



TRI-MEweb Reference Guide 1

How to Add TRI-MEweb and Add a Facility Profile to a New Preparer's CDX User Account.

Instructions for preparers who need a new Central Data Exchange (CDX) User account

Role: Preparer – Person who will be preparing TRI forms for submission but is not authorized to certify.

Application Access: If you have never used CDX to prepare your TRI forms to EPA, you will need to create a new CDX user account to access the TRI-MEweb application for Forms R and/or A preparation.

TRI Facility Account Access: User will need your 7 digit Access key and TRI Facility Identification Designator (TRIFID) assigned to their facility's location.

Start

Instructions on how to register at the CDX website and add the TRI-MEweb application in your new CDX user account.

1. Go to <http://cdx.epa.gov> to create your new CDX user account.
2. Read the **Warning and Privacy** notices.
3. On the CDX login page **click** on the button: "**Register with CDX**" See red arrow in Figure 1.

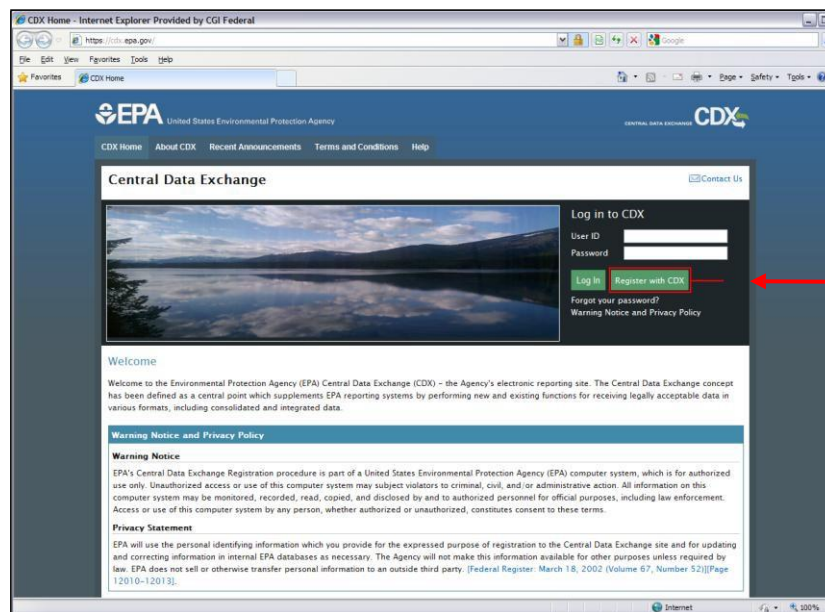


Figure 1: CDX Login web page.



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4. Review the Terms and Conditions, select "**I Accept**", and **Click** on the "**Proceed**" button.
5. You will then be forwarded to step 1 of 4 in the Core CDX Registration Process, the **Active Program Services List**. In the search field, enter "TRI," "TRI-MEweb," "EPCRA 313," or other TRI-related search terms and select "**TRIMEweb: Toxic Release Inventory Made Easy Web**" from the Active Program Services List, as shown in Figure 2.

Did you know?

Your MyCDX account can host up to 64 EPA applications. TRI-MEweb is just one of them.

SWENOR: Stormwater Notice of Intent for MSGP, NOI, LLW, and VGP

TRIME: Toxic Release Inventory Made Easy

TRIMEweb: Toxic Release Inventory Made Easy Web

TSCA: TSCA

VERIFY: Vehicles and Engines Compliance Information System

VERIFY MFR REG: Request Manufacturer Code for Vehicle or Engine Compliance

VERIFYDEV: Vehicles and Engines Compliance Information System

WCIT: Water Contaminant Information Tool

WHIPS: Wood Heater Information Processing System

Cancel

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

[EPA Home](#) | [About CDX](#) | [Frequently Asked Questions](#) | [Privacy and Security Notice](#) | [Terms and Conditions](#) | [Contact Us](#)

Figure 2: Adding TRI-MEweb application to your CDX user account.

6. On step 2 of the CDX Registration Process, you will be directed to the **Request Role Access** page. On the **Request Role Access** page, select the "**Preparer**" role from the dropdown menu. Click "**Request Role Access**" button.
7. On step 3 of the CDX Registration Process, provide your user and organization information on the **two-part** registration page. As shown in Figure 3, you will provide your name and other user information in Part 1 of this page; enter a **user ID, title, name, password**, and three **secret questions/answers** for identification verification.
 - a. **NOTE:** EPA strongly encourages you to print your answers and store it in a safe place, as it will be used to reset your password if you are ever locked out of your CDX user account. You will not be able to edit responses when CDX user account is created.



