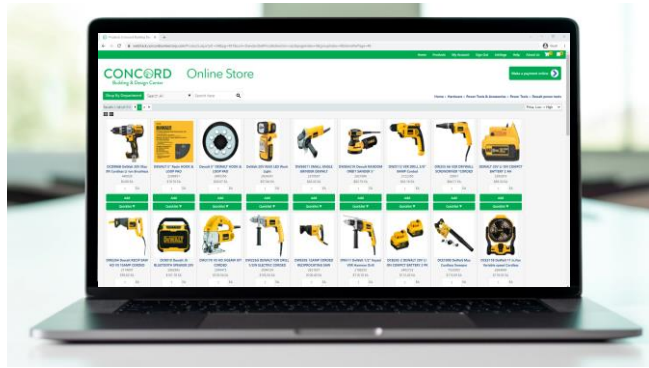




Get Started with Our Online Store



Save time and money with the Concord Building & Design Center Web Store. Your invoices, pricing and much more are now just a click away.

Key Features and Benefits



Make Account Payments

Pay your bill via check or ACH and see a detailed view of your account activity. Access invoices, orders, past purchases and other account information.



Browse Products and Pricing

Shop by department and see stock levels in real-time. Get product pricing instantly, accessible at any time, including evenings and weekends.



Create Quotes

Add items to your cart and submit quotes for processing in our secure environment.



Download Invoices and Statements

View and download digital copies of your invoices and statements. Cut down on paperwork and keep track of jobs and customer billing more easily.

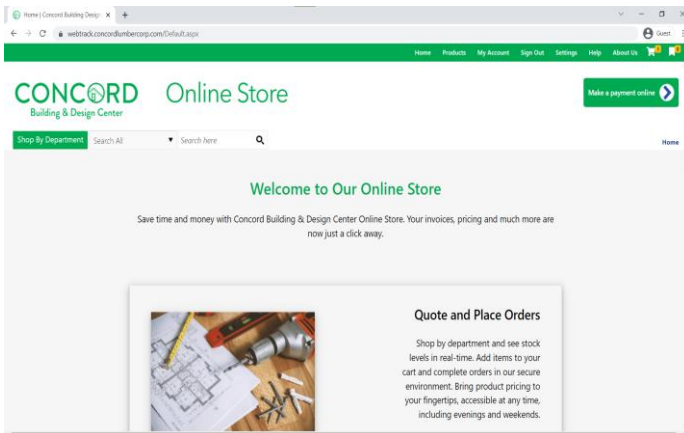
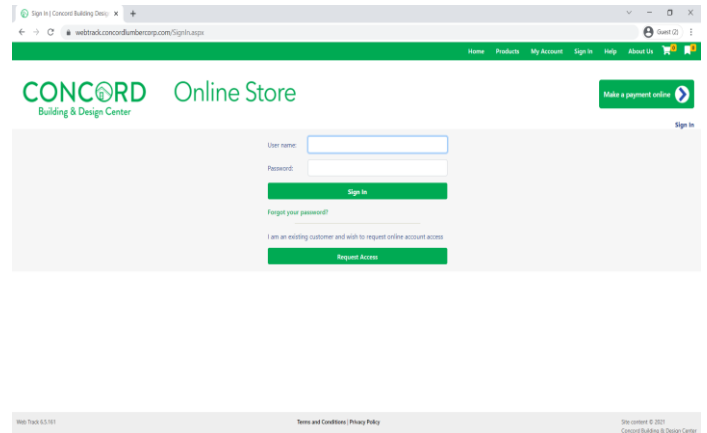
Sign Up and View Your Account



To begin, visit webtrack.concordlumbercorp.com.

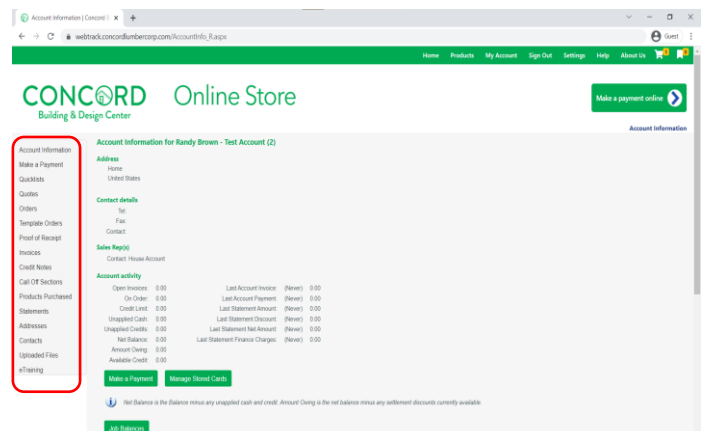
Sign in using your web store username and password.

