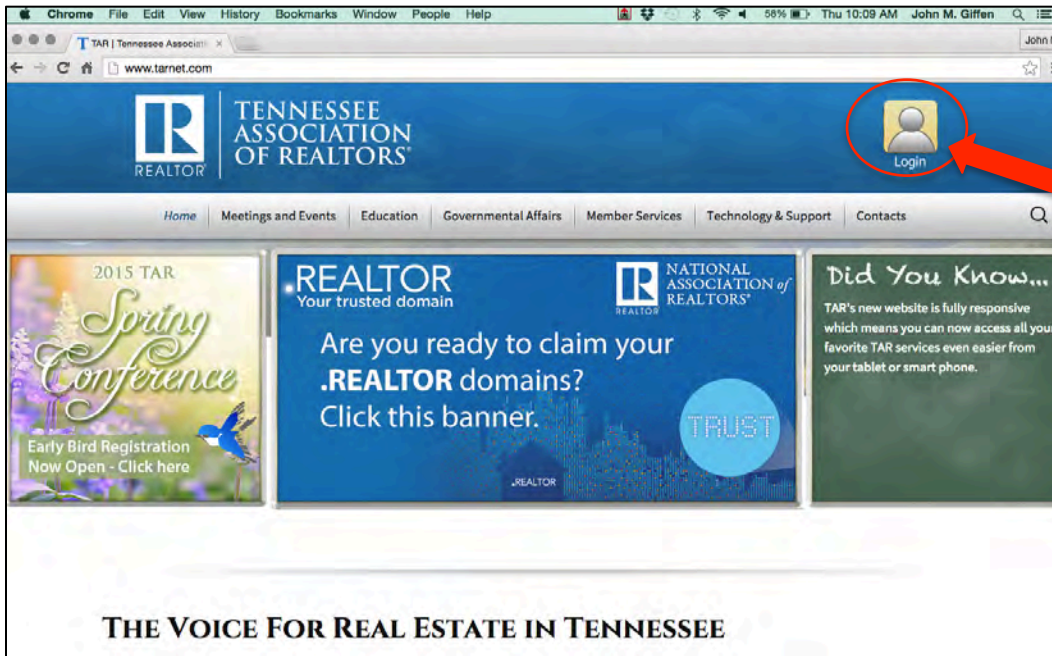


## Accessing Benchmark TAR Forms on TAR's Website and in Transaction Desk

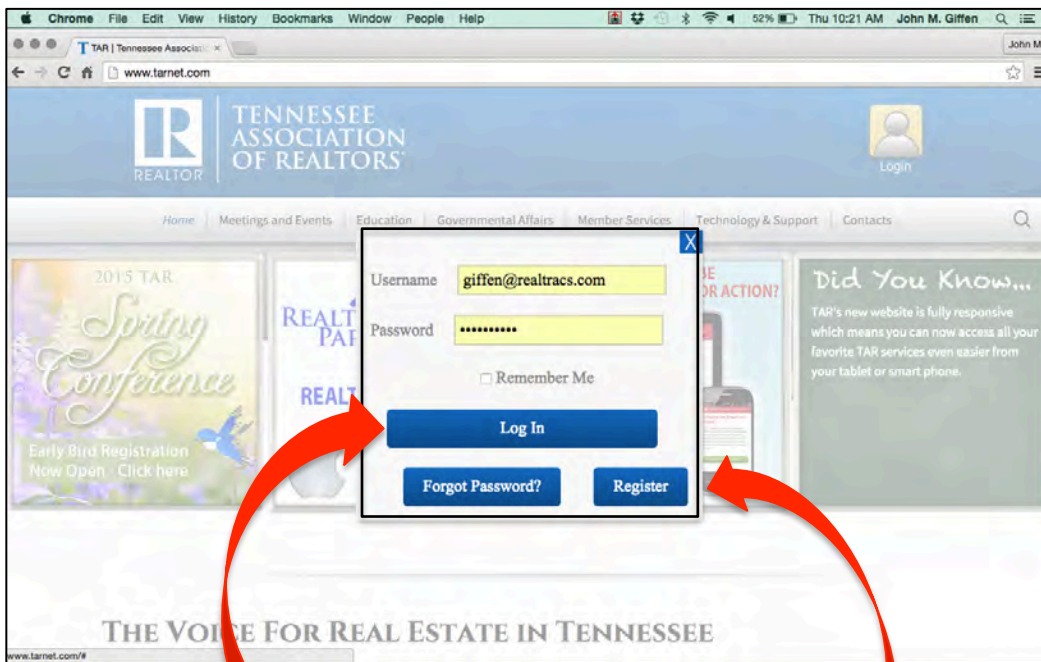
Go to <http://www.tarnet.com>

**STEP 1**



**CLICK ON  
"LOGIN" TAB**

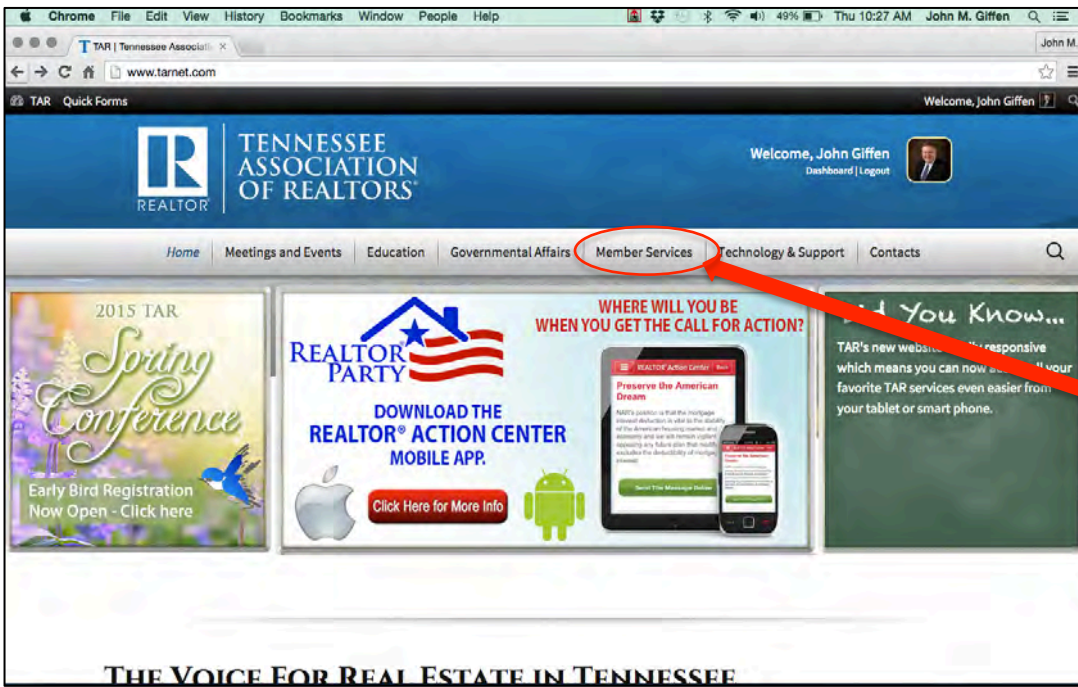
**STEP 2**



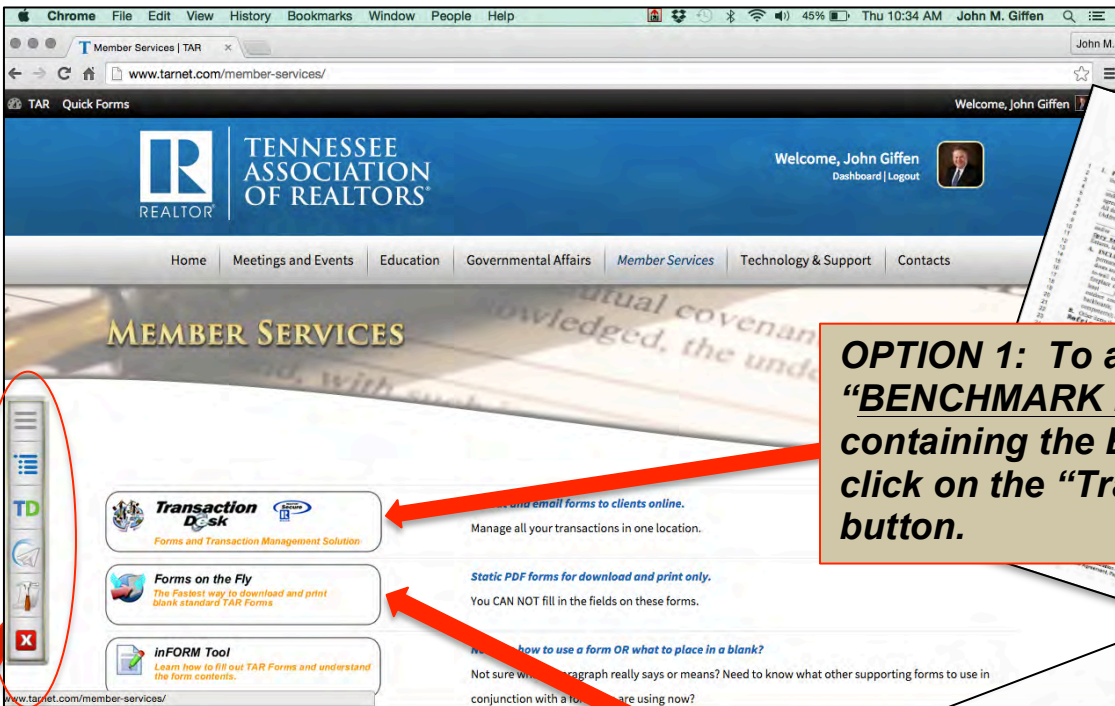
**IF YOU ARE ALREADY  
REGISTERED ON TARNET  
ENTER YOUR USERNAME  
AND PASSWORD**

**FIRST TIME USERS  
MUST REGISTER  
HERE!**

**STEP 3**



**CLICK ON "MEMBER SERVICES"**



**OPTION 1: To access "BENCHMARK BRANDED" forms containing the Benchmark logo click on the "Transaction Desk" button.**

Note: The sidebar is a quick way to access the features of TARNET.

- Member Services Menu →
- Transaction Desk →
- Forms on the Fly →
- Inform Tool →

