

FASTtrak

Registration Guide

Version 1.4 – All Users
April 2018

Contact Information:

US: support@FineLinetechnology.com

Asia: support@FineLinetechnology.com.hk

Customer Service:

USA: 1-800-500-8687

Canada: 1-800-268-7195


Asia: 852-2156-9788



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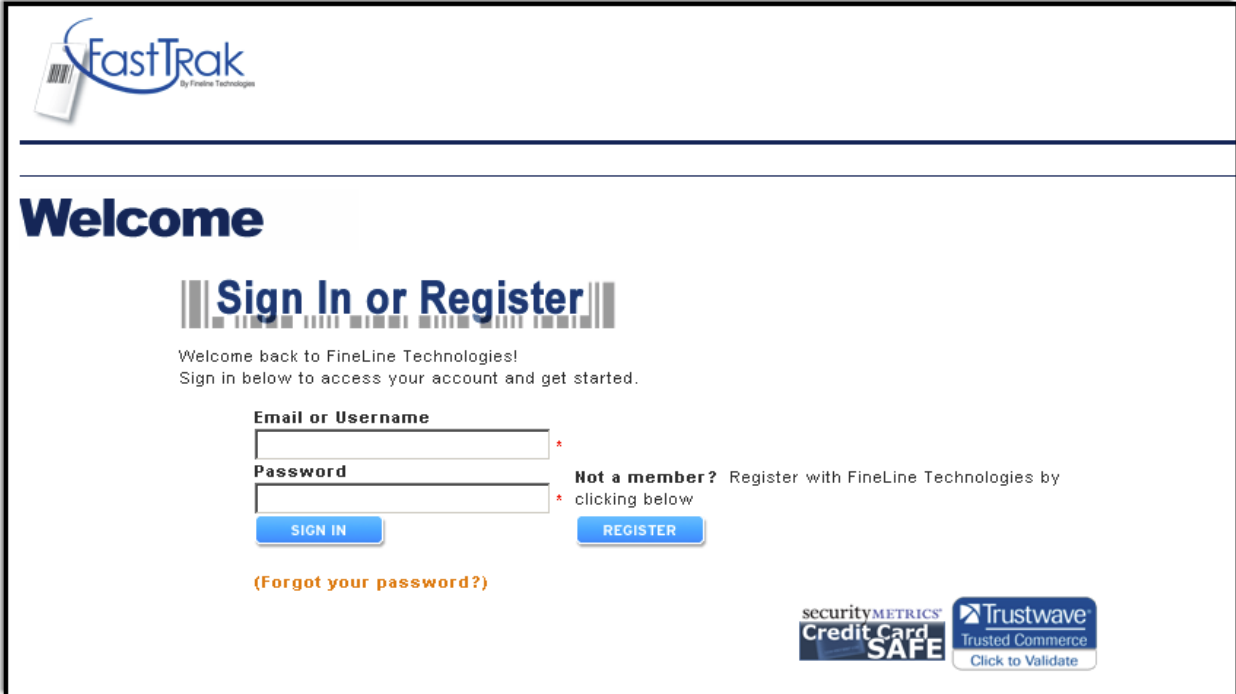
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I. Account Registration

To access FineLine Technologies online ordering system FASTtrak, you will need to register an account with FineLine. Please go to the FineLine website, <http://www.finelineglobal.com> and click the  button.

If you already have an existing FASTtrak account, enter your username/email address and password to login to the site.


***Note: Input boxes with an * require information to proceed with registration.**



The screenshot shows the FASTtrak login and registration interface. At the top left is the FASTtrak logo with a barcode icon. Below the logo is a horizontal line. The main heading is "Welcome" in large blue font. Underneath is "Sign In or Register" with a barcode graphic. A welcome message reads: "Welcome back to FineLine Technologies! Sign in below to access your account and get started." There are two input fields: "Email or Username" and "Password", both with red asterisks indicating required fields. Below the "Email or Username" field is a blue "SIGN IN" button. To the right of the "Password" field is a link: "Not a member? Register with FineLine Technologies by clicking below". Below this link is a blue "REGISTER" button. At the bottom left is a link: "(Forgot your password?)". At the bottom right are two security logos: "securityMETRICS Credit Card SAFE" and "Trustwave Trusted Commerce Click to Validate".

