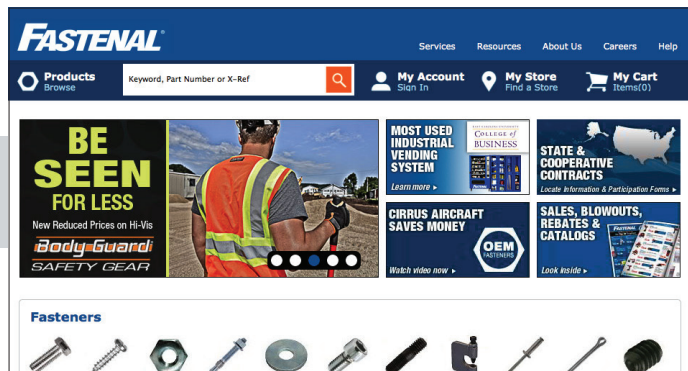




FASTENAL SUPPLIER PORTAL REGISTRATION GUIDE **CURRENT SUPPLIERS**

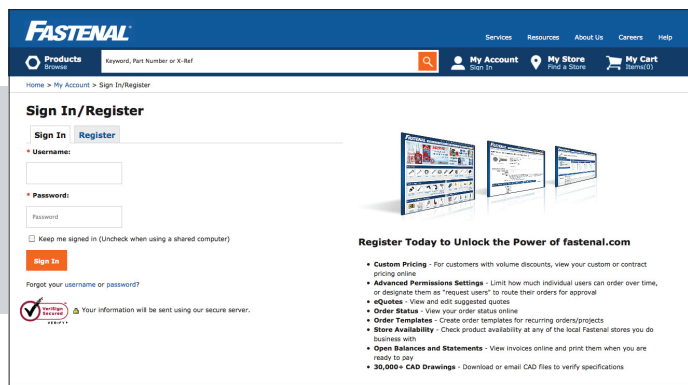
REGISTRATION MUST BE COMPLETED BY FASTENAL SUPPLIER

Log on to www.fastenal.com and click on “My Account/ Sign In”.



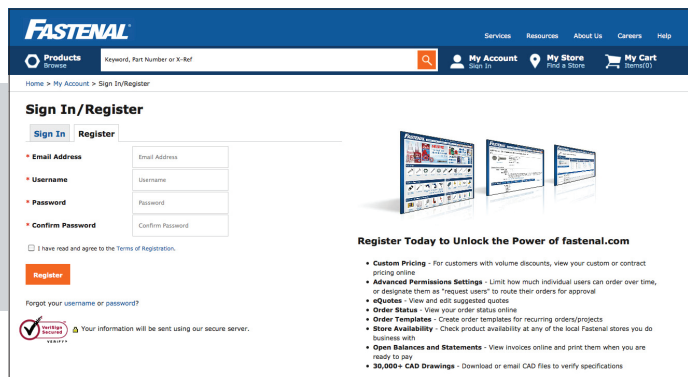
If you already have a login, enter your username and password.

If you are a current supplier, new to the portal, click “Register”.



Enter your valid email address, a unique username & password and confirm your password.

****You must agree to the Fastenal Terms & Conditions to proceed with Registration****



Current Suppliers registering for the first time will have a security code sent to the email address provided. Follow the link provided in the email or enter the code in the open field and click “Continue” to proceed.

The screenshot shows the Fastenal website's 'Security Code Confirmation' page. The header includes the Fastenal logo and navigation links: Services, Resources, About Us, Careers, and Help. Below the header is a navigation bar with 'Products Browse', a search bar with 'Keyword, Part Number or X-Ref', and links for 'My Account Sign In', 'My Store Find a Store', and 'My Cart Items(0)'. The main content area has a breadcrumb trail 'Home > Register' and a title 'Security Code Confirmation'. The text states: 'A security code has been sent to tracemueller@hotmail.com. Follow the link provided in the email or enter the security code in the field below to complete registration.' There is a text input field for the 'Security Code' and a red 'Continue' button. Below the button are links for 'Send New Code' and 'Use Different Email'.

Enter your Supplier Number and two Purchase Orders. If you don't have access to two Purchase Orders, please contact your Fastenal Representative or email suppliercompliance@fastenal.com

The screenshot shows the Fastenal website's 'Register' page. The header and navigation bar are identical to the previous page. The main content area has a breadcrumb trail 'Home > Register' and a title 'Register'. Under the heading 'Special Account Types (Optional)', it asks the user to select special considerations. There are three radio button options: 'I am a government employee (Federal - local - state, authority, or non-profit)', 'I am a current or potential supplier of Fastenal' (which is selected), and 'I am a Fastenal employee'. Below these are three text input fields for 'Supplier Number', 'Purchase Order One', and 'Purchase Order Two'. There are also two checkboxes: 'I am a Fastenal employee' and 'I am a current or potential Fastenal customer'. Under the heading 'Account Number', there are two radio button options: 'I want to register under an account and I have access to two invoices for this account for verification' and 'I do not have access to two invoice numbers - register me anyway (you will not have access to account information such as pricing, etc)'. A note states: '** Note: You can add store accounts after registration under My Accounts - Store Accounts'. At the bottom is a red 'Continue' button.

Now that you're registered, you can maintain your general supplier information, locations and contact data using the Supplier Portal under “My Account”.

The screenshot shows the Fastenal website's 'Your Supplier Registration' page. The header and navigation bar are identical to the previous pages. The main content area has a breadcrumb trail 'Home > My Account > Supplier Portal' and a title 'Your Supplier Registration'. The text says: 'Thank you for creating an online account with Fastenal. You are now logged in! Now that you are registered, you can maintain your general supplier information, supplier locations and contact data using the Supplier Portal found under My Account.' Below this is a section titled 'Supplier Portal' with a list of links: 'General Supplier Information', 'Invoice Presentation', 'Supplier Locations', 'Contacts', and 'Product Catalog'.

For assistance, contact the Supplier Compliance Team
suppliercompliance@fastenal.com