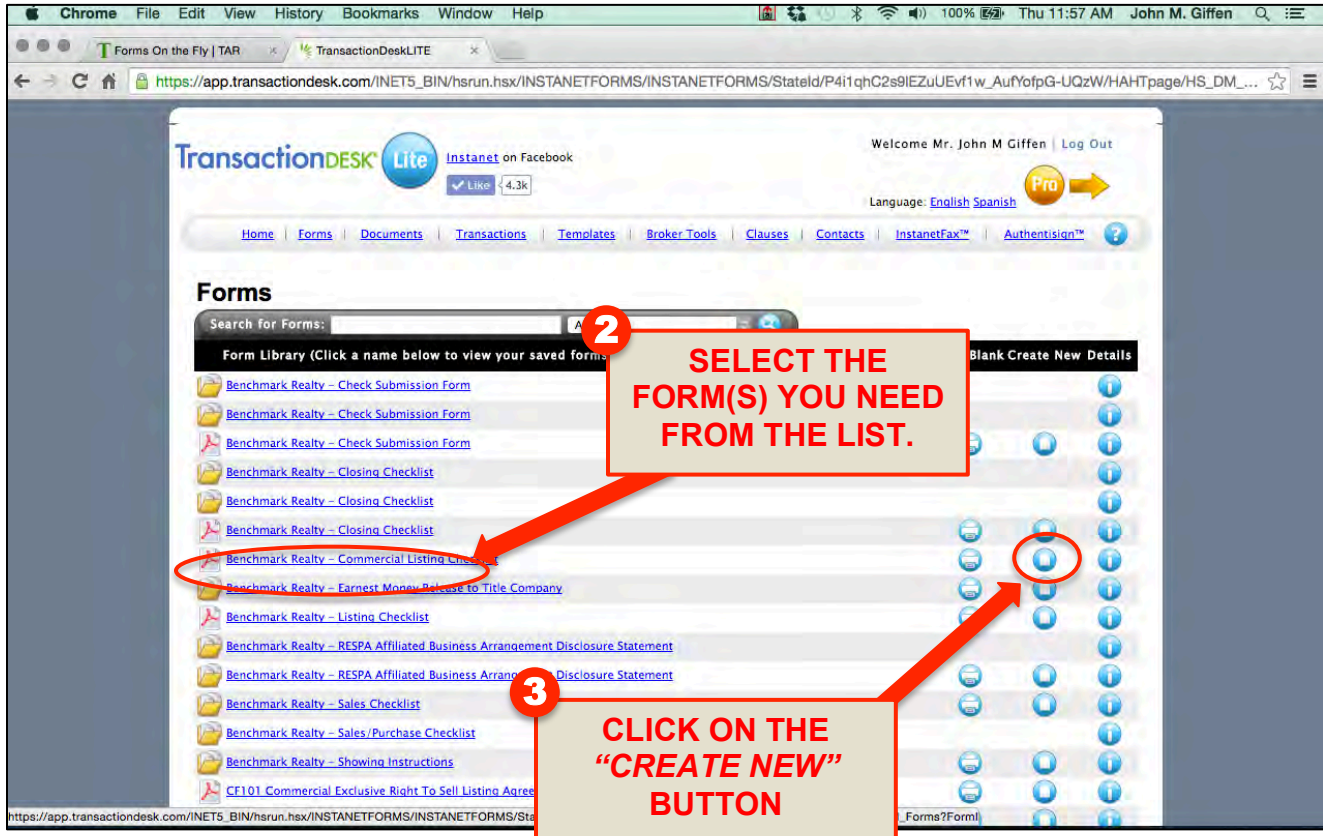