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8. On Part 2 of the **Provide User and Organization Information** page, you will also be required to search for and select an organization associated with your TRI Form submissions using the general or advanced search options (see Part 2 of Figure 3).
- a. **NOTE:** If your organization is not found, you may click "**Request CDX add your organization**" link and manually enter your organization information.
- b. **Tip:** Write your answers down and store in a safe place. You will not be able to edit your answers after CDX user account is created.

Part 1

- Enter user information
- Answer your 3 questions to reset CDX password

Part 2

- Enter Organization information. If no organization is found, click on "**Request CDX Add Your Organization**" button after "**Search**" button is selected

The screenshot shows the 'Provide User and Organization Information' step of the registration process. It includes a progress bar at the top with four steps: 1. Request Program Service, 2. Request Role Access, 3. Provide User and Organization Information (current), and 4. Confirmation. The main content is divided into two sections: 'Part 1: User Information' and 'Part 2: Organization Information'. Part 1 contains fields for User ID, Title, First Name, Middle Initial, Last Name, Suffix, Password, and Re-type Password, along with three security questions. Part 2 contains a search box for organizations and a 'Search' button. Arrows from the callout boxes point to the corresponding sections in the form.

Figure 3: Provide user and organization information.



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9. After you have selected an organization or requested that your organization be added, provide your personal email address and phone number, click the **"Submit"** button. Your email address is the key to receiving all CDX automated communications about the status of your reporting.
10. You will receive an automated email sent to your pre-registered email address. You will be required to re-login into your CDX user account.

How to Launch TRI-MEweb

- Click the link (in red box) that is active.
- Make sure pop-blocker is disabled on your browser.

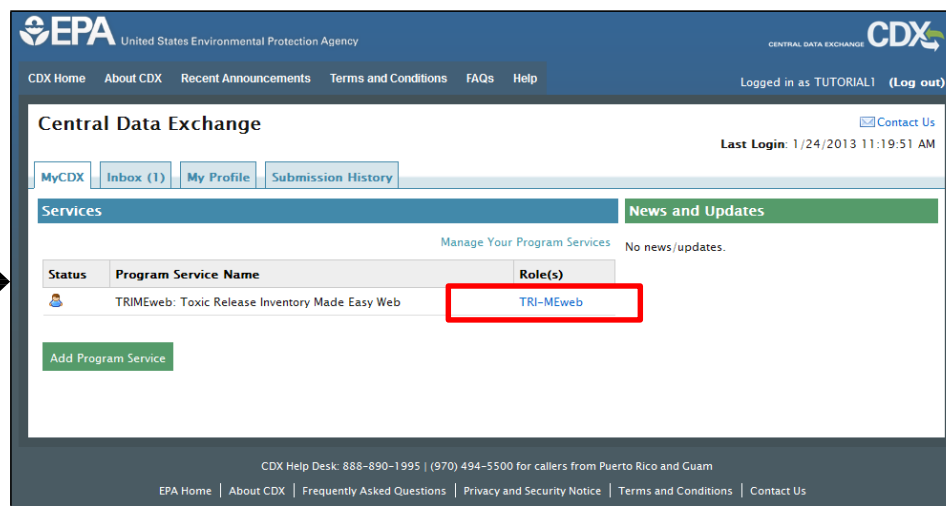


Figure 4: TRI-MEweb application ready to be accessed.

Instructions on how to add facilities to a preparer's CDX user account.

11. After registration process has been completed and user logging into their CDX user account, preparer will view their MYCDX page. Click on the **"TRI-MEweb"** link to open the TRI-MEweb application in a new browser window. To continue, select the method that applies to you:
 - a. **Method 1: Do you have your 8 digit access key assigned to your facility?** If your answer is No, go to Step 12, otherwise, answer the next question.
 - b. **Method 2: Has your facility reported to TRI in any reporting year after January 1, 2005?** If your answer is yes, go to step 18. If your location have reported in prior years, you will need to find your assigned TRIFID. Call CDX helpdesk for assistance in finding your assigned TRIFID. TRIFIDs are assigned to the physical location of the facility only.



