

Accessing the Website

When you join one of the Trade Exchanges utilizing the Do Barter software you will be given a link to the website as well as assigned a user name and password. This website is your 24 hour, 7 day a week Trade Broker.

From this site you can:

- ➔ See items for sale
- ➔ View your statements
- ➔ Buy products and services
- ➔ Check your account balance
- ➔ View the Member Directory
- ➔ View the rules and regulations
- ➔ Pay your fees
- ➔ Place and participate in Auctions
- ➔ Shop in the Barter Store
- ➔ Post an item for sale in the Barter Store
- ➔ Edit your contact information
- ➔ Edit your description
- ➔ Refer another business to the network

Log In/Log Off

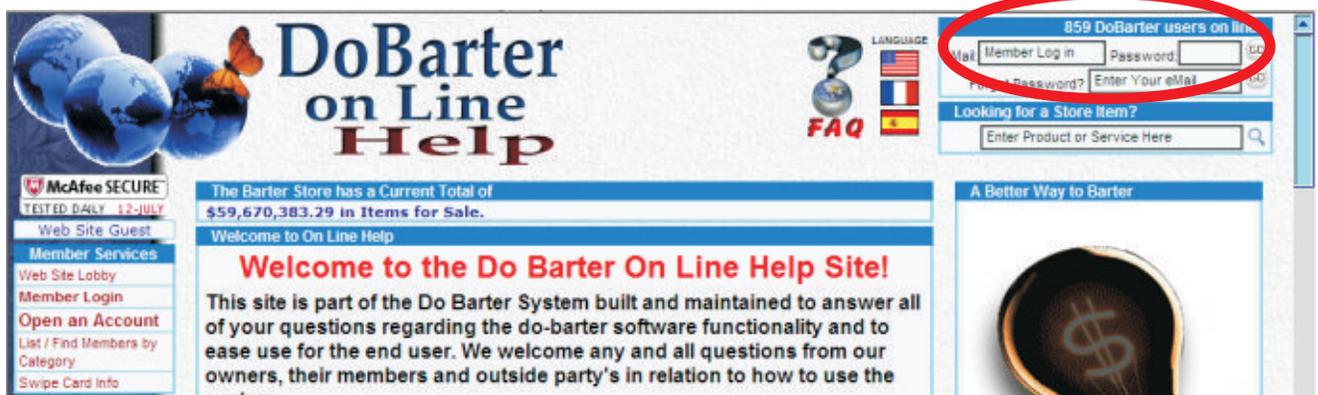
To use the website it is necessary to log in with the valid email address provided to your local broker and the password generated by the Do Barter automated system (which you can edit after you log in).

If you have not received your password via email or you are not able to gain access, click on "Forgot Your Password? Or call your local broker. Do Barter can not access this information.

Log In

- ➔ Go to the web site provided by your local exchange
- ➔ Enter your email address and password.
- ➔ Click on **Go** to log in.

**You will be able to tell you are logged in if your name appears on the menu home page, rather than website guest.



Log Off

For security purposes, login sessions automatically expire after a period of time with no activity. We strongly recommend that you *Log Off* from the site when you leave our site or your computer. To *Log Off*, simply close your web browser.