

How do I sign up to receive property prospecting notices?

1. Register to use Tenders Electronic Daily (TED), the online version of the supplement to the EU's Official Journal.

– Go to the following address, fill out the registration form and click the "Register" button.

http://ted.europa.eu/GetRecords?Template=TED/ted_register

The screenshot shows the TED registration form in a Windows Internet Explorer browser window. The address bar displays the URL: http://ted.europa.eu/GetRecords?Template=TED/ted_register. The page header includes the TED logo and the text "TED - Tenders Electronic Daily Supplement to the Official Journal of the European Union". The registration form contains the following fields and options:

- Username:** A text input field with a red circle and the number "3" next to it. Below the field is the text "(5 characters minimum)".
- Password:** A text input field with a red circle and the number "1" next to it. Below the field is the text "(5 characters minimum)".
- Confirm password:** A text input field.
- E-mail:** A text input field with a red circle and the number "1" next to it.
- Last name:** A text input field.
- First name:** A text input field.
- Country:** A dropdown menu with the text "--Please select--".
- Preferred browsing language:** A dropdown menu with the text "English (en)".
- Preferred document language:** A dropdown menu with the text "English (en)".
- I agree to TED Privacy Rules:** A checkbox that is currently unchecked.
- Register:** A green button with the text "Register" and a red circle and the number "2" next to it.

The left-hand menu includes the following items:

- Login:** A link with a red circle and the number "3" next to it.
- Register:** A link with the text "Forgot your password?" below it.
- My TED:** A link with a star icon.
- Anonymous:** A link with a right-pointing arrow.
- Search:** A link with a star icon.
- Browse:** A link with a star icon.

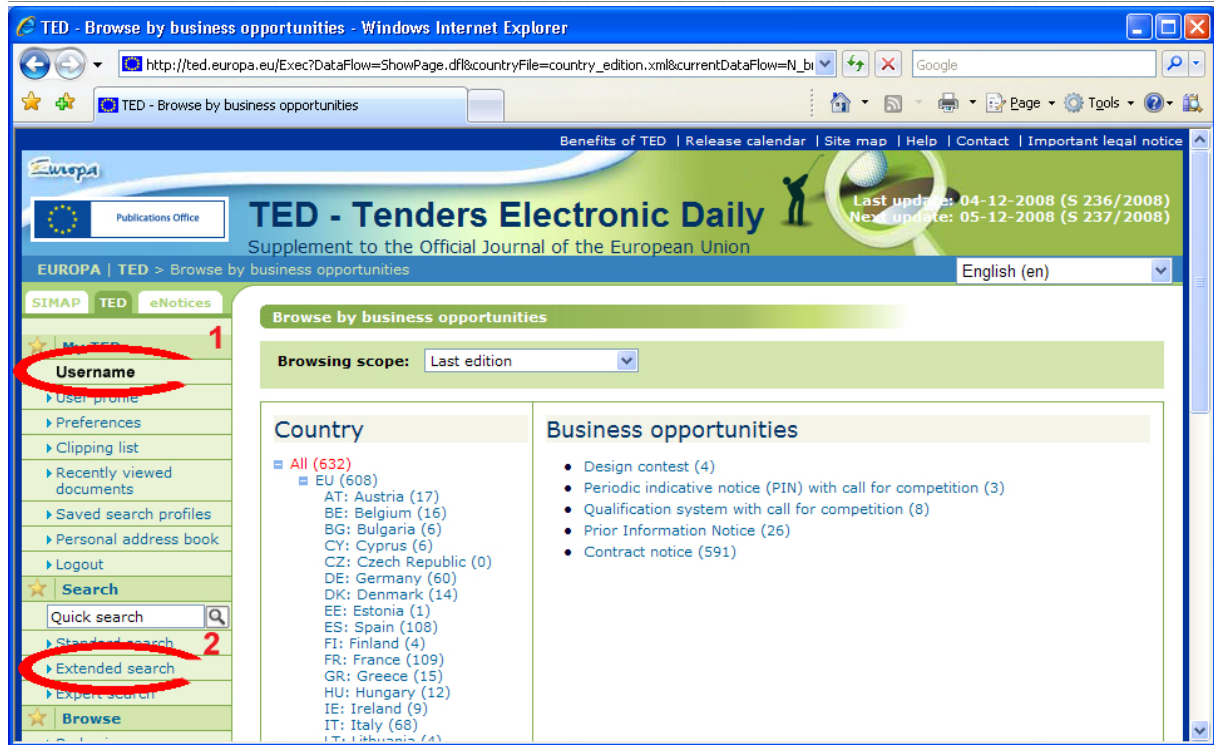
– Don't forget to fill in your e-mail address.

– Submit your registration form by clicking the "Register" button.

