

HOW TO REGISTER ON OUR WEBSITE – COMMERCIAL ACCOUNTS

Registering for our website is a fairly easy task and will only take a few minutes of time. If you've filled out a Credit Application with us and have received a numeric account number from our accounting department, you are a commercial account holder.

Note:

Each commercial account has a Primary Account holder. That Primary Account holder is the ONLY person at a company who needs to fill out the website registration form to obtain an online account. Once the Primary Account user is created, that person is granted Administrator control over a Website account. The Primary Account holder Administrator has access to a special screen on our website allowing them to add additional website users for your company account.

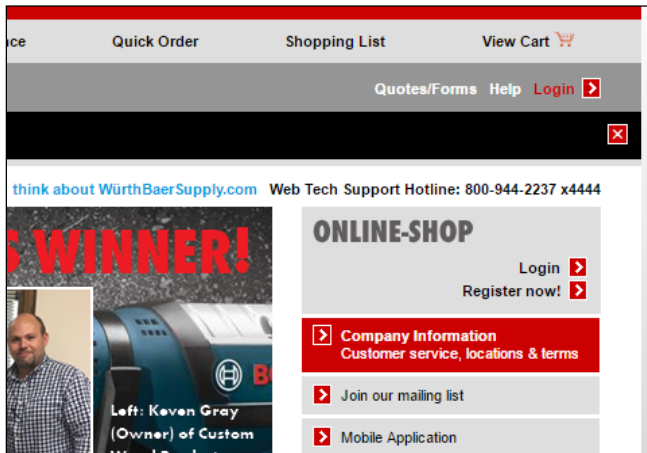
Once the Primary Account is created, all other users from the same company receive an error message if they try to register on the website.

Registration for online access is a separate task from the credit application process and only needs to be completed the first time you try to access our website. Once registered, you will be able to:

- Have immediate access to products and pricing specific to your account.
- Purchase online using your account terms.
- Access your online and offline purchase history in the **Order Status** page.
- Create **Shopping Lists** (Favorites) of commonly purchased items for quick repeat ordering.
- Take advantage of online only flat rate shipping for all standard UPS orders.

To register your website account and link it to your commercial account, please follow these directions:

1. In your Internet browser of choice, open up the Würth Baer Supply Company website, <http://www.wurthbaersupply.com>.
2. Click the **Register now!** link in the upper right corner of the website in the **ONLINE-SHOP** box.



You are directed to the **Register now** screen.

Do you have an account number?

Do you currently have an existing customer account with Würth Baer Supply Company?
(If not, call 1-800-289-2237 to open one, or download and complete a [Credit Application](#) and then fax it back or, click 'I do not have an account with Würth Baer Supply' to create a guest online account. Guest accounts can pay for purchases only with a credit card.)

> I have an active account with Würth Baer Supply **> I do not have an account with Würth Baer Supply**

3. Click the left button, **> I have an active account with Würth Baer Supply**.

If you don't currently have a customer ordering account but would like to establish one, call **1-800-289-2237** or, fill out and fax in a copy of the *Credit Application* linked at the bottom of this page.

To use all of the Shopping Cart features and see your customer specific pricing, you'll need a Würth Baer Supply account and account number.

After clicking the button, the **Register online** screen appears.

Register online

Registering online for access to your data is fast and easy! You just need to provide a recent invoice, delivery or order number (*recent from within the last 12 months*) to complete the form. By providing this information, we can validate your account information to complete the setup of your online account with access to your customer account pricing.

Please read through and fill out all information before submitting this form.

If you have a newly created Würth Baer Supply account and no previous ordering history, please fill out all required fields, except for the Previous Invoice, Delivery or Order Number field, and check the [Have an account number but have not placed an order yet](#) box.

** Required fields*

Würth Baer Supply SOLD-TO Account # *

Enter a Previous Invoice, Delivery or Order Number * *Help with this?*

Have an account number but have not placed an order yet? Please check this box.

First Name *

Last Name *

Company *

Email *

Requested User ID * *No spaces or special characters.*

Requested Password (min. 6 chars) *

Password Confirmation *

CUSTOMER ELECTRONIC ACCESS AGREEMENT

This Customer Electronic Access Agreement ("Agreement") is made by and between Würth Baer Supply Company ("Würth Baer Supply"), an Illinois corporation, and the undersigned Customer ("Customer").

1. Würth Baer Supply has implemented an Internet-based version of its catalog of products, and has developed wurthBaersupply.com ("Website") so that Website visitors may become better informed about Würth Baer Supply's products, and to enable Würth Baer Supply to sell its products online utilizing the Internet.

Check here to accept our Terms and Conditions.

Submit **Reset**

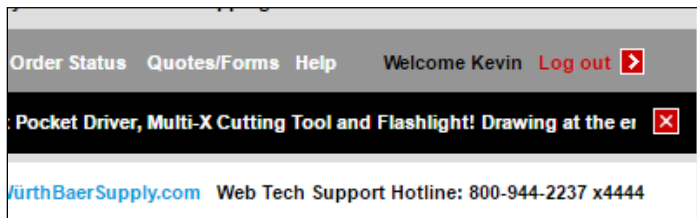
If you experience any difficulty with the form above, please contact Würth Baer Supply Company at webmaster@wurthbaersupply.com

4. Fill out all of the fields on the screen:

- Würth Baer Supply SOLD-TO Account Number
- Previous Invoice, Delivery, or Order Number
(If you've never placed an order with us, leave this field blank and click the checkbox immediately below the field to indicate you have no order history.)
- First Name
- Last Name
- Company Name
- Email
- Requested User ID – Define a unique User ID to use for Logging in on our website.

- Requested Password – Enter a secure password you will easily remember for logging in.
 - Password Confirmation – Type the password again.
5. Review the Terms and Conditions.
 6. Accept the Terms and Conditions by clicking the **Terms and Conditions** checkbox.
 7. Click the **Submit** button.

The online account registration will compare the information you entered and create a website account for you based on your answers. If the registration is Successful, you will immediately be logged into the website. You may confirm this by looking at the upper right corner of the website on the charcoal gray line. It will say “Welcome” with your name and a **Log out** link should replace the **Login** link that was there before.



You may start searching for products on our website and building an order.