



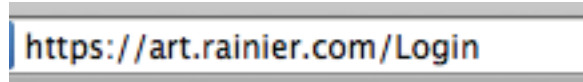
FTP Info

18375 Olympic Ave South • Seattle, WA • 98188

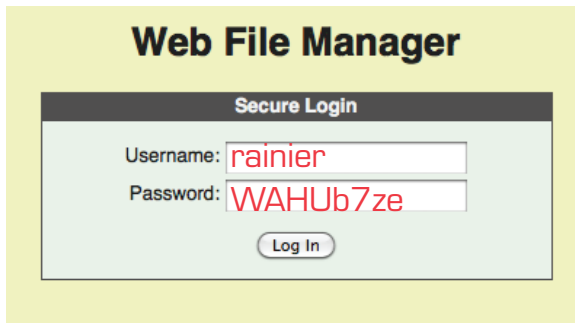
www.rainier.com • for assistance or login issues contact Ed Viars: edv@rainier.com or 425.981.1282

Before you name a file to be uploaded, make sure ALL files contain LESS than 30 characters in the name including the Stuffit or Zip file extensions.

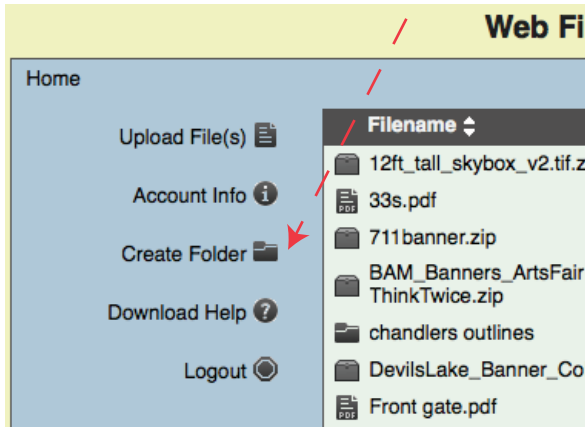
Step 1 Open your internet browser and type:
https://art.rainier.com



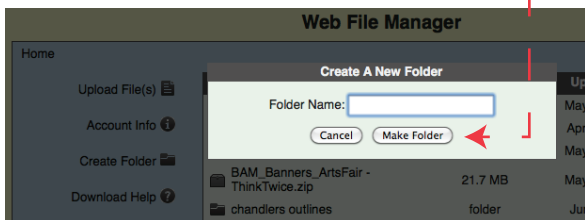
Step 2 Enter provided user & password *



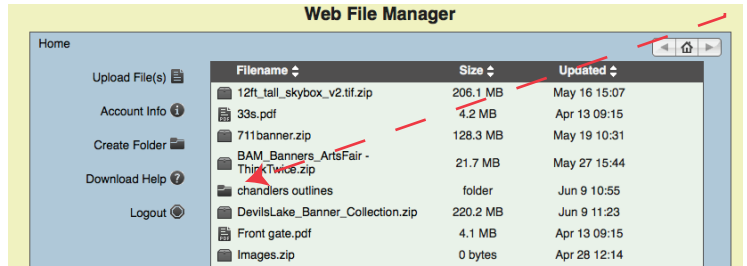
Step 3 To create a new folder click **Create Folder**



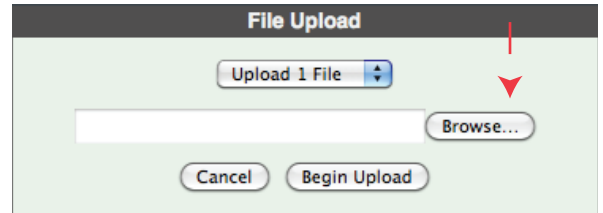
Step 4 Name your folder and hit **Make Folder**



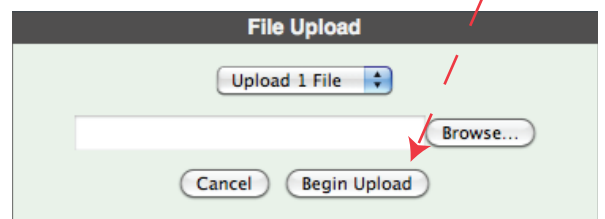
Step 5 Locate your folder and Double click on it



Step 6 To Upload files click on the **Browse** button and locate your file or compressed folder on your Desktop or Hard Drive.



Step 7 To begin uploading file click on **Begin Upload**



* New Program clients will be e-mailed their own individual User name and Password.