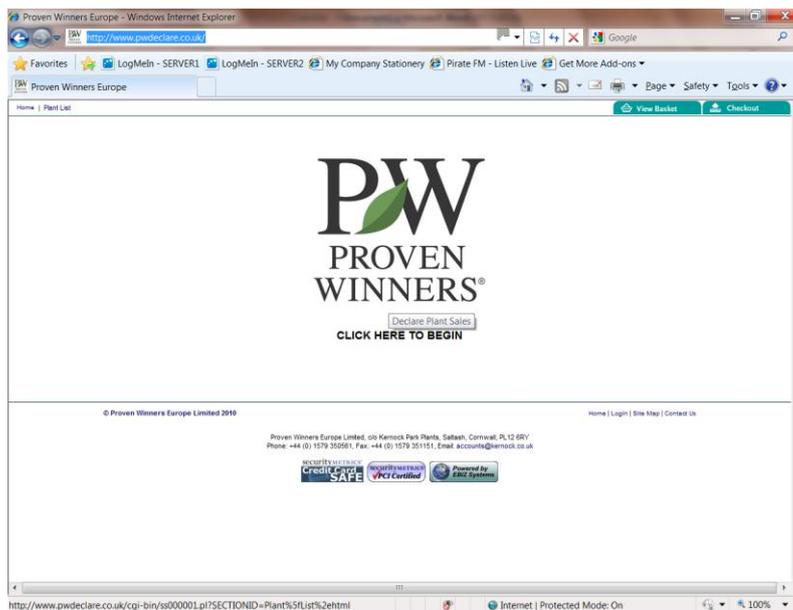
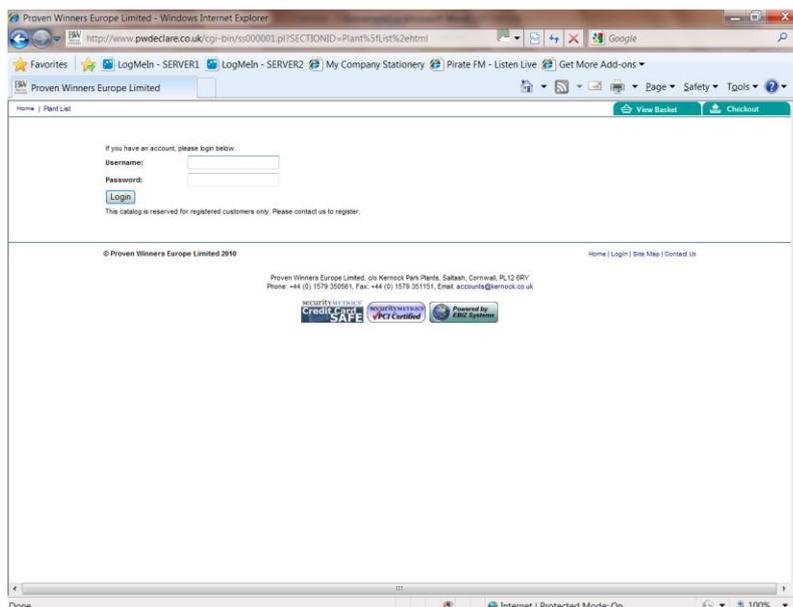


How to Complete your Proven Winners Declarations

- 1) Open your internet browser and navigate to <http://www.pwdeclare.co.uk/>



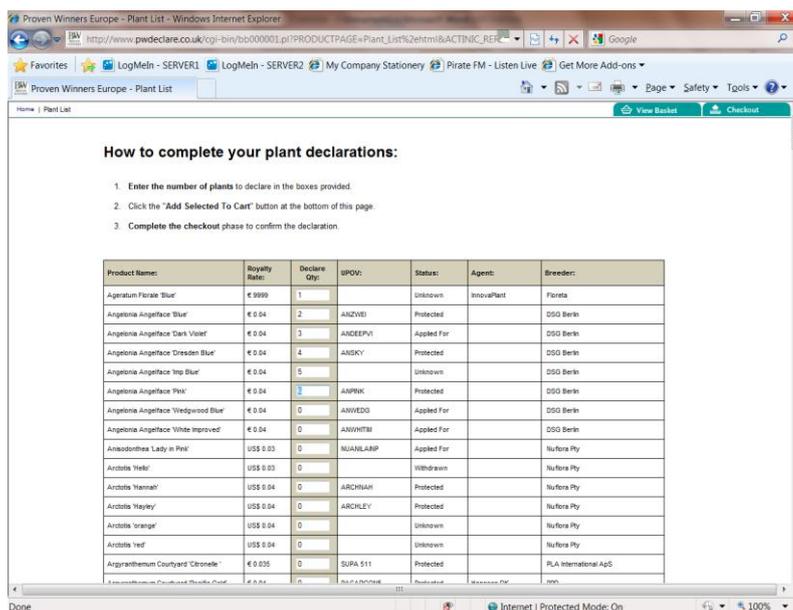
- 2) Click on the Proven Winners logo or the “Click here to begin” link to move to the logon page.



- 3) Enter your unique username and password and click “Login”.

You will be automatically taken to the variety listing where you can enter the number of each variety you wish to declare for the given period.

Important: it is advisable to enter your numbers *in blocks of approximately 40 varieties at a time*. This is to eliminate potential time out errors due to slow internet connectivity between your computer and the websites server. The processing time at the server for each user is restricted to ensure that the server can handle multiple users at the same time should the need arise.



