

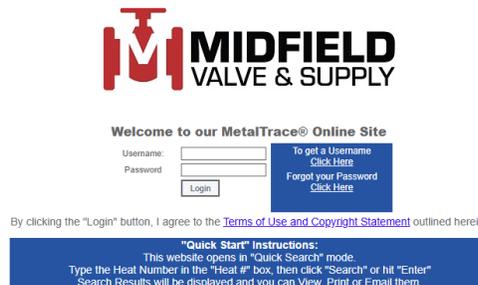


How to Register for a Midfield Valve & Supply MetalTrace Account

Follow these steps to create your account:

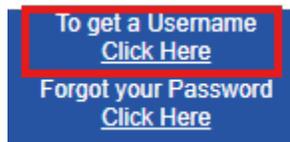
1. Go to the MetalTrace Website

- Open your browser and visit: <https://midfield.host.traceapps.com>.



2. To register for a new login

- On the top-right corner of the homepage, under To get a Username click the “**Click Here Link**”.



3. Enter Your Details

- Fill in the required fields:
 - **First Name/Last Name**
 - **Company Name & Address**
 - **Phone Number**
 - **Email Address**
 - Choose a **Username**
 - Create a **Password**
 - **Primary Trace Applications Inc. Branch I do business with: Select “Midfield – Main”**

4. Submit Your Information

- After completing the form, click **Submit**.

5. Notify Midfield MetalTrace Admin

- **Important:** Once you've registered, send an email to mtr.admin@midfieldvalvesupply.ca with your name and company details. This step is required for your account to be finalized.

6. Confirmation of Account Creation

- Once your account has been accepted by Midfield Admin you will receive a confirmation email from (MetalTrace New Account Request automated-noreply@traceapps.com).
- Once you receive this email you now can return to the website and log in using your username and password you set in the initial setup.