



## Register as a Bidder

Follow these easy steps to be notified of upcoming bid opportunities with High Construction

- Click on **Register on our Online Plan Room**
- Fill in all fields with your contact information. (\* denotes a required field)
- It is your responsibility to keep your account information current with any change of address, contact person, etc. [My Info tab]  
Feel free to contact our office if you have questions or need assistance.
- As bid opportunities are available for your trade, you will be emailed an Invitation to Bid with a link/Access Key to access the bid documents.

## Plan Room Tips

- Add [@high.net](mailto:@high.net), [@panteratools.com](mailto:@panteratools.com), and [@highplanroom.com](mailto:@highplanroom.com) to your safe-sender list; otherwise, our invitations could be blocked as spam.
- Our site works with Internet Explorer, Mozilla Firefox, and Google Chrome.
- Review all notifications you receive from our online plan room. Our estimators have important information to communicate throughout the bid phase.
- You must declare your intention [Accept, Decline, Undecided] to view the project documents. PDF downloads are available from the site [Download (.zip) button]. Full-size hardcopy of plans and specs can be ordered, at your expense, from Pantera using the Order Prints button and they will be mailed to you.

## Questions? Please contact:

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