Creating a MySUSTA Account is the first step in participating with SUSTA!

Go to [www.susta.org](http://www.susta.org) and click ‘Sign Up’ to create your account:

These screen shots walk you through the process of creating a MySUSTA account:
Step 1: Operating Details

All fields are required except those listed as (optional).

- Is your company a U.S. Supplier?  
  - Yes  
  - No

- Is your company an export broker or trading company?  
  - Yes  
  - No

- Is your company currently exporting?  
  - Yes  
  - No

- Do your company’s products contain at least 50% U.S. agricultural content? (exclusive of added water and packaging)  
  - Yes  
  - No

- Is your company headquartered in the U.S.?  
  - Yes  
  - No

Enter your company’s Business License number, Secretary of State number or BIN number:  
(If your company uses only a Social Security number for business purposes, please do not provide.) (optional)

- What is your company’s total annual domestic and international sales?  
  - $100,000 - $499,999

- What is your company’s North American Industry Classification (NAICS) code?  
  - 424420 - Packaged Frozen Food

- How many employees does your company have?  
  - 1 - 100

Who is your target audience?  
- Consumers/Retails  
- Food Service/Institutions  
- Trade/Wholesale

- Is your company woman owned?  
  - Yes  
  - No (optional)

- Is your company veteran owned?  
  - Yes  
  - No (optional)

- Is your company minority owned?  
  - Yes  
  - No (optional)

How did you hear about us?  
- SUSTA Export Seminar

Hint: You must answer ‘Yes’ to these three questions to move forward.

This is a dropdown list of NAICS Codes. Your NAICS Code is in your D & B Report.

Continue to Regional & Product Focus
Step 2: Regional & Product Focus

Regional Focus

- [ ] Africa
- [ ] Asia
- [ ] Caribbean
- [ ] Central America
- [ ] Europe
- [ ] Middle East
- [ ] North America
- [ ] Pacific Rim
- [ ] South America

Promoted Products

<table>
<thead>
<tr>
<th>Brand/Label Name</th>
<th>Product Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meals to Go</td>
<td>Spaghetti and meatballs, 15 ounces, frozen</td>
</tr>
<tr>
<td>Meals to Go</td>
<td>Chicken cordon bleu, 15 ounces, frozen</td>
</tr>
</tbody>
</table>

Enter Product Name (e.g. Baker's Delight): [ ]
Enter Description (e.g. Pancake Mix, 32 oz.): [ ]

<table>
<thead>
<tr>
<th>Validate Failure</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] I certify that all products cited and to be promoted via SUSTA's Market Access Programs are farmed, fished or forested in the U.S., or if processed, contain at least 50% U.S. agricultural origin by weight, (excluding added water and packaging) as outlined in the following USDA Meeting the U.S. Product Origin Requirement document. If products are found to be outside of the U.S. product origin requirement parameters during a SUSTA-sponsored event, my company understands that we will be asked to remove those ineligible products from display.</td>
</tr>
<tr>
<td>[ ] I certify that our company has the legal right to represent the products cited and to be promoted, as well as negotiate sales on behalf of the product's owner(s).</td>
</tr>
</tbody>
</table>

Product Focus

<table>
<thead>
<tr>
<th>Category</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Products Of Animal Origin Nesoi</td>
<td>00</td>
</tr>
<tr>
<td>Meat And Edible Meat Offal</td>
<td>02</td>
</tr>
<tr>
<td>Fish And Crustaceans</td>
<td>03</td>
</tr>
<tr>
<td>Dairy Products</td>
<td>04</td>
</tr>
<tr>
<td>Live Trees And Other Plants</td>
<td>06</td>
</tr>
<tr>
<td>Preparations Of Meat Or Fish</td>
<td>16</td>
</tr>
<tr>
<td>Sugars And Sugar Confectionery</td>
<td>17</td>
</tr>
<tr>
<td>Cocoa And Cocoa Preparations</td>
<td>18</td>
</tr>
<tr>
<td>Cereal, Flour, Starch Or Milk Preparations</td>
<td>19</td>
</tr>
<tr>
<td>Vegetable, Fruit Or Nuts Preparations</td>
<td>20</td>
</tr>
</tbody>
</table>
You must select at least one 6-digit HS Code from this list. Start by checking off a 2-digit code then clicking the down arrows to the right. Then you can select a 4-digit code, and then a 6-digit code.
You will be reviewed by the program(s) that you select here.

Certification Statement
Under penalties of perjury, I declare and certify that I have personally examined my Organization's information and supporting documents; that I have conducted a reasonable investigation into the facts represented therein and to the best of my knowledge and belief, they are complete, true, correct, and accurate.

I have read the above Certification Statement and agree to its terms and conditions.

Please digitally sign this form by entering the first and last name associated with your account: "Jane Smith"

Jane Smith
### Step 4: Personal Contact Information

**Your Name and Title**
- **Prefix:** [ ]
- **First Name:** Jane
- **Last Name:** Smith
- **Job Title:** CEO

**Your Account**
- **User Name:** jane@MealsOTG.com
- **Password:** [xxxxxx]

**Your Contact Information**
- **Email:** jane@MealsOTG.com
- **Other Email (optional):**
- **Work Phone:** (504)568-5086
- **Cell Phone (optional):**
- **Other Phone (optional):**

**Your Physical Address**
- **Use My Company Physical Address:** Yes
- **Address 1:** 987 Main Street
- **City:** New Orleans
- **State/Region:** Louisiana
- **Postal Code:** 70139
- **Country:** United States of America

**Your Mailing Address**
- **Use My Company Mail Address:** Yes
- **Address 1:** 987 Main Street
- **City:** New Orleans
- **State/Region:** Louisiana
- **Postal Code:** 70139
- **Country:** United States of America

**Your Communications**
- **I would like to receive the following from SUSTA:**
  - [ ] Communications from SUSTA
  - [ ] SUSTA Quarterly Newsletter
  - [ ] Upcoming Event Information
  - [ ] Trade Leads

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Back | Continue
Once you complete these steps, you will be taken to your MySUSTA Dashboard. Based on what program(s) you selected, you will be reviewed by the Directors of the Global Events program and/or the CostShare program. Once you receive the email from the CostShare Director saying that you are eligible to complete the Application, then you can access your CostShare application here.

Hello, Jane Smith!

Your account has successfully been created.

As a registered user, you can access the below functions. If you have any questions regarding your account call (504) 568-5986 or email.

- Program Eligibility
- Event Search
- My Events
- Surveys
- 50% CostShare Applications
- My Company's Invoices
- Trade Leads
- Company Contacts
- Company Settings
- Regions & Products
- Test MySUSTA page
- Export Education

Webinars
Research Center

⚠️ Requires attention