Guide for Entrepreneurs: How to Sign Up to Henley Business Angels' Gust Platform

**Step 1:**

Go to the 'Entrepreneurs' page of the Henley Business Angels website, available at the following link: <http://henleybusinessangels.com/entrepreneurs/>

**Step 2:**

Click the 'Apply for Funding' button. If this is your first time using Gust, you will then be asked to register your details with Gust.

**Step 3:**

Once you have inputted your log-in details with Gust, you will be taken to the application page, explaining the process.

**Step 4:**

Click the 'Next' button and you will be taken to the 'Company Profile' page below:



**Step 5:**

Please click on each of the required fields and complete with your company information. If you would prefer not to complete every field in a single sitting, you can exit the application partway through by clicking the 'Finish this Later' button, which will save your progress. You can return to your partially completed application via the HBA website (see steps 1 and 2) and once you've logged into Gust again you will be taken to your partially completed application.

**Step 6:**

Once you have completed all the required fields, click the 'Next' button. Please note that there are 20 required fields, 19 under the 'Company Profile' tab and 1 under the 'Additional Questions' tab, and each required field must be completed before you can click the 'Next' button and progress to the next screen. **Some of these questions are compulsory, including in the additional questions section, so please make sure that you answer all of them. The submit button will not appear until you have answered all compulsory questions.**

**Step 7:**

Click the 'Submit' button. Once you've done this, you don't need to click on anything else. You will receive acknowledgment of your application via email outlining next steps and dates for your diary.

**If you wish to edit your completed application** please return to your application via the HBA website application for funding button (see steps 1 and 2) and you will be taken to your completed application. Please click on the field that you wish to edit and click save after editing.

If you have any questions about the application process, please do not hesitate to contact Alex Baker on a.j.baker@henley.ac.uk