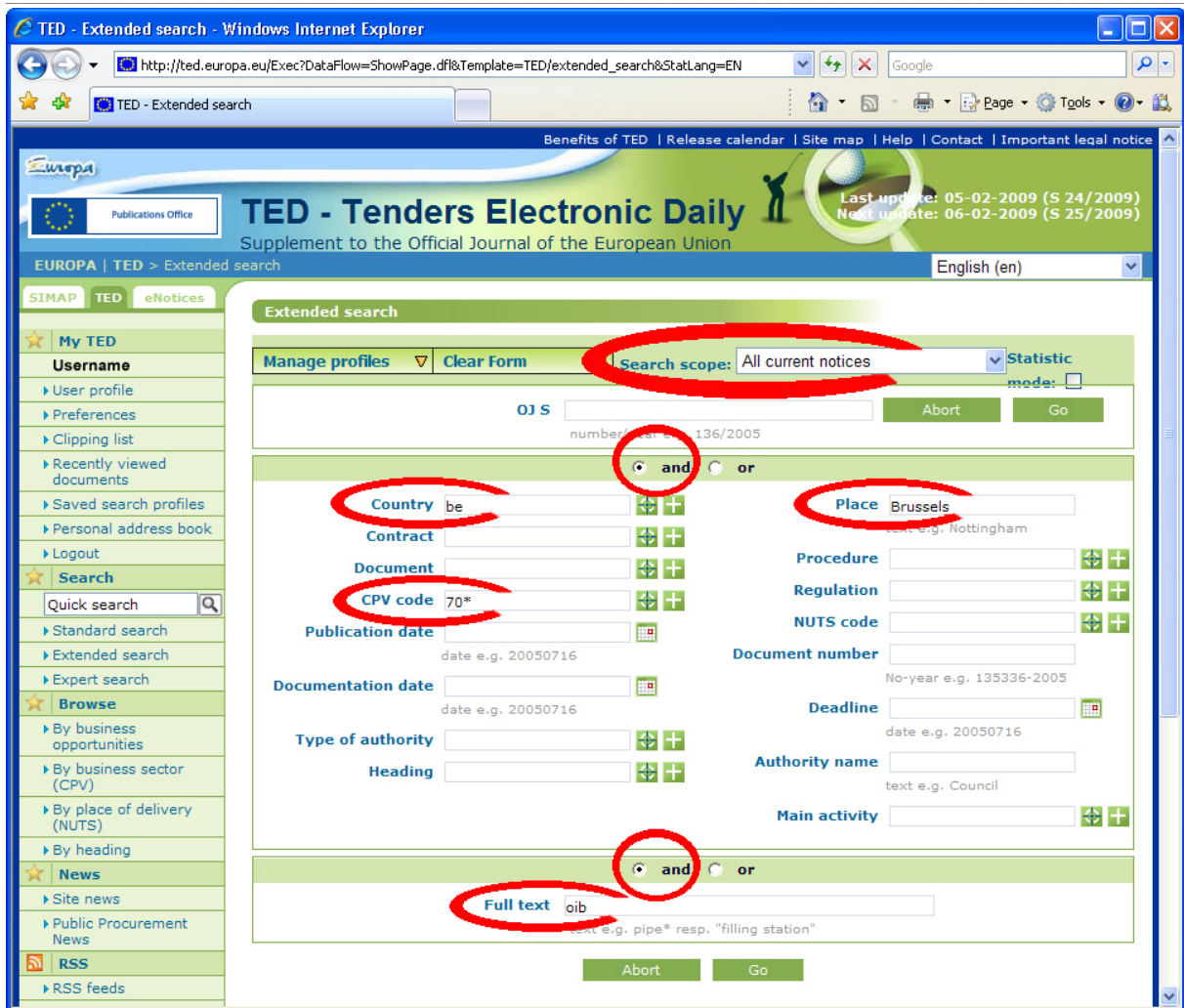
- To finish the procedure, log into TED: enter the login and password that were e-mailed to you in the left-hand menu and click "Go".