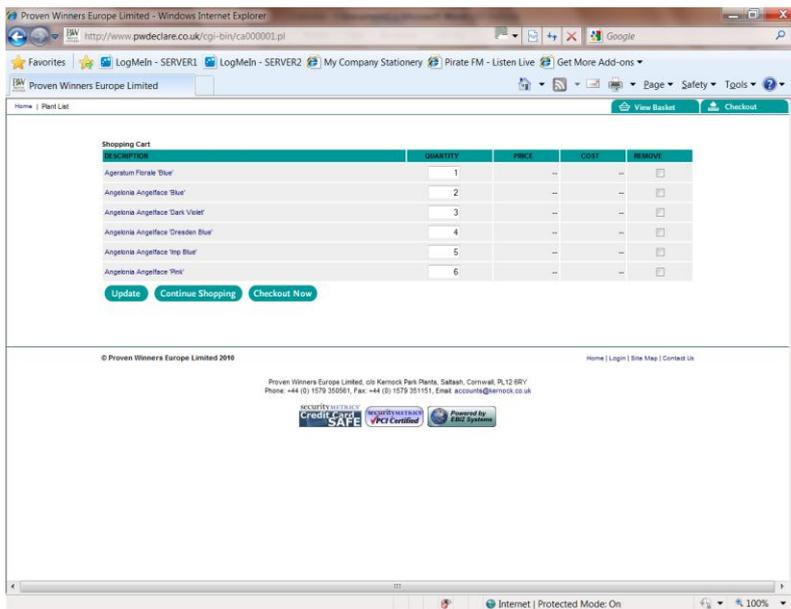
Tip: once you have entered the declaration quantity for a variety, pressing the “Tab” key on your keyboard will take you to the next variety.

Note: **DO NOT** press enter unless you have finished entering your numbers as this will automate the clicking of the “Add selected to cart” button at the base of the page.

- 4) Once you have entered all the values, click on the “Add selected to cart” button at the base of the page.

Add Selected To Cart

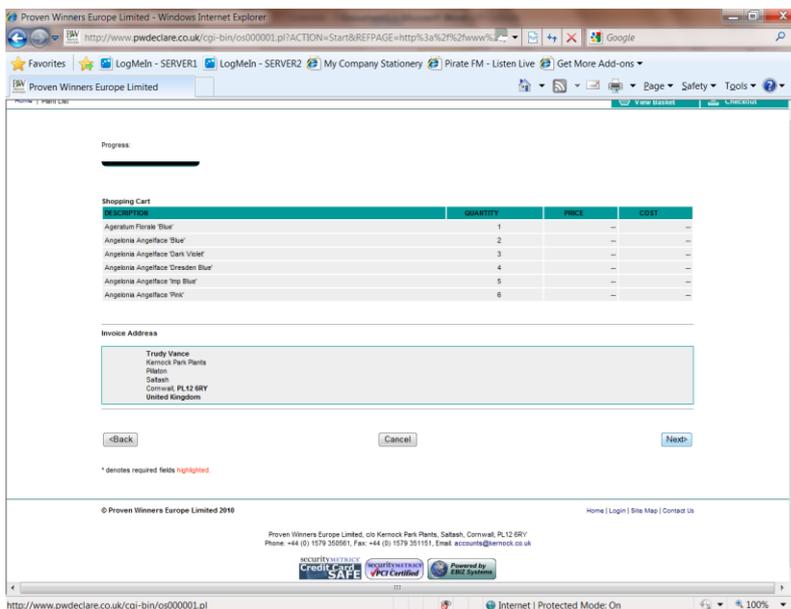
5) Verify the numbers in the cart (amendments can be made here if necessary).



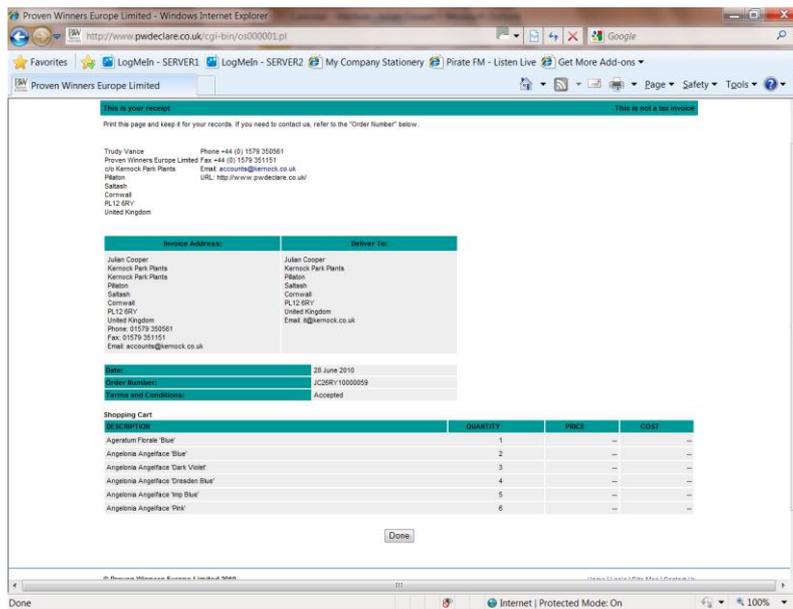
6) Once you are happy with the numbers, click on “Checkout now”.

Checkout Now

7) Confirm the invoice details and click “Next”.



8) You will receive a copy of your completed declaration by email and on screen.



9) Click on "Done" to return to the declaration page and re-start the entry process.