SMRC Supplier Portal Access Guide

Obtain an ID, Establish a Password and Login
SMRC Supplier Portal Guide topics

- Accessing SMRC Supplier Portal
- Login Process
- Obtain an ID and Password, Registering new company
- Reset a forgotten ID or Password

The following guide is designed to help suppliers learn how to register a new company or supplier security administrator (SSA), obtain an ID for an existing company, reset a forgotten ID or password, and access the supplier portal.
Accessing SMRC Supplier Portal

- Visit SMRC’s public website [www.smrc-automotive.com](http://www.smrc-automotive.com) and select Suppliers from the top menu.

- Please click on the link SMRC Supplier Portal located in the heading Login to SMRC Supplier Portal and paragraph starting with Already a SMRC Automotive Supplier.
Supplier Portal: Login process

- Enter your ID and Password, click Login button
Once logged in, click on “MyReydel portal”

- A new window will be opened
- Re-enter your ID and Password and select “I Concur” button
- For security purposes, you will be prompted each 90 days to change your password
Supplier Portal: Login process

- You will see the Supplier Portal
- Once logged in the portal, use the menu on the left side to access documents and applications
Obtaining an ID

- In order to obtain a new ID, please send e-mail with following information to the SMRC SSA mailbox rspsecur@reydel.com

- Company name
- Is it new company or existing one that has already access
- If new company, you will be asked for more company details
- First name
- Last name
- Phone
- Email address

- With each new registration you must agree with the supplier terms and conditions published on the http://www.smrc-automotive.com/suppliers/
Reset forgotten ID or password

- In order to reset forgotten password, or enable forgotten or expired ID, please send e-mail with following information to the SMRC SSA mailbox rspsecur@reydel.com
  - Company name
  - Your SMRC ID you have trouble with
  - First name
  - Last name
  - Phone
  - Email address