2. Create a request to receive property prospecting notices automatically.

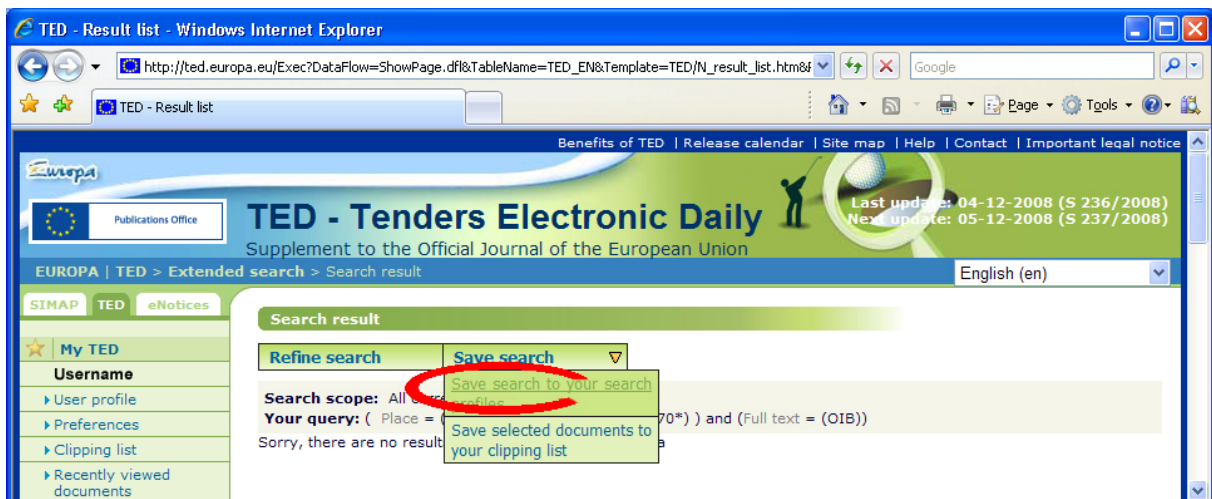
- Click "Extended search" in the left-hand menu.



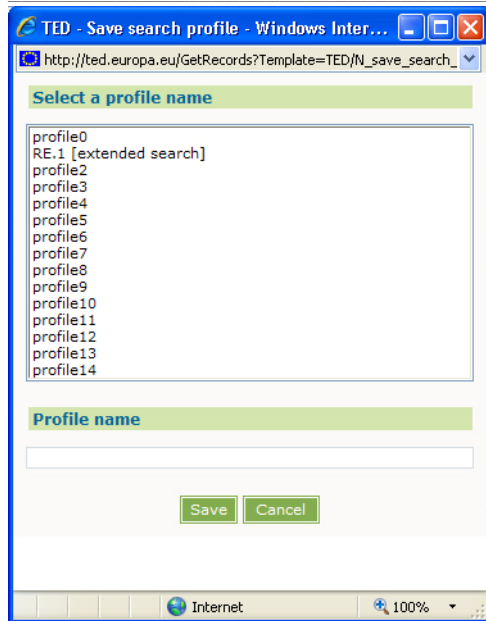
- Enter the search criteria, as indicated in the circled fields in the screenshot below. Then click "Go".



3. Save your search results in a search profile.

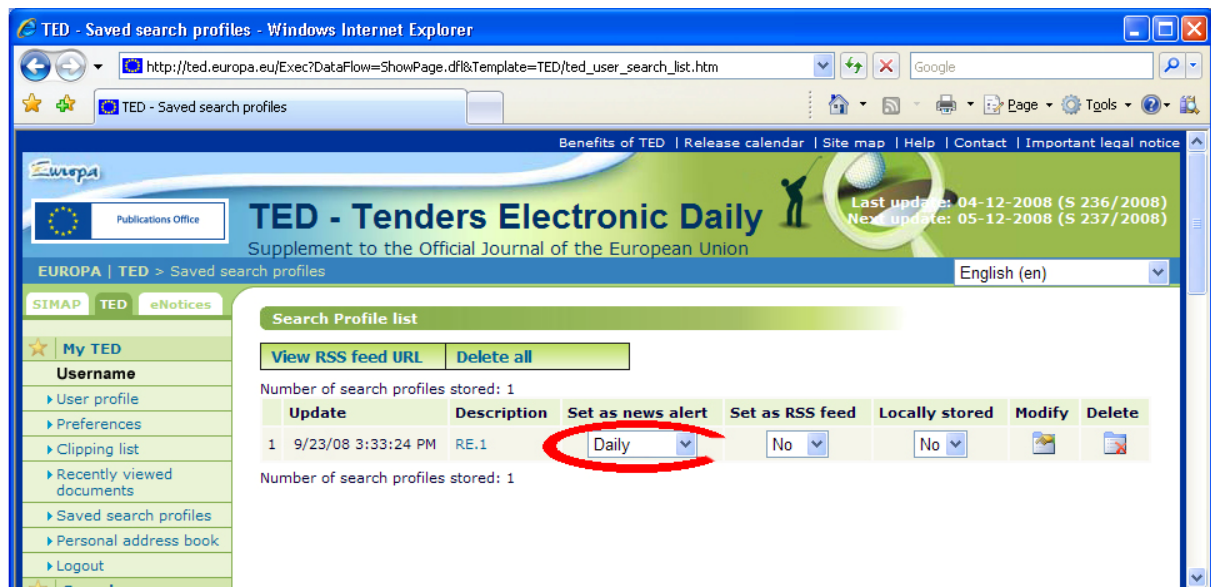


- Select a profile, give it a name and click "Save".



4. Set up a news alert

- In "Saved search profiles", go to the "Set as news alert" field and select "Daily" from the drop-down menu.



You will now automatically receive property prospecting notices for Brussels!