



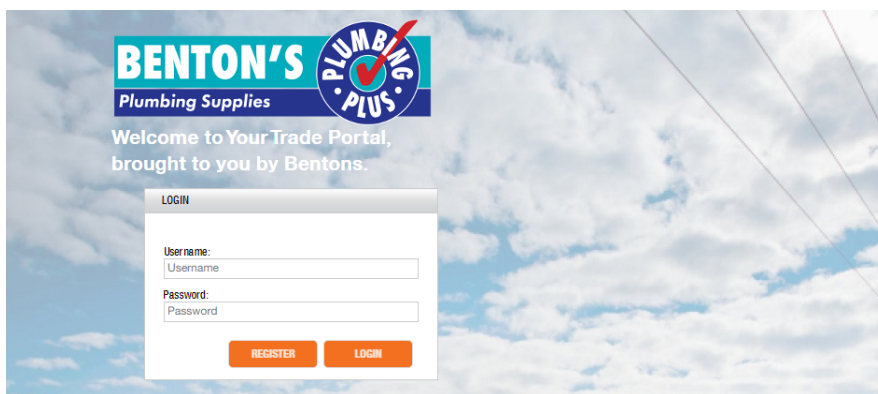
Trade Portal registration guide

If you are a new account customer and you wish to gain access to our new Trade Portal just follow the steps below to register.

01 Open the Trade Portal

[Open the Trade Portal](#)

<https://tradeportal.bentons.com.au/>



02 Have your latest statement ready

Make sure you have a copy of your last statement and that it has the Trade Portal Reference number. If there is no Trade Portal Reference number, please call Benton's head office for assistance.

EFT Details - Acct Name: Keistand P/L
BSB 013 274
Acct No 3098 23515
Please put your account number (listed below) as a reference.

STATEMENT TO	
TESTPLUM	
10 TEST PLUM STREET	
TESTINGTOWN	
VIC	3033

Trade Portal Reference: 7xvZ5WZVI3dA

Account No.		Period Ending		
000003		31/07/14		
DATE	TYPE	REFERENCE	DEBIT	AMOUNT

Account		Period Ending	
000003		31/07/14	
DATE	REFERENCE	AMOUNT	

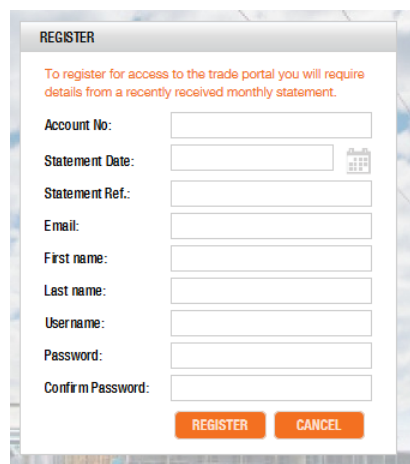
PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

Example statement from the Benton's registration instructions.

Complete your registration

03 Select Register

On the login page, select the registration button and complete the form using the details below.



Form field	What to enter
Account No	Your Benton's account number, shown on your statement.
Statement Date	The date of the statement you are using to register.
Statement Ref	The Trade Portal Reference number on that statement.
Email	The email address to receive invoices, quotes or statements.
First Name / Last Name	The account holder's first name and surname.
Username	Choose a username for your account.
Password	Choose a password containing letters and numbers.
Confirm Password	Enter the same password again.

04 Sign in

Once registration is complete, return to the login page and sign in with your chosen username and password.

[Open the Trade Portal](#)

Need help?

Contact your local Benton's store to sign up, or contact [Benton's Head Office](#) for help with registration or a missing Trade Portal Reference.

Existing Trade Online Customers

For those Benton's customers that are already using the old Trade Online website, you will also need to register on the new Trade Portal Site. Unfortunately we were unable to migrate your existing login details to the new Portal. Simply follow the steps outlined in the New Trade Portal Customers section, listed below, to re register.