

How to Sign Up for an Account on Craigslist.org

1. Set up a valid email account somewhere if you do not already have one. Your email will be the way that you track all of your messages and, most importantly, it is the way that people will respond to you after reading your ads. You can get an email through your ISP (Internet Service Provider) or you can look for free email accounts.
2. Log onto Craigslist.org. Click on the city of where you are and on the left hand side there is a link for my account. Once in that page it will ask you at the bottom "Don't have an account? Click here to sign up."

Log in to your craigslist account

Email / Handle:

Password:

[Forgot password?](#)

or

Create a craigslist account

Email:

[Why do I need an account?](#)

3. Create an account by following all instructions and entering what they ask you for. You will provide a user name (usually your email address), a password, etc. After this is done, click on "create account".

4. Check your email for a confirmation from Craigslist.org which will arrive right away or within a few minutes. Click the confirmation link and you will be taken back to the site where you will need to enter your password two times - now you are set up.

To post something for sale:

1. Click on "Medford" in the list at the right of your screen
2. Click on the "Post to classifieds" link



3. Click the type of posting, then the category of your item.
4. Fill in your contact information, price of item, description of item, etc.
5. If you want to include a picture, click Edit Images.
6. Add your images, and then click "Done with images".
7. Review your description (no spell check here), then click "Publish"
8. You will get an email confirming your posting. Your posting will be good for 45 days.

To get the best results, you will need the following:

A dedicated email address which you will use only for Craigslist correspondence (Yahoo!, Hotmail, Gmail, etc.) - free and easy to set up.

A folder in My Pictures on your computer labeled Craigslist Pics.

A digital camera so that you can upload pictures of your items. Items with pictures are more apt to sell.

A folder in My Documents on your computer labeled Craigslist Ads where you will keep the detailed descriptions of your items.

Notes:

Once you have placed your ad, you should check your dedicated email twice daily for inquiries. Failure to do so will result in lost sales.

Be firm in your asking price.

Insist on cash as the only method of payment. If you must accept another method of payment, a certified check drawn on a local bank will work. Be sure to take the check to that bank and wait for it to clear before delivering the item.

Insist that the buyer prepay all costs if you are shipping the item.

Post within your state or locale so that if you are selling large items, buyers can drive to your pick up location

Avoiding Scams

Deal locally, face-to-face —follow this one rule and avoid 99% of scam attempts.

Do not extend payment to anyone you have not met in person.

Beware offers involving shipping - deal with locals you can meet in person.

Never wire funds (e.g. Western Union) - anyone who asks you to is a scammer.

Don't accept cashier/certified checks or money orders - banks cash fakes, then hold you responsible.

Transactions are between users only; no third party provides a "guarantee".

Never give out financial info (bank account, social security, PayPal account, etc.).

Do not rent or purchase sight-unseen—that amazing "deal" may not exist.

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