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- c. **Method 3: Are you using TRI-MEweb application to prepare TRI forms for a facility that NEVER reported to TRI in any prior year?** If your answer is Yes, your facility will need to request a new TRIFID. TRI-MEweb will create a new TRIFID automatically. Go to Step 24.

Method 1: Instructions to add a facility profile with your access key in TRI-MEweb that has reported under a TRIFID in prior years.

12. You have successfully opened the TRI-MEweb application from CDX. You are now ready to add your first account by establishing access to an existing TRI facility profile.
13. **First Time users of TRI-MEweb only:** TRI preparers may gain access to a prior year reporting facility in TRI-MEweb by obtaining the facility's 7-8 digit access key. Access keys can be obtained by calling the CDX Helpdesk at (888) 890-1995. Additionally, EPA may have sent the access key to the facility's technical contact in an email from CDX just before the updated TRI-MEweb application is released each year. Figure 5 displays the first TRI-MEweb page that first time users will view upon opening the TRI-MEweb application.
14. From the **"Welcome"** page, click the **" +Access/Add Facility"** button listed under option 3. See red box in Figure 5.
 - a. **Note for Returning TRI-MEweb users that want to add a new facility account:** You can also access and/or add facilities from the **"My Facilities"** tab located at the top of TRI-MEweb (orange box in Figure 5). Go to Step 20 to view TRI-MEweb **Welcome** page with accounts on it and to learn how to add a new account.

Did you know?
Users with a preparer role will NEVER see the **Certify** tab in TRI-MEweb.

1. Do I need to report?	2. Introduction	3. Gain access to your facility	4. eFDP Access
Before proceeding to prepare Form R and/or Form A Certification Statements for your facility, it is important that you determine if reporting is required for your facility. For more information and assistance on threshold determinations, click Threshold Determination .	For more information about TRI-MEweb and an introduction to the application and reporting process, click Introduction .	To begin TRI reporting, click Access/Add Facility to gain access to an existing facility or add a new facility.	To view your electronic Facility Data Profile, click eFDP .
Threshold Determination	Introduction	+ Access/Add Facility	eFDP

Figure 5: Welcome page for user without any facility accounts. View option 3's "+Access/Add Facility" button.



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15. Next, select the radio button beside **Option 2** and enter your facility's access key in the access key field on the **Enter Facility's Access key** page as shown in Figure 6. Then, click the **"Next"** button.