If you don't have a web account yet, click the **'Request Access'** button. Fill in the necessary information and you will receive a confirmation email by the end of the next business day.



Click the **'My Account'** button on the top navigation bar to access your account information.

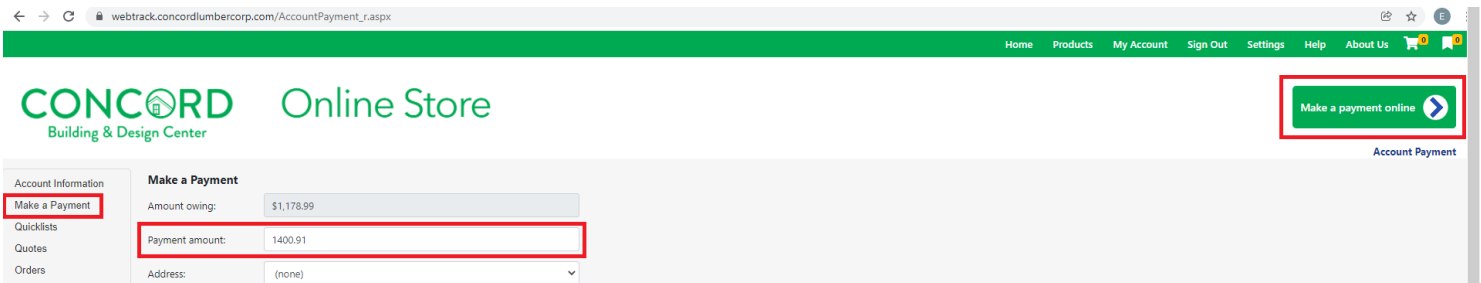
For additional information, use the left navigation panel to make a payment, review invoices, orders, quotes, and more.



Make an Account Payment



To make an account payment, select the 'Make a Payment Online' button in the top right corner.



Make a Payment

Amount owing: \$1,178.99

Payment amount: 1400.91

Address: (none) (Optional)

Zip code: 01413 (Required for billing)

Notes: (Optional)

Remittance advice: 122116 1149 1622 .89\$92 42
Comma separated list of invoice numbers you wish to pay. (Optional)

Email address: test@lbn.com

Pay by check **forte**

Make Payment

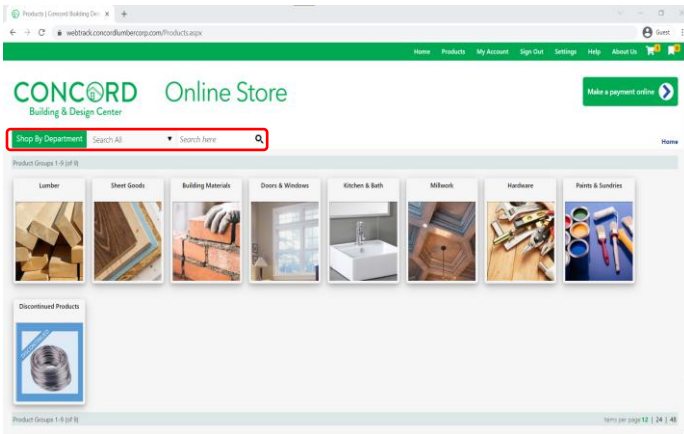
Once you have reached the 'Make a Payment' page, enter a payment amount or select one or more invoices from the bottom of the page.

The Remittance Advice section will auto-populate based on the invoices selected.

Click the 'Make Payment' button and follow the prompts to provide your banking information.

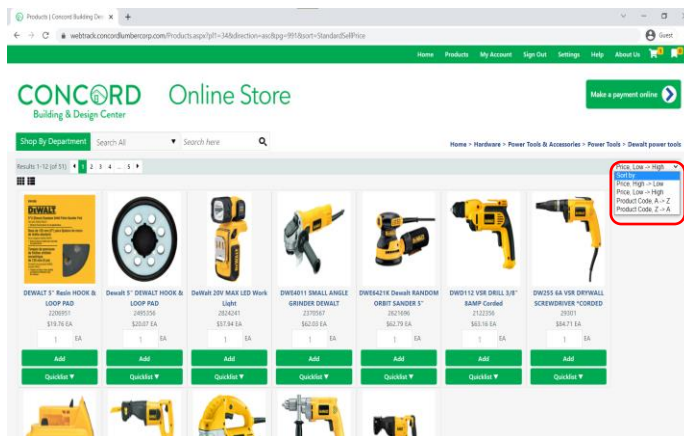
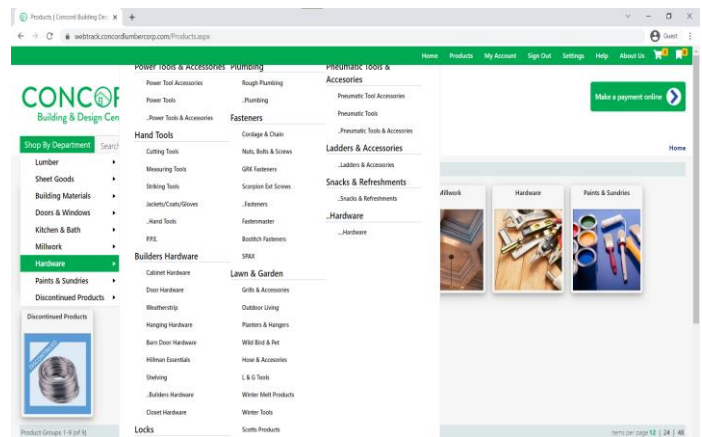
*** Only payments by checking or ACH are currently accepted.**

