

ENROLLMENT GUIDE

EARN CASH BACK FROM THE HOME DEPOT

A National Rebate Incentive Program for OMNIA Partners participants

- Enroll to receive potential annual rebates of up to 5% on all qualifying pre-tax purchases*
- Convenient payment options – register credit cards, debit cards, checking accounts, p-cards, Pro Purchase Cards, and The Home Depot Accounts to get credit for spend
- Sign up and start saving, visit homedepot.com/c/pro_xtra

For assistance call 866-333-3551



With membership in ProXtra, you get access to benefits tailored specifically for Pros: exclusive savings, dedicated service, job-lot quantities, volume pricing, same-day delivery, and more. It's our way of showing how much we understand your needs and value your business.

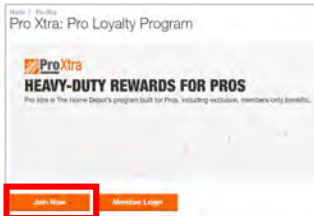
Thanks, 

*"Credit cards" are described as forms of payment including credit cards, P-cards, checking accounts, Pro Purchase cards, or Home Depot Net 30 accounts (for PO purchases) that will be used to make purchases from The Home Depot. P-cards must be registered and have an OMNIA-US Communities specific agreement code assigned to receive potential annual rebate incentives. Participating public agencies with annual net purchases of \$10,000–\$25,000 are eligible for a 1% rebate; with annual net purchases of \$25,000–\$100,000, a 2% rebate; and with annual net purchases over \$100,000, a 5% rebate.

ENROLLMENT STEPS

Register for ProXtra with Home Depot to take advantage of the partnership with OMNIA Partners

NEW CUSTOMERS: LOCATE YOUR TAX ID NUMBER BEFORE STARTING ENROLLMENT



1. SIGN UP

Go to [Homedepot.com/c/Pro_Xtra](https://www.homedepot.com/c/Pro_Xtra) and click "Join Now"



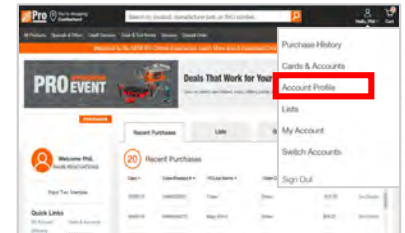
2. CREATE ACCOUNT

Complete required fields and check box for "Yes, enroll me in the Pro Xtra loyalty program", then click "Next"



3. COMPLETE REGISTRATION

Enter in your company information into the required fields, select your Business or Trade type, and click "Register for Pro Xtra"



4. ACCESS ACCOUNT PROFILE

Click the drop down menu in the top right of the page and select "Account Profile"



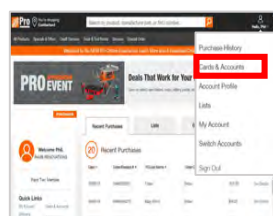
5. SCROLL TO AGREEMENT CODE

Scroll down the page and find "Agreement Code", then click "Add a default agreement code to your account"



6. ADD AGREEMENT CODE

Enter in Agreement Code **USC and your Tax ID**. Check the box to apply the code to all existing payment methods, then click "Save Changes" and then "Yes, Apply to All"



7. ACCESS CARDS & ACCOUNTS

Click the drop down menu in the top right of the page and select "Cards & Accounts"



8. ADD CREDIT CARD

Click "Add Card" Then input information to add card for tracking of spend under the program



For any questions, call 866-333-3551 or visit www.homedepot.com/gov

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