Option 2

- Enter your access key here

→

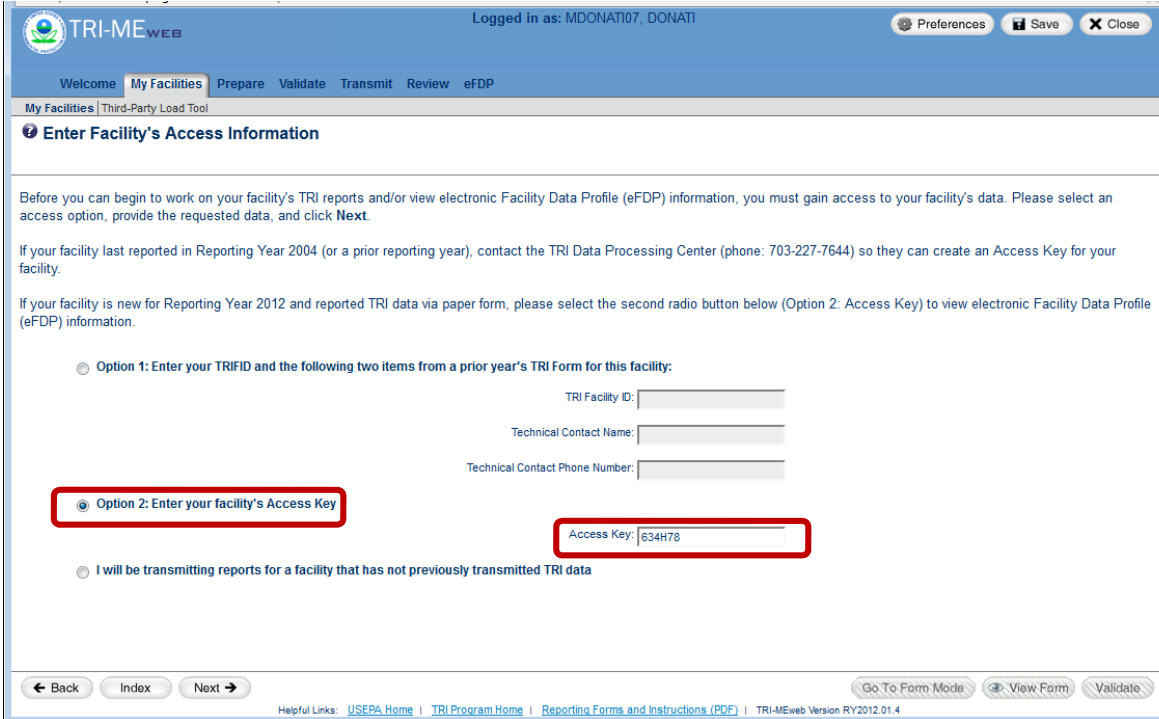


Figure 6: Select option 2 if you have the access key for your facility's TRIFID.

Method 2: Instructions for adding a new facility profile in TRI-MEweb using prior year contact information.

16. **First Time users of TRI-MEweb only:** The second method to add a facility profile consists of using prior year contact information that has been provided to EPA.
- a. **Note for Returning TRI-MEweb users that want to add a new facility account:** You can also access and/or add facilities from the **"My Facilities"** tab located at the top of TRI-MEweb. Go to Step 20 to view the TRI-MEweb **Welcome**



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page with pre-registered facility accounts on it and to learn how to add a new account.

17. Next, select the radio button beside **Option 1** and enter your facility's TRIFID and Technical Contact information from a prior year submission on the **Enter Facility's Access Information** page as shown in Figure 7. Then, click the **"Next"** button.

Option 1

Enter your TRI Facility Identification Designation (TRIFID) and technical contact information from any prior year submission

TRI-MEweb
Logged in as: MDONAT07, DONATI
Preferences Save X Close

Welcome My Facilities Prepare Validate Transmit Review eFDP

My Facilities Third-Party Load Tool

Enter Facility's Access Information

Before you can begin to work on your facility's TRI reports and/or view electronic Facility Data Profile (eFDP) information, you must gain access to your facility's data. Please select an access option, provide the requested data, and click **Next**.

If your facility last reported in Reporting Year 2004 (or a prior reporting year), contact the TRI Data Processing Center (phone: 703-227-7644) so they can create an Access Key for your facility.

If your facility is new for Reporting Year 2012 and reported TRI data via paper form, please select the second radio button below (Option 2: Access Key) to view electronic Facility Data Profile (eFDP) information.

☒ Option 1: Enter your TRIFID and the following two items from a prior year's TRI Form for this facility:

TRI Facility ID: 2822WMNGMY155FA

Technical Contact Name: _____

Technical Contact Phone Number: _____

☐ Option 2: Enter your facility's Access Key

Access Key: _____

☐ I will be transmitting reports for a facility that has not previously transmitted TRI data

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Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2012.01.4

Go To Form Mode View Form Validate

Figure 7: Enter the TRIFID, Technical Contact Name and Phone Number from your prior year TRI form to load your facility profile into TRI-MEweb.

18. Regardless of using Option 1 or Option 2 to gain facility access (see Figures 6 and 7), you will now need to select the appropriate radio button as shown in Figure 8. If the facility information shown is correct, choose the **"Yes"** radio button. Go to bullet (b) for facility name changes.
- a. **NOTE:** If the facility information shown does not correspond to your facility physical location, choose the **"No"** radio button. Then, click the **"Next"** button. If needed, call the CDX Helpdesk for help obtaining the correct access key. Go to bullet (b) for facility name changes



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- b. If your facility's name has changed (i.e., change of ownership) you may edit it by navigating to the **Prepare** tab after confirming the facility profile that is associated to your access key, selecting the reporting year facility's name changed and clicking **Next**, selecting the facility profile that needs to be edited on the **Select a Facility** page and clicking the "**Next**" button, and then selecting the "**Edit**" button where a change is needed on the **Facility Information Summary** page.

