

Gaining Access to TND/B & C's Online Services

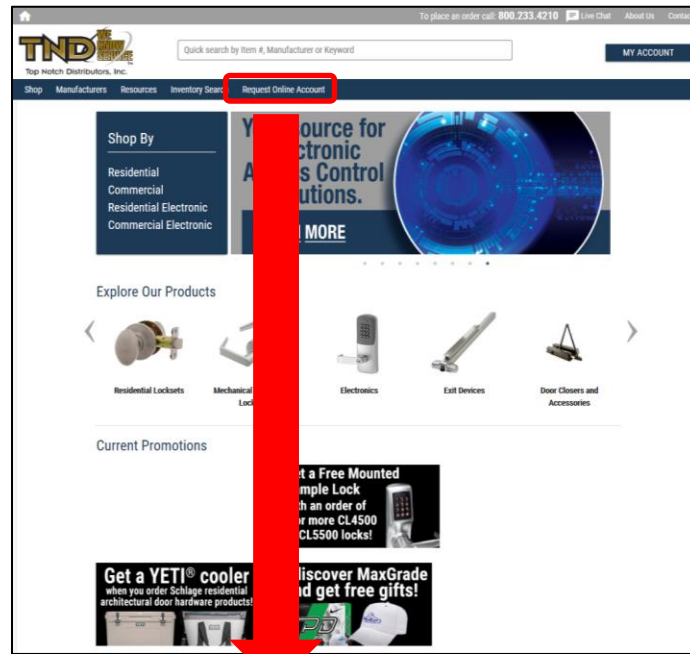
Customers wishing to gain access to TND/B & C's online account status and ordering tools need to perform the following steps to create an account:

1. If you are currently a TND/B & C customer, please skip to step 2.
 - a. If you are not currently a TND/B & C customer, navigate to the website: <http://www.topnotchinc.com> and click on "Customer Credit Application" at the bottom of the page.

The screenshot displays the website's navigation and promotional content. At the top, there are five product category icons: Residential Locksets, Mechanical Commercial Locksets, Electronics, Exit Devices, and Door Closers and Accessories. Below these is a 'Current Promotions' section with three offers: 'Get a Free Mounted Sample Lock with an order of 1 or more CL4500 or CL5500 locks!', 'Get a YETI® cooler when you order Schlage residential architectural door hardware products!', and 'Rediscover MaxGrade and get free gifts!'. The 'Manufacturer Partners' section features logos for Adams Rite, ASSA ABLOY, Alarm Lock, and Allegion. The footer contains a navigation menu with 'Customer Credit Application' highlighted by a red box and a red arrow pointing to it. Other footer elements include 'Shop', 'Quote Request', 'Keying Documentation', 'Employment Application', 'TND Team', 'Locations', 'Shipping Maps', 'Contact', 'About Us', 'Privacy Policy', 'E-store Training Documents', the EXCAB logo, the Boyle & Chase, Inc. logo, a 'JOIN OUR MAILING LIST' button, and social media icons for Facebook, LinkedIn, Twitter, and YouTube. Copyright information for 2017 Top Notch Distributors, Inc. is also present.

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- b. If you are currently a TND/B & C customer, but do not have an online account, click on the "Request Online Account" link to complete the form (passwords must be at least 8 characters in length and contain a minimum of 1 uppercase letter). Once completed, click "Request Account."



