

ENROLLMENT GUIDE

A National Rebate Incentive Program for ProTradeNet® Members

- Enroll to receive an annual 2% rebate on all qualifying pre-tax purchases from ProTradeNet*
- Convenient payment options – register credit cards, debit cards, checking accounts, p-cards, Pro Purchase Cards, and The Home Depot Accounts to get credit for spend
- Rebate period is January 1 through December 31
- Sign up and start saving, visit homedepot.com/c/pro_xtra



For assistance call 866-333-3551

With membership in ProXtra, you get access to benefits tailored specifically for Pros: exclusive savings, dedicated service, job-lot quantities, volume pricing, same-day delivery, and more. It's our way of showing how much we understand your needs and value your business.

Thanks, The Home Depot ProXtra logo.

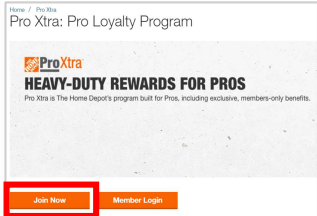
* Forms of payment must be registered and have a ProTradeNet specific agreement code assigned to receive potential annual rebate incentives. All rebates are paid from ProTradeNet not from Home Depot directly. Registration instructions on next page.

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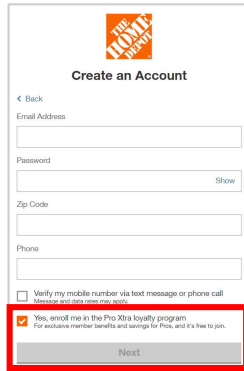
ENROLLMENT STEPS

Register for ProXtra with Home Depot to take advantage of the partnership with ProTradeNet®



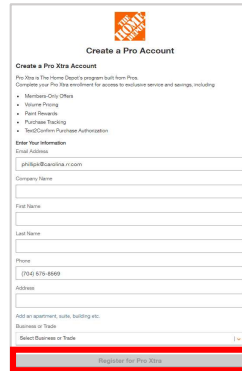
1. SIGN UP

Go to [Homedepot.com/c/Pro_Xtra](https://homedepot.com/c/Pro_Xtra) and click "Join Now"



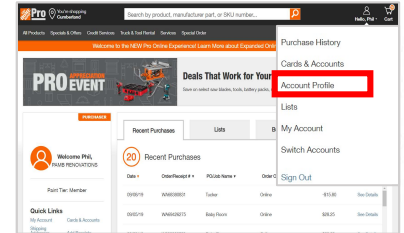
2. CREATE ACCOUNT

Complete required fields and check box for "Yes, enroll me in the Pro Xtra loyalty program", then click "Next"



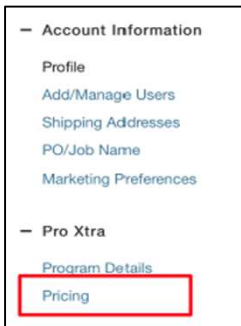
3. COMPLETE REGISTRATION

Enter in your company information into the required fields, select your Business or Trade type, and click "Register for Pro Xtra"



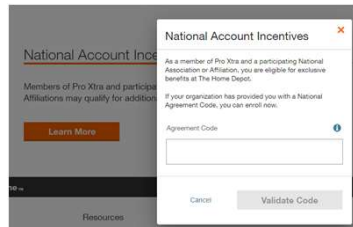
4. ACCESS ACCOUNT PROFILE

Click the drop-down menu in the top right of the page and select "Profile"



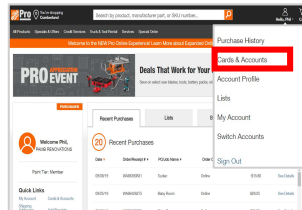
5. SCROLL TO PRICING

Scroll down the page and choose "Pricing Benefits"



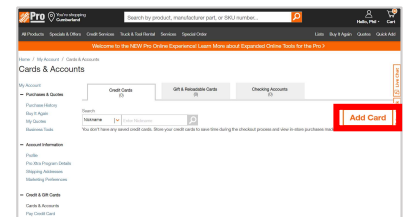
6. SCROLL DOWN TO NATIONAL ACCOUNT INCENTIVES

Choose Learn More
Then, enter in appropriate Agreement Code
identified on next page.
Hit validate code



7. ACCESS CARDS & ACCOUNTS

Click the drop-down menu in the top right of the page and select "Cards & Accounts"



8. ADD CREDIT CARD

Click "Add Card"
Then input information to add card for tracking of spend under the program



For any questions, call 866-333-3551 or visit homedepot.com/c/pro_xtra

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PLEASE ENSURE YOU REGISTER THE APPROPRIATE AGREEMENT CODE FOR YOUR ENTITY TO TAKE ADVANTAGE OF THE PROGRAM WITH PROTRADENET®

Entity	Agreement Code
Aire Serv®	AIRS
Dryer Vent Wizard®	DVW
Five Star Painting® / ProProtect Painters®	FIVESTAR
Glass Doctor® / Portland Glass®	GLDOC
The Grounds Guys®	GRDGYS
Molly Maid®	MOLLY
Mosquito Joe®	MOJOE
Mr. Appliance®	MRAPP
Mr. Electric®	MRELC
Mr. Handyman®	SBRANDS
Mr. Rooter®	MRROOT
Rainbow International®	RAINI
Real Property Management®	RPM
Window Genie®	GENIE
HouseMaster®	HMS
ShelfGenie®	SHELF
Precision Door Service®	PTN-PDS
Junk King®	PTN-JUNK



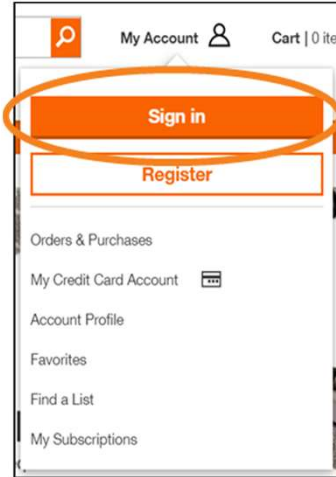
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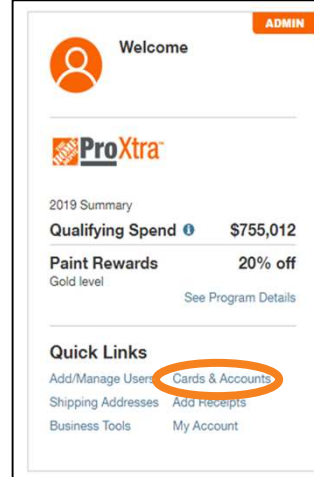


OPTIONAL BULK UPLOAD ENROLLMENT STEPS

Bulk upload of credit card numbers to an existing ProXtra account



1. LOG INTO YOUR ACCOUNT FROM HOMEDEPOT.COM



2. GO TO CARDS AND ACCOUNT PAGE IN THE QUICK LINKS



3. GO TO CREDIT CARDS TAB AND CLICK ON BULK ADD CARDS



4. FILL IN INFORMATION ON POP UP WINDOW AND ENTER CARD FILE/ NUMBERS*



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* - If the card is already on the account, once the upload is done it will show that a card failed. But it will not prevent the other cards from successfully uploading.

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