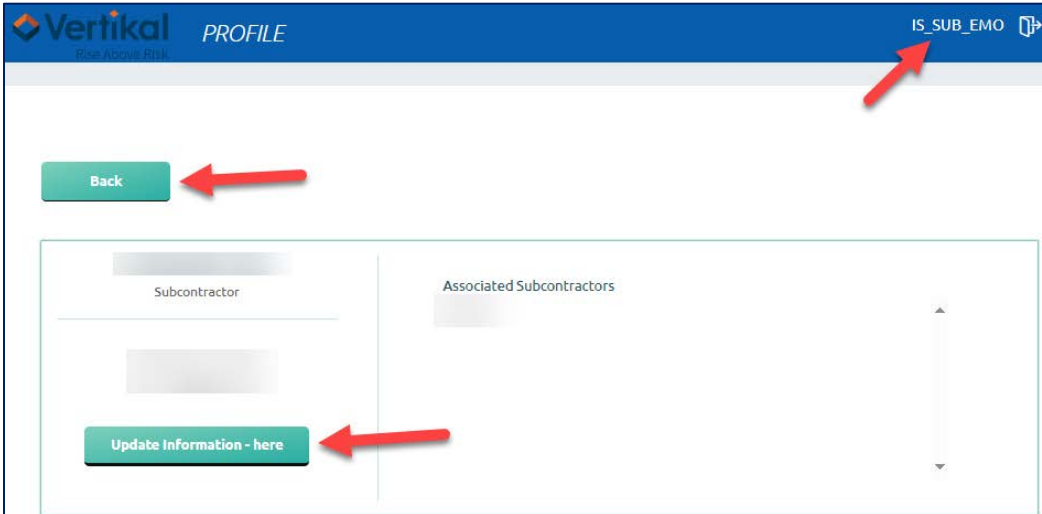
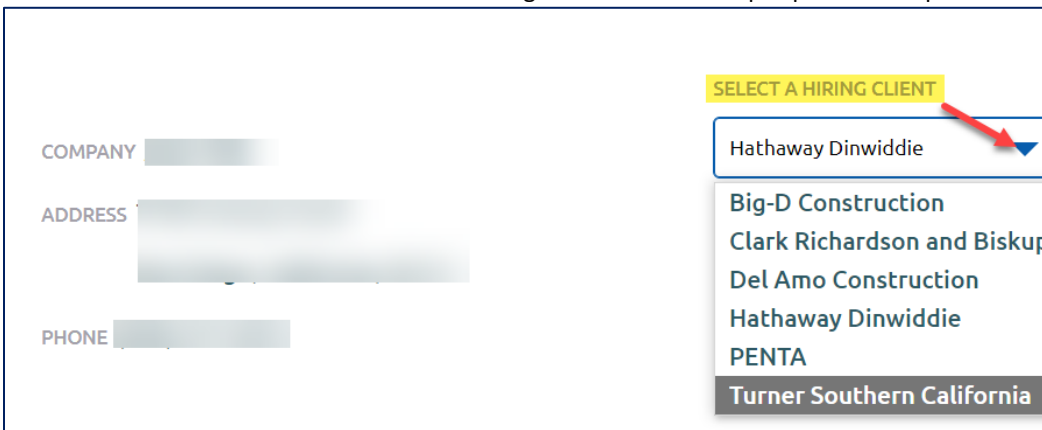


Below, we have highlighted the essential functions of Vertikal's Prequalification Platform. For more detailed instructions on navigating Vertikal's platform and completing the prequalification form, [click here to download and review the "Subcontractor Navigation guide."](#)

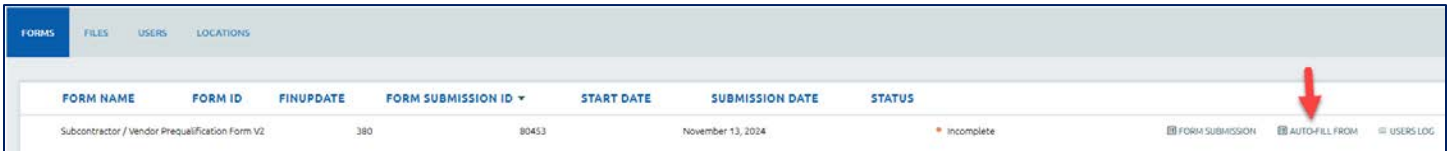
Click on your name to update your user profile information if needed. To return to the main dashboard, click the "Back" button.



If the company works with other general contractors who utilize Vertikal as their prequalification platform, use the dropdown arrow under "SELECT A HIRING CLIENT" to access that general contractor's prequalification portal.



Is it time for renewal? Click on the **AUTO-FILL FROM** feature to copy over some information from a previously "Complete" status prequal form if available.



CRITICAL: If you are not ready to complete the renewal form, at the bare minimum, enter the company name and tax ID and click the SAVE button. Failure to enter/save new information clears the auto-filled fields. If the auto-filled areas are removed when you log back in, you can perform the auto-fill form process again or complete the prequal from scratch.

*** END ***