How to register for a online user account at www.midwestwholesale.com

This will allow a user to:

• Check pricing for stock material
• Request a quote
• Place orders for stock material
• Check status of open orders
• Track invoices
• View past purchases
• Apply payment to open invoices

First you will need your account number with Midwest Wholesale Hardware (six digit number that starts with 1) it can be found on invoices or statements. Please contact us if you need your account number.

Logon to www.midwestwholesale.com the home screen should look like the screen shot below.
On the left hand column click on the word Register.

Please fill out the New User Registration and click SUBMIT.

Questions? 800.821.8527

My Account | Shopping List | Quote Request | **LOGON**

Search by Part Number or Keyword | **SEARCH**

Advanced Search

View Shopping Cart and Check Out ▶

HOME   CATALOG   EDUCATION AND RESOURCES   PROMOTIONS   CONTACT US

CUSTOMER LOGIN

*Email Address

*Password
(Password is case sensitive)

SUBMIT

Register
New Customer
Forgot Password?

SHOP BY CATEGORIES

Clearance & Sale

SUBMIT

QUICK ORDER PAD ▶

NEW USER REGISTRATION

Complete and submit the form below using your Customer ID if you are currently a customer of Midwest Wholesale Hardware. If you need your Customer ID, please **CONTACT US.**

Required fields are marked with an asterisk(*)

* First Name:

* Last Name:

* Email:

* Customer ID:

* Password:

* Verify Password:

SUBMIT

If you would like to become a customer at Midwest Wholesale Hardware, complete our easy registration form **HERE.**

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You will receive a confirmation e-mail to confirm registering as a new web shopper. Internally we need to confirm you as a new user, this may take a few minutes to a few hours during normal business hours. You will receive a second e-mail stating that you are approved and can now log onto the site to use the B2B features.

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NEW USER REGISTRATION

Thank you for registering as a web shopper.

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To log onto the site there is a customer login on the left and a logon button on the top right either one can be used.
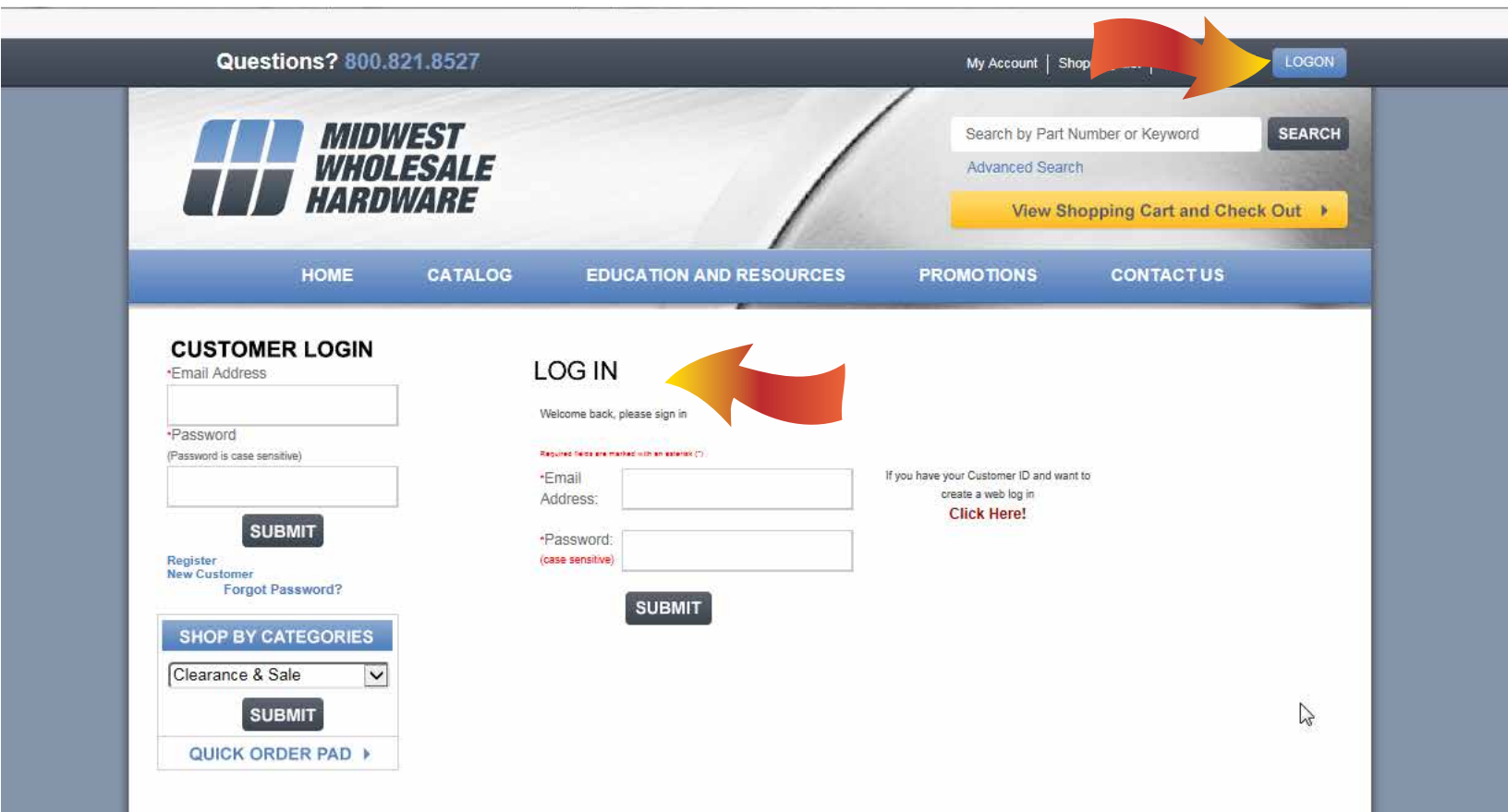
To log out of the site, there is a customer logoff on the left and on the top right either one can be used.