Browse Products and Pricing



From the home page, use the search menu by keyword or browse by department.

Hover over the 'Shop by Department' button and then over the department of your choice to view various product subcategories.

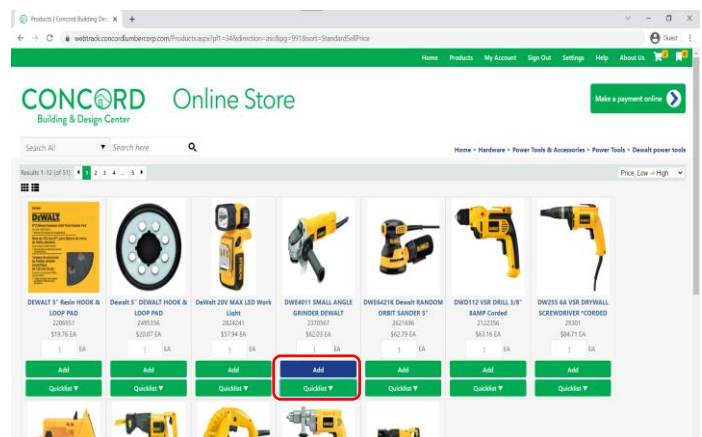


While browsing, use the right-hand menu to sort products by price or product code.

To add products to your cart, type in the desired quantity and click 'Add'.

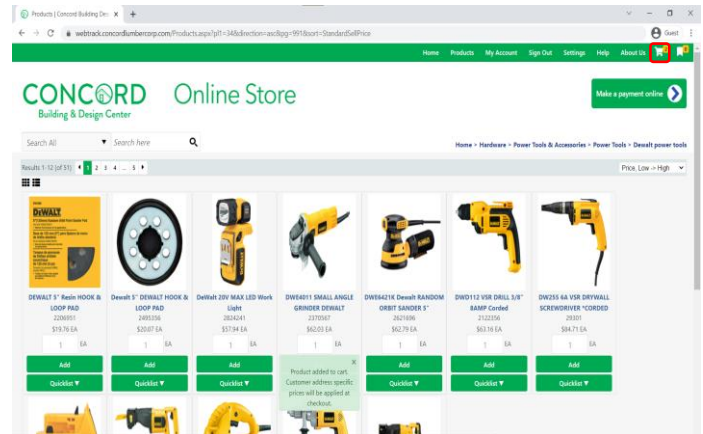
You can also create Quicklists for frequently ordered items.

To view Quicklists, click the top right icon.

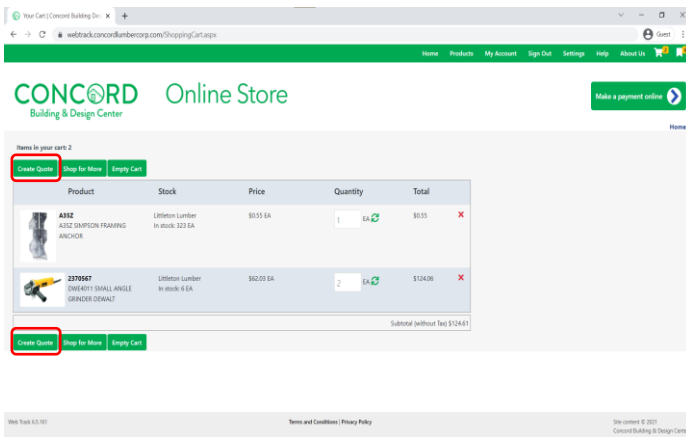




To check out or submit your cart for a quote, click the cart icon in the top navigation bar.