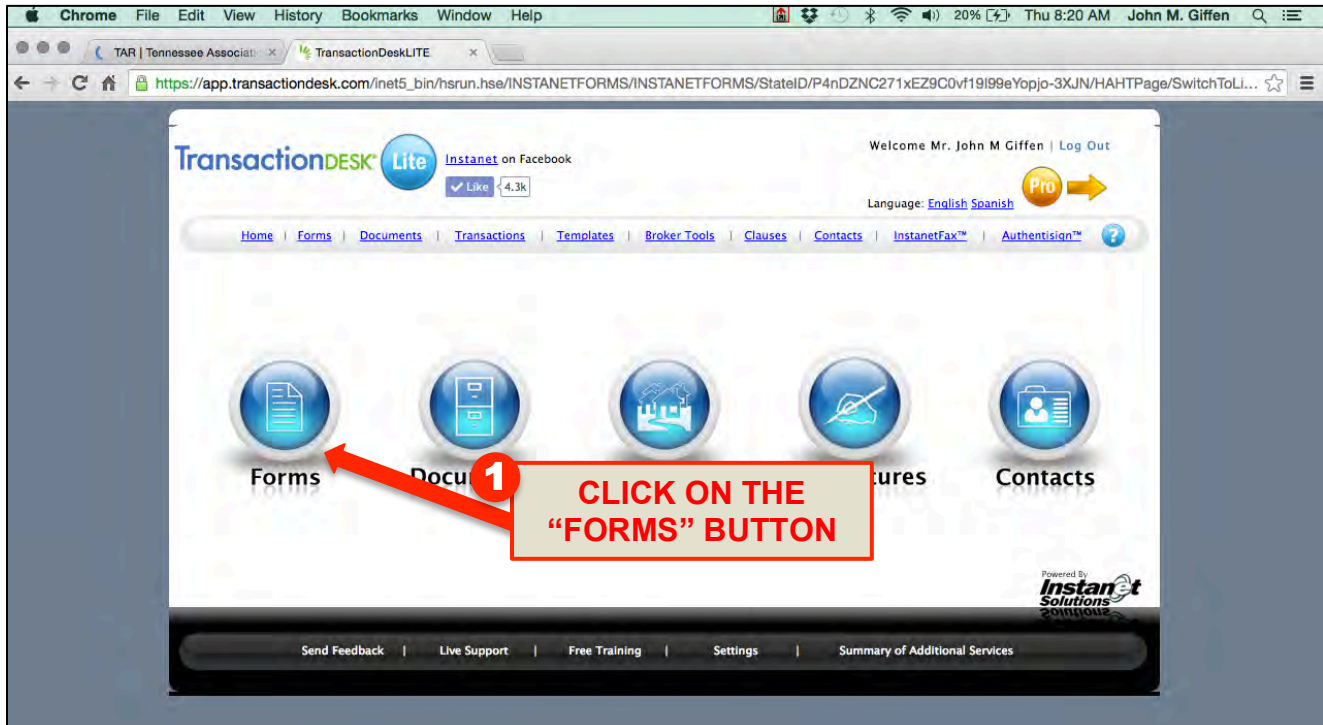