The screenshot displays the TRI-MEweb interface. At the top, it says 'Logged in as: MDONAT07, DONATI'. Below the navigation bar, the 'My Facilities' tab is selected. The main content area is titled 'Confirm Facility'. It states: 'You have entered valid information for the following TRI facility:'. The information listed is: TRIFID: 2822WMNGMY155FA, Facility Name: Manage My TRIFIDs Page, Address: 1550 Facility Way, Charlotte, NC 28226. Below this, it asks: 'Is this the correct facility? Make a selection below, and click **Next**.' There are two radio button options: 'Yes, this is the correct facility' (which is selected) and 'No, this is not the correct facility'. At the bottom of the form, there are buttons for 'Back', 'Index', and 'Next'. The 'Next' button is highlighted with a red box. Other buttons at the bottom include 'Go To Form Mode', 'View Form', and 'Validate'. A footer contains links to 'USEPA Home', 'TRI Program Home', and 'Reporting Forms and Instructions (PDF)', along with the version number 'TRI-MEweb Version RY2012.01.4'.

Figure 8: Confirm facility information is correct and click Next (view red box in Figure).



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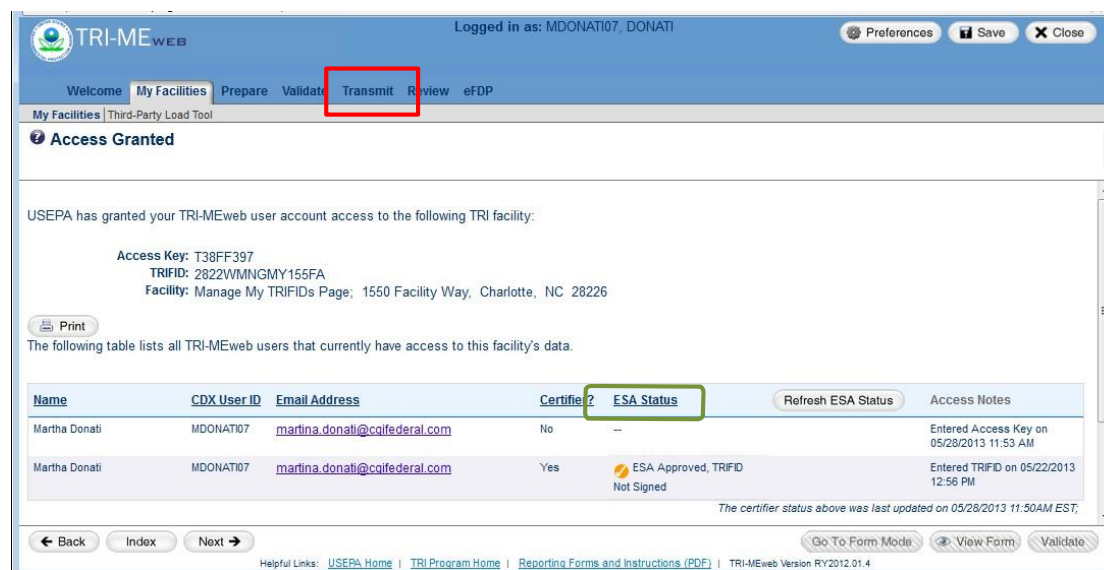
19. If you indicated that the facility's information was correct, you will be directed to the **Access Granted** page as shown in Figure 9. You have now been granted access to the facility and may begin editing facility information, preparing chemical forms, or viewing submission history. You may also proceed to add a new certifying official or preparer to access the facility's profile. Please view the status of your Certifying Official of the users registered to your facility profile to determine if they are ready or not to certify. Click the **Welcome** tab (red box in Figure 9). Go to step 22.

The Status of your Authorized Users

- If no CDX User ID is listed, a CDX user account has not been created for user.

Certifying officials (CO):

- The ESA status of the CO assigned to your facility is listed under the **ESA Status** column.
- A status of  **Sign TRIFID Signature Agreement** indicates that the CO has obtained approval of the CDX ESA, but still needs to sign the TRIFID Certification Agreement.
- A status of  **Sign CDX ESA** indicates that the CO has provided a paper copy of ESA prior to RY 2012. The returning CO must electronically sign a new CDX ESA upon logging in to CDX for first time in RY 2013. TRIFID agreement has also not been signed. (rare)
- A status of  **Active Certification Official Available** indicates that your assign CO has gotten approval of the ESA and signed the TRIFID Certification Agreement and is ready to certify any pending forms transmitted by the preparer.




