



# Channel Partner Private Offer Test Transaction Guide

Now that you have registered your AWS Marketplace Seller account and received your first authorization, you are now ready to create your first offer. This purpose of this guide is to familiarize yourself with the transaction process.

We have a set up a test account for you to extend a test offer to, as outlined in the steps below. Please note that this offer will not be accepted by a customer.

*Please refresh this page to ensure you are viewing the latest document.*

## Step 1

Log into [AWS Marketplace Management Portal](#) (AMMP) with the AWS Account you used to register as Seller on AWS Marketplace.

*Tip: Ensure that you are logged out from another account before logging in with your AWS Marketplace Seller account.*

## Step 2

From the AMMP landing page, choose the **Selling authorizations** tab.

To create a test Channel Partner Private Offer (CPPO), select **"selling authorizations received."**

Choose/ highlight the opportunity you want to resell, and click **"Create offer"** button in top right.

The screenshot shows the 'Selling authorizations received' tab in the AWS Marketplace Management Portal. The table lists three authorizations, with the second one, 'Phil\_Test2', selected. The table columns are: Authorization name, Authorization ID, Status, Product name, Product ID, Manufacturer name, Manufacturer ID, Created date, and Expiration date.

Authorization name	Authorization ID	Status	Product name	Product ID	Manufacturer name	Manufacturer ID	Created date	Expiration date
Phil_Test_IBM	resaleauthz-vaslyav3vwisc	Authorized (consumed)	saas contract product	prod-bwdqjl47yfoj2	MPCustdesk Test Account	176576877168	10 hours ago	28 days
<b>Phil_Test2</b>	resaleauthz-4zaq7sahuyjkk	Authorized	saas contract product	prod-bwdqjl47yfoj2	MPCustdesk Test Account	176576877168	14 hours ago	28 days
Phil_Test_Vintage_Threshark	resaleauthz-nfuffinn27dnk	Authorized (consumed)	saas contract product	prod-bwdqjl47yfoj2	MPCustdesk Test Account	176576877168	14 hours ago	28 days

### Step 3

Review the **Resale authorization details** and if applicable, review and accept the **Reseller contract**. Select **“Continue to offer details.”** A five-step offer creation wizard will appear after this step. You can save, exit, and resume offer creation at any time during the five-step offer creation process.

#### Create offer Info

To create an offer in AWS Marketplace, you'll start by creating the offer entity, and then proceed through a 5-step offer creation wizard.

##### Resale authorization details

ISV ID <input type="text" value="176576877168"/>	ISV Name MPCustdesk Test Account
Product ID <input type="text" value="prod-bwdqjl47yfoj2"/>	Product Name saas contract product
Resale authorization ID <input type="text" value="resaleauthz-4zaq7sahuyjkk"/>	Resale authorization name Phil_Test2

##### Reseller contract

To create the channel partner private offer, you must accept the reseller contract.

Reseller contract

I accept the reseller contract for AWS Marketplace (RCMP). [View](#)

This contract is between you and the ISV. Buyers will not see this.

Cancel Continue to offer details

### Step 4

On the **Provide offer information** page, enter the **Offer name**, an optional **Offer description**, and the Offer expiration date. Select **“Next.”**

*Tip: We recommend including the buyer ID, company name, and a high-level description (such as upgrade, renewal). Avoid including any personally identifiable information (such as first/last name, phone number, address).*

#### Provide offer information Info

✔ Successfully generated offer ID. You can continue to build your offer. ✕

Offer ID

**Offer name**

The offer name is visible to buyers. We recommend including the buyer ID, company name, and a high-level description (such as upgrade, renewal). Avoid including any personally identifiable information (such as first/last name, phone number, address).

Offer name can have up to 150 characters. Invalid characters are (<), (>), (\).

**Offer description - optional**

The offer description isn't visible to buyers. Describe your offer in 2-3 sentences.

Offer description can have up to 255 characters.

**Offer expiration date**

The buyer must respond to your offer by the provided date before 23:59 (UTC), otherwise the offer will expire.

Save and exit Cancel Next



## Step 5

Review and complete the **Contract offer pricing and duration** page. Available options will vary depending on the ISV's resale authorization.

## Step 6

Enter your **Markup** by selecting a **Markup option** of **Custom payments** or **Markup percentage (%)**. Select **"Next."**

**Markup**  
The markup will be applied to the wholesale pricing to generate the contract pricing.

Total due to ISV (USD)  
\$150,000.00

**Markup options**  
Choose how you'd like to input the price increase. This markup percentage will be applied to both the contract total and the average pricing.

**Custom payments (USD)**  
Enter a marked-up amount for each payment in the buyer installment plan, or provide the contract total to automatically generate payments from the buyer.

**Markup percentage (%)**  
Enter a markup percentage to see the contract total, partner margin, and payments from the buyer.

**Markup percentage (%)**

Contract total (USD) \$150,000.00	Estimated partner margin (USD) \$0.00
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## Step 7

On the **Add buyers** page, add the buyer's AWS account ID. For the purposes of this test offer, you will enter test account ID: **757383625524**. Select **"Next."**

**Add buyers** [Info](#)

**Important for sellers using a UK bank account for disbursement**  
Sellers who are using a UK bank account as disbursement method can only target buyers located within the EMEA (Europe, Middle East, and Africa) region. Sending offers to buyers outside this region will result in subscription failure. [Learn more](#)

**Buyer's AWS account ID** [Info](#)  
Add the buyer's AWS account ID.

AWS account ID  
  
AWS Account ID is 12 digits.

You can add up to 23 more buyer account IDs. Your AWS account ID can also view this offer.

## Step 8

On the **Configure legal terms and offer documents** page, review the End-User License Agreement (EULA) for this resale authorization if the ISV has provided a EULA or add a custom EULA. Contact the ISV if you require a different EULA. Select **"Next."**

### Configure legal terms and offer documents [Info](#)

#### ISV document

The ISV has provided an End-User License Agreement (EULA) for this resale authorization. It will be presented to buyers alongside your legal terms and offer documents. Contact the ISV if you require a different EULA.

#### Documentation

[EULA](#)

#### Legal terms and offer documents - *optional*

Before confirming the purchase, buyers must agree to your legal terms.

##### Custom legal terms and other offer documents

Upload at least 1 custom legal terms document. Upload supporting documents to amend the custom legal terms, for example, a statement of work, bill of materials, or pricing sheet. Once uploaded, all files will be combined into a single PDF. The files will be presented to buyers in the order they are uploaded.

You can upload up to 5 files in plain text (.txt) or PDF (.pdf) format. Duplicate files are not allowed. Each file must be no larger than 30 MB, and the total upload size cannot exceed 30 MB. Once uploaded, all files will be combined into a single PDF and presented to buyers in the order they are uploaded.

#### Offer documents (1)

Review the combined PDF that will be presented to the buyers. The PDF contains the ISV legal terms, customer legal terms and other offer documents, if uploaded.

#### Document

[PDF](#)

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## Step 9

Review all details on the **Review and create** page and select **"Create offer."**

## Step 10

The offer should now be listed on the **Private offers** page.

Offer ID	Offer name	Offer status	Buyer AWS IDs	Created on	Expires on	Product information	Authorization information
offer-c45g7izwy26hi	3432585834523	Active	757383625524	2025-10-03	2025-10-31	FileSafe Pro Professional Services Implementation Product ID: prod-km2bxtqsg5v2k	Test product dimension Opportunity ID: resaleaut