**OPTION 2: To access "NON-BRANDED" without the Benchmark logo click on the "Forms on the Fly" button.**

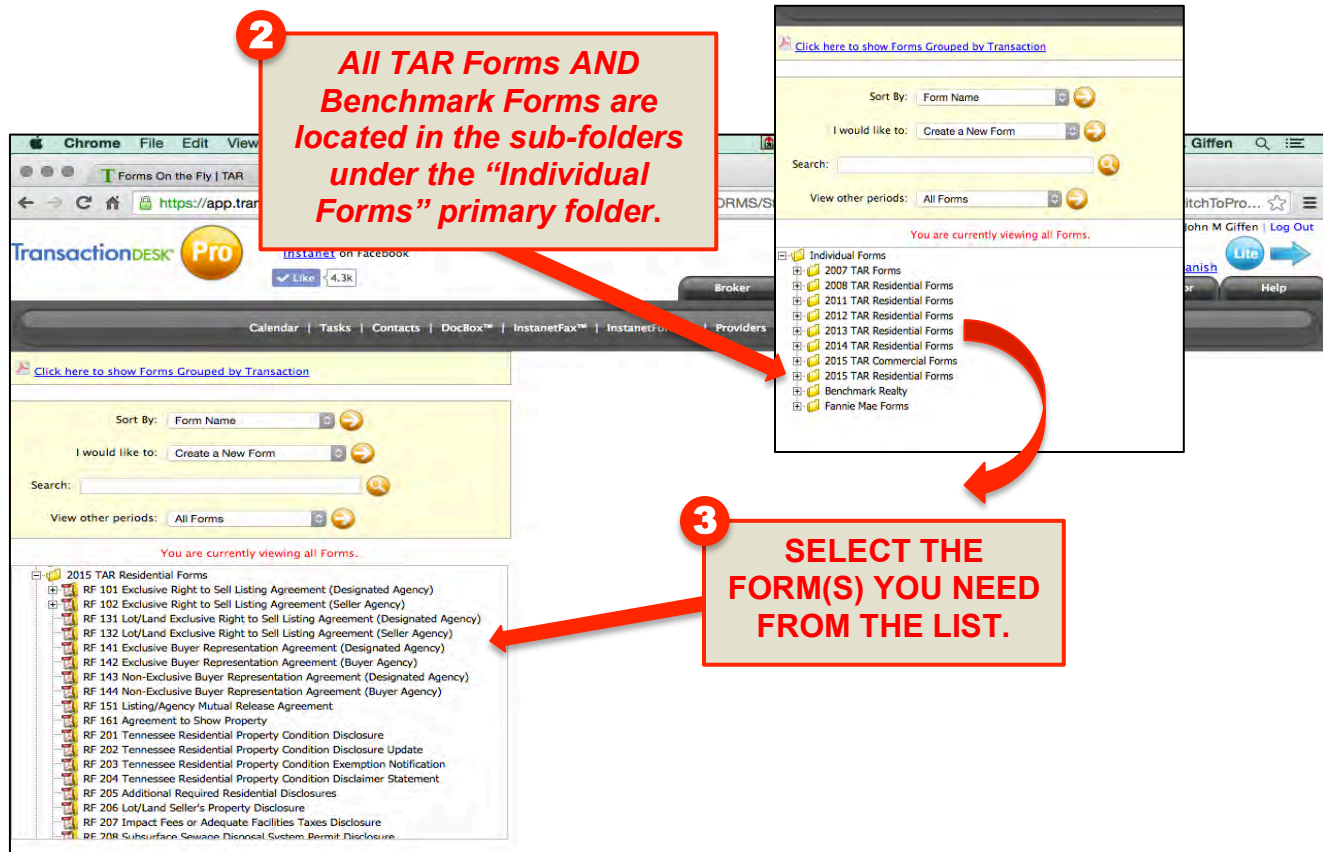
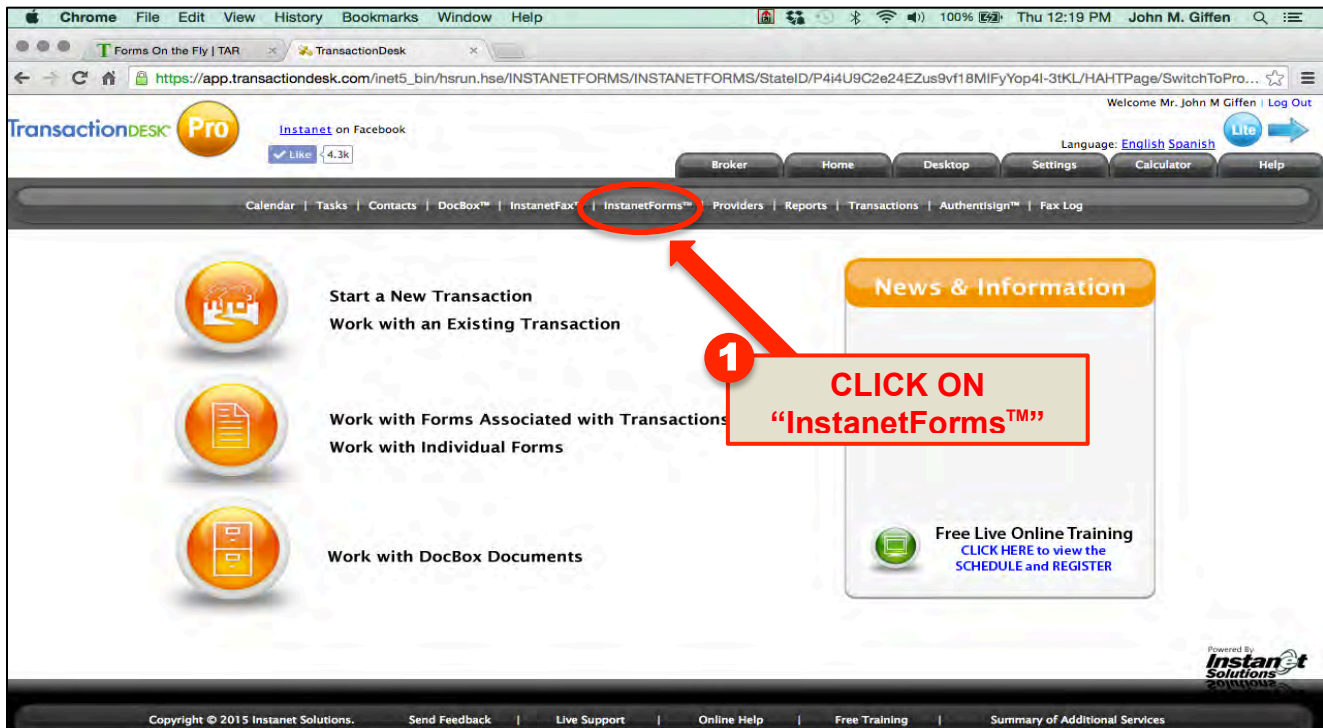


**STEP 4**

# Transaction Desk "LITE" Version Users:



# Transaction Desk "PRO" Version Users:



Need Help? Call (800) 668-8768 for assistance with Transaction Desk or view their training webinars by clicking the "Free Training" tab at the bottom of the Transaction Desk home page.

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