

Customer Instructions

July 10, 2024

Rev. B


The Great River Technology (GRT) File Transfer Protocol (FTP) area is located on the GRT website. This page is designed for the one-time transfer of files to/from customers that are too large to be sent through email.

Customer access is only available to the folder(s) in which their files are located at the time of retrieval. After the transaction is completed, access will be removed. FTP logins will NOT be affected – there is no need to recreate an account for future file transfers.

See detailed instructions for FTP use on the next page.

Follow the detailed instructions below for FTP use:

1. Access the FTP site at: <https://www.greatrivertech.com/file-share>
2. Sign up or Log In.
 - i. **Sign Up:** If you have not yet accessed the FTP site and do not have a Login, request access through the Sign Up box.
 - ii. **Log In:** If you are already a member and have login credentials, enter them in the Log In area.

Sign Up	Log In
Already a member? Log In	New to this site? Sign Up
Email <input type="text"/>	Email <input type="text"/>
Password <input type="password"/>	Password <input type="password"/>
<input type="checkbox"/> I'm not a robot  Privacy - Terms	Forgot password?
<input type="button" value="Sign Up"/>	<input type="button" value="Log In"/>

3. Upload or Download Files.
 - i. **Upload** file(s) to their designated folder using the **+ File** button while in the designated folder.

Files & Folders

Q Search 'Files & Folders'...

- ii. **Download** file(s) by clicking on the file name.
4. Confirm to your GRT contact that the material has been successfully located and received.