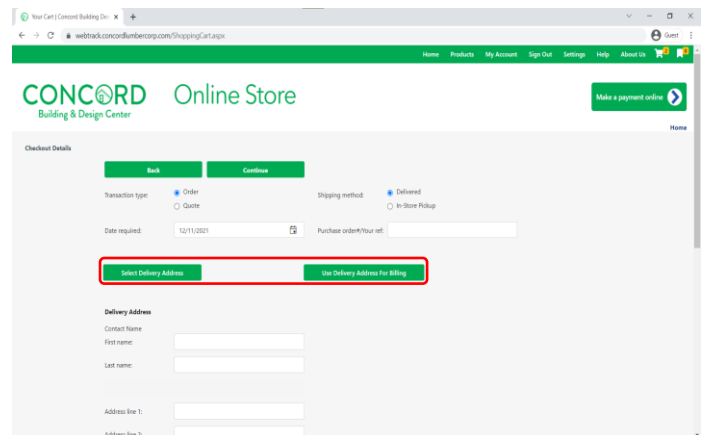
Review your items and click 'Create Quote'.



Enter your details into the checkout form.

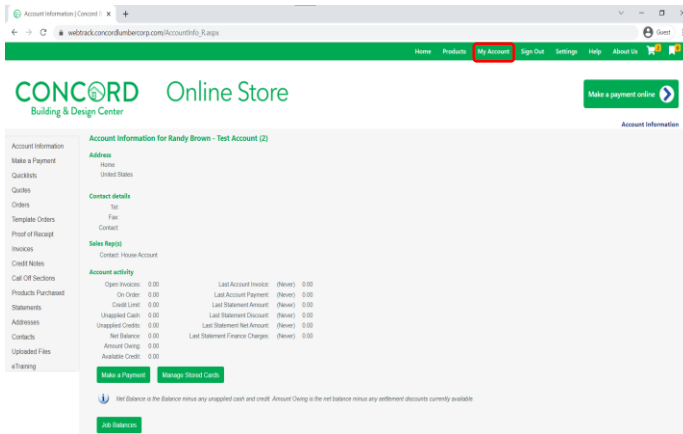
If you have an address on file, click the 'Select Delivery Address' and 'Use Delivery Address For Billing' buttons.

Ensure that your contact information is accurate so we can reach you!



We will fulfill your order or review your quote and get back to you shortly.

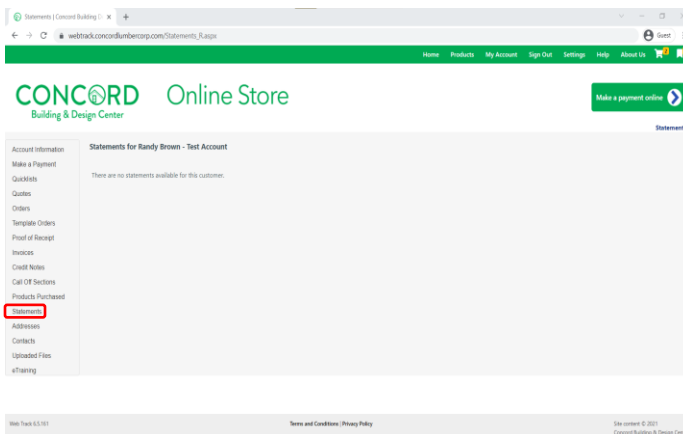
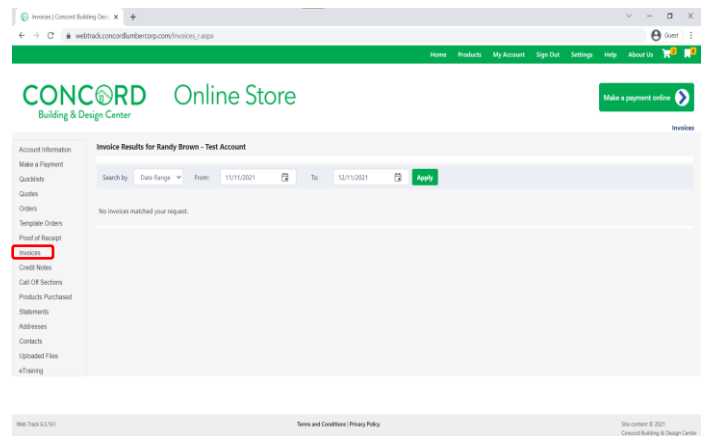
Get Invoices and Statements



Begin on the Account Information page, which can be accessed by selecting 'My Account' from the top navigation bar.

To access your invoices, choose 'Invoices' from the left navigation panel.

Click on an invoice number to see more details. Click 'Show Invoice' to access a copy that can be downloaded or printed.



To access your statements, choose 'Statements' from the left navigation panel.

Click on a statement number and then the 'Get Statement' button to access a copy that can be downloaded or printed.