Name	CDX User ID	Email Address	Certify?	ESA Status	Access Notes
Martha Donati	MDONAT107	martha.donati@cgifederal.com	No	--	Entered Access Key on 05/28/2013 11:53 AM
Martha Donati	MDONAT107	martha.donati@cgifederal.com	Yes	 ESA Approved, TRIFID Not Signed	Entered TRIFID on 05/22/2013 12:56 PM

Figure 9: If access is granted to the existing facility profile, as the preparer, you will be able to see who has access to your account in the table shown here.



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Method 3: Instructions for adding a new facility profile that has never reported to TRI in any prior year.

20. **Returning TRI-MEweb users only:** The third option consist of creating a new facility account for a location that has identified themselves as a new reporting facility. The location of the new facility (under any prior ownership) must have never reported to TRI since 1986. Figure 10 shows a TRI-MEweb **Welcome** page for a retuning preparer with multiple pre-registered facility accounts already on it. Click the **"Manage My Facilities"** button. See red box in Figure 10.

TRI-MEweb Application - Internet Explorer, optimized for Bing and MSN
https://trimeweb.epa.gov/trimeweb/StartupTRI-ME
Logged in as: JPARRA01, US EPA
Preferences Save X Close

Welcome | My Facilities | Prepare | Validate | Transmit | Review | Certify | eFDP
Welcome | Do I Need to Report? | Introduction | Important Information for RY 2013 | TRI-MEweb Enhancements

Welcome to TRI-MEweb!!

Revise or withdraw TRI forms going back to reporting year 1991, but not for years prior to this.

This Web-based application will help you create, correct, certify and transmit your TRI Form(s) to comply with EPCRA Section 313 reporting requirements. The deadline for Reporting Year (or calendar year) 2013 TRI Forms is July 1, 2014.

Reporting Years 2005 through 2013: The table below provides quick access to all chemicals forms for each of your facilities.

Reporting Years 1991 through 2004: To prepare, revise, or withdraw a form for RY 1991 to RY 2004, click the "Prepare" tab. To certify and submit a form, click the "Certify" tab.

The following table provides you quick access to RY 2005-2013 chemical forms for each facility.

Manage My Facilities

TRIFID	Facility Name	RY2013 Form Status	ESA Status	Refresh ESA Status	Certify/Cancel Submission(s)
+ 9410WDDGGDDGSDG	Main General Store 101 Main Street San Francisco, CA 94105	No Forms	Sign TRIFID Signature Agreement		
+ 24153MBHWKZ7ERRA	Zebra Test Facility 101 Oak Lane	No Forms	Ready for Certification		

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Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2013.02

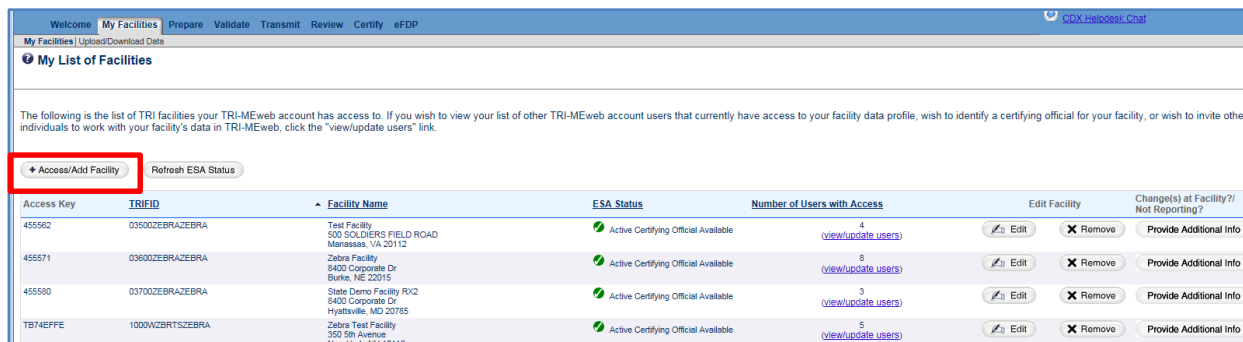
Done Internet 150% 9:12 PM

Figure 10: Welcome page for user with pre-registered facility accounts. View the "Manage My Facilities" button.