II. New User Registration

If you are an existing FASTtrak customer, you can add a new user to your account by selecting New User Registration. A customer ID number is required to add a new user to an account. If you do not have your customer ID number, contact customer support at 1-800-500-8687 to obtain this information.




Register

Please select the correct registration option below then click Continue to get started.

Select Registration Option

New User Registration
This option is for registering individual users for a company that is already registered with FastTrak. This option will require your **FastTrak Customer Number**.

New Company Registration
Select this option if your company has **never registered with FastTrak**.



Register

Please fill out the contact information below to begin the registration. Your information will not be shared with any other entity. Fields marked with an * are required.

User Registration

Please provide the requested information below. This information will be used to access the On-Line ordering portion of this site. You will only need this one login and password to access any PO associated with any Retailer. You may associate more retailers to your account as we continue to incorporate them into FastTrak. You may do this at any time by clicking 'Manage Account'.

*FastTrak Customer Number: This number must be entered to process the registration.

*First Name:

*Last Name:

*Phone: extension

Fax:


*User ID: *Enter your email address


*Re-enter the User ID:

*Password: *Should be between 8 & 10 characters and contain one number, one upper, and one lower case letter.

*Confirm Password:



I agree to receive new product, promotional and marketing emails from FineLine Technologies. Your contact information will never be sold or provided to any 3rd party.




Once the new user information is entered, select  and verify the information you have provided is correct.




Registration Summary

You are now ready to submit your registration!!! Please review the summary below. You may go back and change any of the information below by pressing the "Previous Step" button. **If you are satisfied with the information, press the "Submit" button to complete the registration.**

 Personal Information	 Company Information
First Name: John	Company Name: FastTrak Master
Last Name: Doe	Country: United States
Email Address: jdoe@finelinetech.com	Address: 3145 Medlock Bridge Norcross, GA 30071 404-848-8585

Click  the button to complete the registration process.




Register

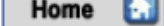
Thank You!!

You have successfully completed the registration process with FineLine Technologies. With your online account, you will have the ability to submit, track, and view your order history 24 hours a day 7 days a week.

Contact us

FineLine Technologies has the fastest turnaround, providing superior service and innovative solutions for the retail supply chain. Please contact our Support Department at 1-800-500-8687 (US) and 852-2-2156-9788 (Asia) for further details. If you need further assistance, please contact us and one of our representatives will help you right away! For US, email to support@finelinetech.com or via phone at (800) 500-8687. For Asia, email to support@finelinetech.com.hk or via phone at 852-2-2156-9788



Once the registration is complete, click the  button to access the FASTtrak website and immediately order online.

III. New Company Registration

To register a new company in FASTtrak, please select new company registration.

FastTrak
By Trak Technology

Register

Please select the correct registration option below then click Continue to get started.

Select Registration Option

New User Registration
This option is for registering individual users for a company that is already registered with FastTrak. This option will require your **FastTrak Customer Number**.

New Company Registration
Select this option if your company has **never registered with FastTrak**.

Click to proceed with registration.

Enter your personal contact information including your email address and desired password.

FastTrak
By Trak Technology

Register

Please fill out the contact information below to begin the registration. Your information will not be shared with any other entity. Fields marked with an * are required.

User ID / Password

Please enter a User ID and Password you want to use to access the On-Line ordering portion of this site. You will only need this one login and password to access any PO associated with any Retailer. You may associate more retailers to your account as we continue to incorporate them into FastTrak. You may do this at any time by clicking 'manage account'.

*First Name:

*Last Name:

*Phone: extension

Fax:

*User ID: *Enter your email address

*Password: *This should include at least 6 letters and/or numbers.

*Confirm Password:

Select the retailers for which you are ordering and enter vendor ID's as required. If you have more than one vendor ID, you may add multiple vendor ID's by entering a comma or space between each ID.

***Note: If you do not have your vendor ID, contact customer service or your retailer to obtain this information. Vendor ID's can also be added under the 'Manage Account' feature in FASTtrak after your registration is approved. Not all retailers require a vendor ID to place an order online.**

Customer Information

Retailer/Vendor ID(s)

Please select the retailers for which you are ordering. For each selected retailer, please enter one or more Vendor ID(s). If you have more than one Vendor ID for a particular retailer, separate the Vendor IDs by a comma or space. Please note that the Vendor ID is unique to each vendor. This number is used to identify your company with the purchase orders that are uploaded to our system. If you are unsure of your Vendor ID for any associated retailer, please contact your buyer or contact our customer service department at 800-500-8687. *Note: Not all retailers require Vendor Id.

