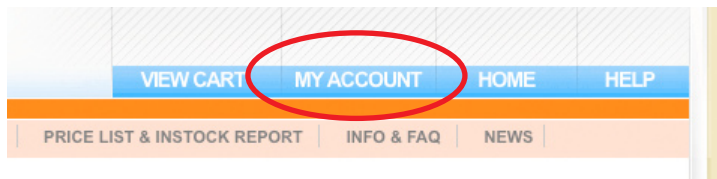


Registering for an account

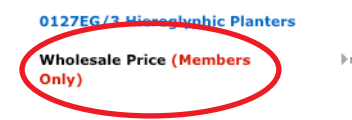
You do not need to have an account to view products on the site. Registering for an account will enable you to see pricing. If you don't have an account or are not logged in, you will see "Members Only" in red instead of the product price. Your username and password for our old website will not work, so you will need to create a new one.

There are a couple of ways to get to the account application page, which is the same page where you log in if you already have a user name and password.

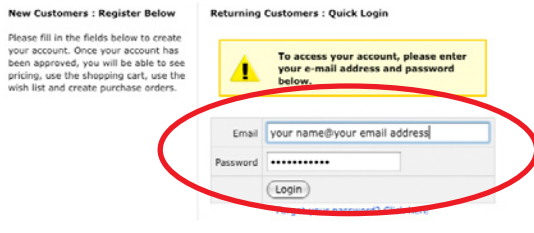
First method is to click on the MY ACCOUNT link in the upper right light blue bar.



Another method is to click on one of the red (Members Only) text on one of the Featured Products.



You will now be on the page to create your account >> Please fill in all the fields. The you provide will be reviewed by our Sales Manager who will activate your account if you are qualified. Accounts are for the trade only. You will receive an email when your account is activated at which point you will enter your email and password to log in. You can get to this page the same way as described above.



Create a new account...

My e-mail address is:

Type it again:

Protect your information with a Password
This will be your only Emissary Trading Company password.

Enter a new password:

Type it again:

Using your account

With your account, you can use the shopping cart, create purchase orders and use the wish list. We do not take online payment with this site so any orders are risk free. Creating a purchase order is a tool in processing your order. Your purchase order will be sent to our sales manager who will review it, contact you to determine shipping arrangements.

Any product can be added to your wish list by clicking its link next to the add to cart button. Your wish list is accessible on the bottom of your account page and will be saved there for future sessions.

A useful tip is to create a wish list of items a customer might be interested in and sending them that list. To do this using Internet Explorer, go to your wish list, select File in the upper left corner, choose Save As, Save as type: Web Archive, single file. You can rename this file and save in a specific folder. This file can be emailed to your customer who will then see your wish list. They can then click the product link which will take them to the website.

Navigating the site

To navigate this website, simply click on a category you are interested in on the left hand side. QUICK TIP: Place your mouse cursor over anything you think could be a clickable link. You'll notice that anytime you scroll over something that is a link, your mouse cursor will become a "hand". Whereas scrolling over anything that is NOT a link will leave your cursor as an "arrow".

The SEARCH box can be used to search by item number, product name, keyword, and color. The Instock Report and Price List are in PDF format which also has a SEARCH function in the top tool bar of Acrobat Reader. The most common use of this would be to search by item number.

When you click on a category, the items are in list mode. Clicking on the product name or photo will take you to the product details page. Clicking on the photo or the larger photo button will bring up a larger photo. Hovering over the photo will also enlarge portions of the product. Many items have options to choose from (color, size, set or individual, shade). For complete options, see the price list.

The Show Schedule includes a calendar which includes event details when you click on the event.

The Showrooms and Sales Representatives links includes maps with additional information when you click on the map.