



Steps to use i-buy marketplace™

MHEC's new online e-commerce site!

1. Go to **mhec.net**
2. If you are already an MHEC member — **log in**.
If not, select Apply for Login in the top menu and follow the instructions.
3. Click on the **i-buy Marketplace™ logo** in the top menu.
4. View suppliers as categorized in the **16 icon tiles** or by the list on the left. Some may be found in more than one category.
5. Search for suppliers, products, or services in the **general search bar**, or go within a category to use the **search bar with filters**.
6. Shop, add to cart, view cart, and check out the same as you would when going directly to **an online store**.
7. Search, shop, compare, request quotes, and buy — **all on one site!**

*Page appearance and the ability to transact business will change depending on individual supplier's e-commerce capabilities.