	Retailer	Vendor ID
<input type="checkbox"/>	Aeropostale	<input type="text"/>
<input type="checkbox"/>	Bass Pro	<input type="text"/>
<input type="checkbox"/>	BigM Inc.	<input type="text"/> *Enter your 6-Characters vendor id
<input type="checkbox"/>	Bob's Stores	<input type="text"/>
<input type="checkbox"/>	BOLLMAN HAT	<input type="text"/>
<input type="checkbox"/>	Charlotte Russe	<input type="text"/>
<input type="checkbox"/>	Citi Trends	<input type="text"/>
<input type="checkbox"/>	Cost Plus World Market	<input type="text"/>
<input type="checkbox"/>	Crate & Barrel	<input type="text"/>
<input type="checkbox"/>	Deb Shops	<input type="text"/>
<input type="checkbox"/>	dELiAs	<input type="text"/>

***Please note: if you already have a FastTrak account, you may logon to FastTrak and add additional retailers to your existing account.**

Enter your company contact information.

Contact Information

Please enter all required contact information below.

*Company Name:

*Country:

*Address Line 1:

Address Line 2:

*City:

State: (required for United States)

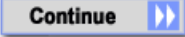
*Zip Code:

*Contact Name:

*Contact Phone:

*Contact Fax:

*Contact Email:

Click  to proceed to the next page.

Select your desired method of payment.

Credit Card

Credit Card Type:

Name On Card:

Card Number:

Card Expiration: Month Year

Wire Transfer *Payment must be made prior to shipping any orders. A proforma order will be emailed once you complete your order

Payment Terms and Conditions *A credit application must be completed to set up terms. Please select one of the options below.
 Payment terms & conditions customers will receive their invoices electronically via email, which reduces paper, printing and processing time. In addition to the reduction of invoice processing time, the implementation of E-Invoicing will improve service levels by helping to alleviate lost and/or delayed invoices. E-Invoicing ensures that FineLine Technologies and our customers make an invaluable contribution to achieving environmental sustainability. Reducing the number of paper invoices saves trees and reduces disposable waste.

If you wish to opt out of E-Invoicing please click the opt out box here. Opt-out:

Fill out a credit application (CREDIT APPLICATIONS WILL NOT BE PROCESSED OR APPROVED UNTIL THE 1ST ORDER IS PLACED. PLEASE THEN ALLOW 4-5 DAYS FOR REVIEW AND APPROVAL.)

Do not fill out a credit application (I am a current FineLine Net Terms customer)

Do not fill out a credit application (Other)

COD *Only available for orders shipping within USA



ACH Account Debit *For US customers only

Bank Account Number:


Bank Routing Number:

Pre-Pay *Pre-Pay by check/Alipay is available. For Pre-Pay payment method, your order will not ship until payment is received. Alipay is for non-US customers only.

PrePay-Type:

If you have chosen Payment Terms and Conditions as your method of payment, an online credit application will be available on the following page.



Credit Application

Guarantee: In consideration of the credit advanced by FineLine Technologies, the undersigned does hereby jointly and severally, absolutely, and unconditionally guarantee to FineLine Technologies the prompt payment of the entire obligation. This includes such interest that may accrue, and legal expenses, attorney's fees and costs incurred by FineLine Technologies, in collecting and/or enforcing the amount of the obligation. It is specifically understood and agreed that this Guarantee is a guarantee of payment and not collection. The payment terms being offered by FineLine Technologies are NET 30 days. For any invoice 15 days past the due date, FineLine Technologies reserves the right to charge the credit card entered below for the full amount of the invoice without notification to the card holder prior to the charge. **Credit application will not be ran until first order is placed.**

Company/Contact Information

Please enter you company and contact information below. Fields marked with an * are required.

*Company Name:

*Country:

*Address Line 1:

Address Line 2:

*City:

State:

*Zip Code:

*Contact Name:

*Contact Title:

*Contact Phone:

*Contact Fax:

*Contact Email:

*Type of Business:

Name(s) of Owners/Principal(s):

Dunn & Bradstreet#:

*Amount of Credit Requested:

*Monthly Volume Expected:

Trade References

Trade Reference 1

*Company Name: *Contact: *Contact Phone: *Contact Fax:

Trade Reference 2

*Company Name: *Contact: *Contact Phone: *Contact Fax:

Bank Reference

*Bank Name:

*Account Number:

*Phone:

*Fax:

Contact Information For Payment/Invoices

Fill in information below in regards to who FineLine should contact for billing. Fields marked with an * are required.

