



Welcome to EGPCConnect!

EGPCConnect is an online tool that allows clients to obtain files from a secured site – no emails, or snail mail. Clients can obtain file information 24 hours a day, 7 days a week, all throughout the year. EGPCConnect is not meant to be a working environment. Please do not try to OPEN the file within the browser – it will not open. EGPCConnect is a simple way to obtain information online when files are too large to cross email servers and instant access is needed. If you have Internet Explorer (IE) 7 please disregard 2 and 3 and skip to 4 after completing step 1.

To retrieve files from **EGPCConnect**, simply follow these steps:

1. Input User Name and Password

- a. Once it has been determined that your work will need to be placed on the EGP FTP site go to our website <http://egpinc.com/CustLogin.php>. The Customer Login page will load.
- b. Input your provided User Name and Password. Click the **Login** button.
- c. Your file documentation will appear in the window. Please select your desired file(s).

2. IE 6 Users

- a. Right-click on the file name (link) and choose to **“Copy to Folder”** or **“Save Target As”**. **Browse for Folder Window** or **Save as Window** will open and you will need to select the file destination.
- b. If multiple files are to be downloaded, you will need to highlight all the files that you want to save, right click, and choose to **“Copy to Folder”** or **“Save Target As”**. **Browse for Folder Window** or **Save as Window** will open and you will need to select the file destination.

3. Open the files to review.

- a. Locate the destination in which you saved your files.
- b. Choose to open the file by double-clicking on the icon.

4. IE 7 Users

- a. To view the FTP site in Windows Explorer, click **Page**, and then Open FTP Site in Windows Explorer.
- b. Please go to next page for visual.

Oakland, CA

Boca Raton, FL

Orlando, FL

Panama City, FL

Atlanta, GA

Charlotte, NC

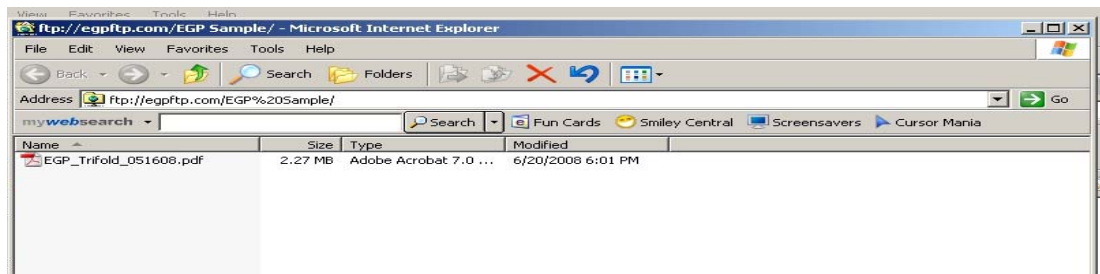
Houston, TX



- c. The “Log On As” window will pop up. Use the password that has been provided.



- d. Highlight the file and right click on it. The options box will open, please highlight Copy to Folder and when the **Browse for Folder Window** opens, select the file destination.



Go to step 3 above to open and review files.

If you need additional assistance on **EGPConnect**, please contact our office at 678.904.8739.

Thank you for your business and welcome to EGPConnect!