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Welcome | My Facilities | Prepare | Validate | Transmit | Review | Certify | eFDP | CDX Helpdesk Chat

My Facilities | Upload/Download Data

My List of Facilities

The following is the list of TRI facilities your TRI-MEweb account has access to. If you wish to view your list of other TRI-MEweb account users that currently have access to your facility data profile, wish to identify a certifying official for your facility, or wish to invite other individuals to work with your facility's data in TRI-MEweb, click the "view/update users" link.

+ Access/Add Facility | Refresh ESA Status

Access Key	TRIFID	Facility Name	ESA Status	Number of Users with Access	Edit Facility	Change(s) at Facility? Not Reporting?
455562	03500ZEBRAZEBRA	Test Facility 500 SOLDIERS FIELD ROAD Manassas, VA 20112	Active Certifying Official Available	4 (view/update users)	Edit Remove	Provide Additional Info
455571	03600ZEBRAZEBRA	Zebra Facility 6400 Corporate Dr Burke, NE 22015	Active Certifying Official Available	8 (view/update users)	Edit Remove	Provide Additional Info
455580	03700ZEBRAZEBRA	State Demo Facility R/V2 6400 Corporate Dr Hyattsville, MD 20785	Active Certifying Official Available	3 (view/update users)	Edit Remove	Provide Additional Info
TB74EFFE	1000WZBRTSZEBRA	Zebra Test Facility 350 5th Avenue New York, NY 10118	Active Certifying Official Available	5 (view/update users)	Edit Remove	Provide Additional Info

Figure 11: Adding more facility accounts to TRI-MEweb

21. **Returning TRI-MEweb users only:** The **My List of Facilities** page shows all the facility accounts that have been pre-registered into TRI-MEweb by the preparer. Click the **"+Access/Add Facility"** button, as shown in red box in Figure 11, to add a new facility account that is not listed on this page.



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Option 3

Remember that TRIFIDs are location-specific. Change in ownership does not change a facility's TRIFID.

TRI-MEweb

Logged in as: MDONAT07, DONATI

Preferences Save Close

Welcome My Facilities Prepare Validate Transmit Review eFDP

My Facilities Third-Party Load Tool

Enter Facility's Access Information

Before you can begin to work on your facility's TRI reports and/or view electronic Facility Data Profile (eFDP) information, you must gain access to your facility's data. Please select an access option, provide the requested data, and click **Next**.

If your facility last reported in Reporting Year 2004 (or a prior reporting year), contact the TRI Data Processing Center (phone: 703-227-7644) so they can create an Access Key for your facility.

If your facility is new for Reporting Year 2012 and reported TRI data via paper form, please select the second radio button below (Option 2: Access Key) to view electronic Facility Data Profile (eFDP) information.

☐ Option 1: Enter your TRIFID and the following two items from a prior year's TRI Form for this facility:

TRI Facility ID:

Technical Contact Name:

Technical Contact Phone Number:

☐ Option 2: Enter your facility's Access Key

Access Key:

☒ I will be transmitting reports for a facility that has not previously transmitted TRI data

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Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2012.01.4

Figure 12: Select option 3 if you are certain if your facility's location has never reported to TRI in any prior year.

22. Next, select the radio button beside the third option on the **Enter Facility's Access Information** page as shown in Figure 12 for a facility that has never reported to TRI. Then, click the **"Next"** button.
23. Next, enter your facility's information on the **Request a TRIFID** page as shown in Figure 13. Then, click the **"Next"** button.



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Welcome | My Facilities | Prepare | Validate | Transmit | Review | EDP

My Facilities | Upload/Download Data

Enter New Facility Location

***Step 1*:** Enter facility information. The accuracy of your query matches will depend on the number of fields you provide.

Facility Name:

Address:

City: State: ZIP: -

County:

Facility Type: ☐ Federal Facility
☐ Government Owned, Contractor Operated (GOCO)
☒ Neither

***Step 2*:** Press "Search for Matching EPA Facility Records" button to query EPA's database to determine if your facility record already exists.

Search Results for any matching EPA Facility records

35 items found, displaying 1 to 10. [Pages: 1, 2, 3, 4](#)

	TRIFID	Facility Name	Address	City	State	County	ZIP Code	EPA Registry ID
<input type="radio"/>		11839 STANISLAUS COUNTY DEPARTMENT OF ENVIRONMENTAL RESOURCES	9952 CROWS LANDING RD	CROWS LANDING	CA	STANISLAUS	95313	110043349579
<input type="radio"/>		12693 STANISLAUS COUNTY	301 IKE CROW RD	CROWS	CA	STANISLAUS	95313	110043362848

Figure 13: Enter your facility information.