*Contact Name:

*Contact Title:

*Phone:

*Fax:

*Email:

*Credit Card Type:


*Credit Card Number: Please use no spaces or dashes

*Name On Card:


*Card Expiration: *Month: *Year

*Billing Zip Code:

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Click  to proceed to the next page.

Enter Bill To information as required.



Register

Please provide your Bill To and Ship To information below.

Bill To Information

Please enter all required Bill To information below. Once registered, you can add more Bill To addresses to your account profile. Fields marked with an * are required.

*Company Name:	<input type="text" value="Example"/>
*Country:	<input type="text" value="United States"/>
*Address Line 1:	<input type="text" value="3145 Medlock Bridge Rd."/>
Address Line 2:	<input type="text"/>
*City:	<input type="text" value="Norcross"/>
State:	<input type="text" value="GA"/>
Zip Code:	<input type="text" value="30071"/>
*Accounts Payable Contact:	<input type="text" value="Jane Doe"/>
*Contact Phone:	<input type="text" value="800-500-8687"/>
Contact Fax:	<input type="text" value="800-500-8687"/>
*Contact Email:	<input type="text" value="janedoe@finelinetech.com"/>

Select the checkbox if Ship To Information is same as Bill To Information

Select the checkbox if the Ship to Information is the same as the Bill to Information. A new shipping address can be added with each order if necessary.

***Note: You can also add multiple shipping addresses to your account by selecting the 'Manage Account' feature upon registration approval and login.**

Ship To Information

Please enter all required Shipping information below. Once registered, you can add more Shipping addresses to your account profile. Fields marked with an * are required.

*Company Name:	<input type="text" value="Example"/>
*Country:	<input type="text" value="United States"/>
*Address Line 1:	<input type="text" value="3145 Medlock Bridge Rd."/>
Address Line 2:	<input type="text"/>
*City:	<input type="text" value="Norcross"/>
State:	<input type="text" value="GA"/>
Zip Code:	<input type="text" value="30071"/>
*Contact Name:	<input type="text" value="Jane Doe"/>
*Contact Phone:	<input type="text" value="800-500-8687"/>
Contact Fax:	<input type="text" value="800-500-8687"/>
Contact Email:	<input type="text" value="janedoe@finelinetech.com"/>

Please click on to review registration.

Registration Summary

You are now ready to submit your registration!!! Please review the summary below. You may go back and change any of the information below by pressing the "Previous Step" button. If you are satisfied with the information, press the "Submit" button to complete the registration.

Personal Information

First Name:
Jane

Last Name:
Doe

Email Address:
janedoe@finelinetech.com

Company Information

Company Name:
Example

Country: United States

Address: 3145 Medlock Bridge Rd.
Norcross, GA 30071
800-500-8687
800-500-8687

Payment Information

Payment Method:
COD

Bill To Information


Company Name:
Example


Address: 3145 Medlock Bridge Rd.
Norcross, GA 30071
800-500-8687
800-500-8687

Ship To Information

Company Name:
Example

Address: 3145 Medlock Bridge Rd.
Norcross, GA 30071
800-500-8687
800-500-8687

Please review the registration summary to confirm all of your information is correct.
Click on **Submit**  to complete the registration process.



Register


Thank You!!

You have successfully completed the registration process with FineLine Technologies. With your online account, you will have the ability to submit, track, and view your order history 24 hours a day 7 days a week.

Your account will be activated within the next 24 hours. You will receive a confirmation Email within the next 24 hours that will enable you to access your account and begin ordering!!

Contact us

FineLine Technologies has the fastest turnaround, providing superior service and innovative solutions for the retail supply chain. Please contact our Support Department at 1-800-500-8687 (US) and 852-2-2156-9788 (Asia) for further details.
If you need further assistance, please contact us and one of our representatives will help you right away!
For US, email to support@finelinetech.com or via phone at (800) 500-8687
For Asia, email to support@finelinetech.com.hk or via phone at 852-2-2156-9788

[Home](#) 

Please allow FineLine Technologies 24 hours to review your new company registration.

You will receive an automatic email confirmation advising permission to login once your registration has been approved.

Contact customer support at 1-800-500-8687 or support@FinelineTech.com if you need immediate assistance.