If you forgot your password, there is a link on the left that will open a pop up (be sure to allow pop ups in your browser settings). Enter your e-mail address and you will receive a password reminder e-mail with the password hint that you entered.

If you would like to place an order, you can use the shop by categories drop down on the left or search by part number on the top right.

When you find the item(s) you would like to purchase, enter the quantity needed and click on the add quantities to cart button.

Please use the Notes field if a different option such as the keyway, latchbolt, or strike is needed. Notes can be added for each item in the cart.

Use the buttons below the Shopping Cart Detail to navigate, and when you are ready to checkout click the Checkout button.

Please note that your pricing will populate in the price, total, and subtotal if any options in the Notes field require an upcharge that will not be refelcted in the price until the order is invoiced.

Now you will need to pick a shipping method from the drop down. Your account default shipping address will auto populate on the right hand side of the screen. If you need to select a different ship to location, click the Select Ship To button and your alternate addresses can be chosen from a list in a pop up screen (be sure to allow pop ups in your browser settings). Your e-mail address should auto populate. Any order comments can be entered in the text box below.

On the right hand part of the screen you will find the payment information and field to enter your PO Number. Click the checkout button to continue to the Submit Order screen.

On the Submit Order screen you can review the entire order. The order is placed when the Submit Order button is clicked.

Now you are at the order confirmation screen and will also receive an e-mail confirmation.

MIDWEST WHOLESALE HARDWARE

Search by Part Number or Keyword | SEARCH

Advanced Search

View Shopping Cart and Check Out ▶

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CUSTOMER LOGIN

Logoff

SHOP BY CATEGORIES

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SUBMIT

QUICK ORDER PAD ▶

RECENTLY VIEWED ITEMS

No items found

🔙 Home >> Order Confirmation

ORDER CONFIRMATION

Thank you for your order. Please keep a copy of this order for your records.

🖨 Click here for a printable version of this page.

Web Reference: 50

Ship Method: PO Number:
UPS GROUND   B2B Online Test
Ship To: Payment Method:
                                          Invoice
Your Company Name
Your Name
Street Address
City, State Zip

Description	Quantity	Price	Extended Price	Unit Size
28-11G05 LL 26D ENTRY 2 3/4BS X ASA Notes LB Keyway	1	$$$	$$$	1

Total: $$$

Taxes are an estimate and are subject to change based on jurisdiction. Freight will be determined at time of invoicing.

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If you would like to access your account information, click on My Account on the top or the click here link in the middle of the page.

Most of your account information can be found in the My Account Profile along with the ability to edit your online profile. Other areas you have access to on the site include:

• Open orders
• Open quotes
• Purchase history
• Invoices
• Accounts payable

My Account | Shopping List | Quote Request | LOGOFF

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SUBMIT

QUICK ORDER PAD ▶
RECENTLY VIEWED ITEMS
No items found

MY ACCOUNT PROFILE

| Open Orders | Purchases | Invoices | Accounts Payable |

🏠 Home >> My Account

Logon Information
Logon ID:
Password: ********

EDIT INFO

Personal Information
Name: Test Online
Email:

EDIT INFO

Shopping Information
Customer ID:

My Account Reports

Invoices   Purchase History
Open Orders   Open Quotes
Open Payables   Order Status

My Shopping Lists
No Shopping Lists
Create a New List