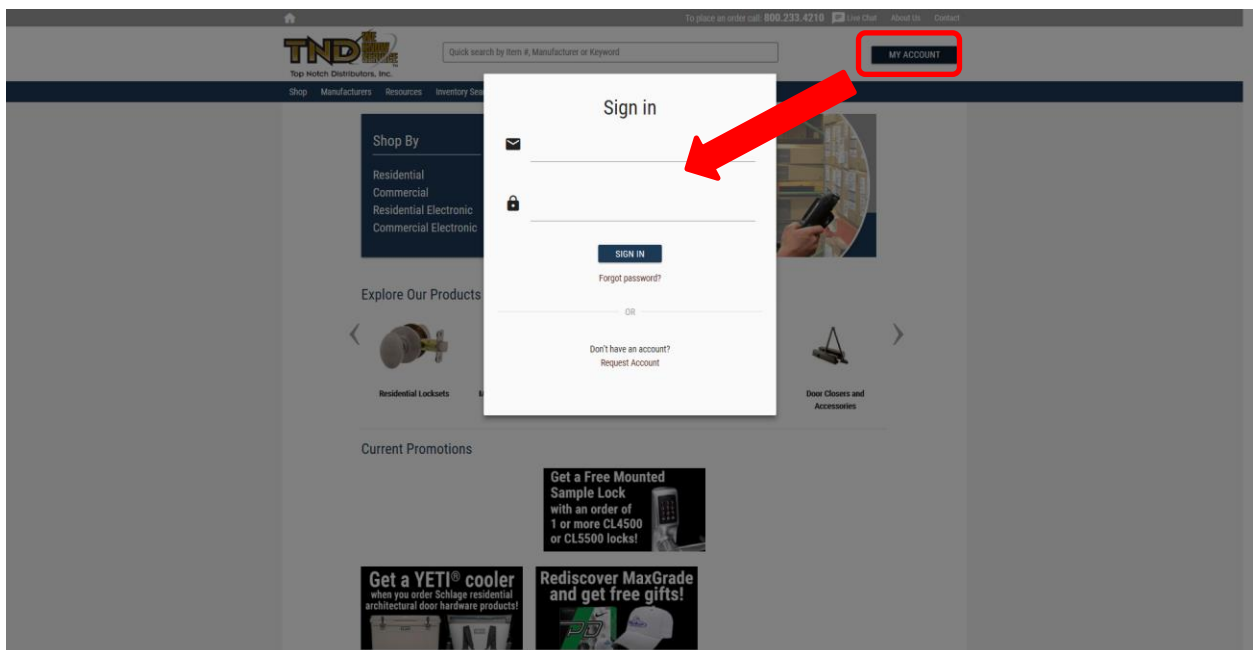
The screenshot shows the "Request An Account" form on the TND website. The form is titled "Request An Account" and includes the following sections:

- Customer Information:** Fields for First Name (Required), Last Name (Required), Customer Number (Required), and Company Name (Required).
- Address Information:** Fields for Address (Required), City (Required), State (Alaska), and Zip (Required).
- Account Information:** Fields for Password (Required), Confirm Password (Required), and Security Question (Required).

A red arrow points from the bottom right of the form to a dark blue button labeled "REQUEST ACCOUNT".

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- c. You will receive an email shortly after completing the form telling you that your request will be reviewed during normal business hours. After TND/B & C reviews and approves your online account request, you will receive an email confirming your account has been created and is active
2. To login on TND/B & C website at <http://www.topnotchinc.com> , click on “My Account.” Input your email address into the textbox provided as well as the password you specified when requesting access. Click the “Sign In” button.



Gaining Access to TND/B & C's Online Services

- Once logged in, you can Place Orders, check on Closed Orders, request Web Quotes, review Estimates, obtain Sales Quotes, and find information regarding any Returns.

Home | To place an order call: **800.233.4210** | Live Chat | About Us | Contact

TND WE KNOW SERVICE™
Top Notch Distributors, Inc.

Quick search by Item #, Manufacturer or Keyword

My Account

Shop | Manufacturers | Resources | Inventory Search | Request Online Account

Account Number:

Amount Due: \$0.00	CUSTOMER dba XYZ COMPANY 123 MAIN ST HONESDALE, PA 18431 Terms: COD	Month-to-date Purchases: \$0.00 Year-to-date Purchases: \$0.00 Last Year Purchases: \$0.00 Date of Last Sale: 12/6/2013 Date of Last Payment: 1/24/2014
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ORDERS | CLOSED ORDERS | WEB QUOTES | ESTIMATES | SALES QUOTES | RETURNS

Show entries

Order #	Purchase Date	PO Number	Tracking #	Invoice #	Total Price
Showing 1 to 2 of 2 entries					

Previous Next

Recently Purchased