24. Confirm the facility's information and click the **"Next"** button, as shown in Figure 14.



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Logged in as: JPARRA01TEST, USEPA

Welcome | **My Facilities** | Prepare | Validate | Transmit | Review | Certify | eFDP

My Facilities | Third-Party Load Tool

Confirm New TRIFID Request

Step 2: Please verify that your facility has not already been assigned a TRIFID in the search results. If no TRIFID has been assigned to your facility, click **Next**.

Name: ACME
Street: 110 Main Street
City/State/ZIP Code: Macon, GA 30161
County: Macon
Federal Facility?: No

The table below displays TRIFIDs that have already been created for locations with matching ZIP Codes. Please review the list and ensure that a TRIFID does not already exist for this facility. If you are able to locate an existing TRIFID for your location, please select the radio button and click **Next**. This will return you to a previous page where you will be asked to provide additional information to gain access to the facility.

Please note that TRIFIDS are assigned to specific locations and never change, even if the facility's ownership changes. The TRI DPC will move certified submissions from a new TRIFID to an existing TRIFID, if one is identified.

If you are unable to locate an existing TRIFID for your location, click **Next** to request a TRIFID.

Facilities 1 - 9 of 9.

Select	TRIFID	Facility Name	Street	City	State	ZIP Code
<input type="radio"/>	30161LSHLD268OL	A & L SHIELDING INC.	268 OLD LINDALE RD	ROME	GA	30161
<input type="radio"/>	30161KTSSH300WH	ADVANCED STEEL TECHNOLOGY	300 W HERMITAGE RD NE	ROME	GA	30161

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Figure 14: Verify that facility information entered is correct.

25. Verify that your facility profile does not match any TRIFIDs that have already been created for locations with matching ZIP Codes, if displayed in table. If you are not able to located an existing TRIFID for your location, click the **"Next"** button to request a new TRIFID. If you find a match, select the radio button next to you match and click the **"Next"** button. Go to bullet (b) if you need to edit your facility's name.
 - a. If your facility's name has changed (i.e., change of ownership) you may edit it by navigating to the **Prepare** tab after confirming the facility profile that is associated to your access key, selecting the reporting year facility's name changed and clicking the **"Next"** button, selecting the facility profile that needs to be edited on the **Select a Facility** page and clicking the **"Next"** button, and selecting the **"Edit"** button where a change is needed on the **Facility Information Summary** page.



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26. You should now be on the **Access Granted** page where you have been granted access to the facility profile and may begin preparing chemical forms. See Figure 15.
- a. **Tip:** Print page in Figure 15 because this new TRIFID and access key is permanently assigned to your new reporting facility (unless EPA finds that a pre-existing TRIFID had been already created for your location- your eFDP report would indicate this change). You will use this new TRIFID in future reporting years.

Logged in as: MDONAT07, DONATI

Welcome My Facilities Prepare Validate Transmit Review eFDP

My Facilities Third-Party Load Tool

Access Granted

Your facility has been successfully added to the TRI-MEweb system and it has been assigned the TRIFID displayed below. Your user account has also been granted access to this facility. Other TRI-MEweb users may gain access to this facility with the following Access Key: T63EA92C.

Please note this Access Key and share it only with individuals who you would like to have access to this facility's data in TRI-MEweb.

USEPA has granted your TRI-MEweb user account access to the following TRI facility:

Access Key: T63EA92C
TRIFID: 7702WMYNWT1234T
Facility: My New TRI Facility; 1234 Test Drive Lane, Houston, TX 77024

Print

The following table lists all TRI-MEweb users that currently have access to this facility's data.

Name	CDX User ID	Email Address	Certifier?	ESA Status	Access Notes
Martha Donati	MDONAT07	martina.donati@coifederal.com	No	--	Entered TRIFID on 05/28/2013 12:10 PM

The certifier status above was last updated on 05/28/2013 11:50AM EST.

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Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2012.01.4

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Figure 15: Verify TRI-MEweb has created your new access key and TRIFID. Please print and save for future use.

27. TRI reporting deadline is midnight July 1. Go to the **Prepare** tab to create and begin entering data to your TRI form.

Begin
preparing your
TRI Forms!