amazon business User Registration Guide

You will receive a welcome email from Business@Amazon.com

Click **Sign In** or **Get Started** to begin registration. Find the scenario below that applies to you and follow the steps provided to complete registration.

		amazon business
Password reset required Please set a new password for your account that you have not used elsewhere. We'll email you a One Time Password (OTP) to authenticate this change.	Authentication required For your security, we need to authenticate your One Time Password will	Create new password We'll ask for this password whenever you Sign-In. New password
Send OTP	be sent to you via email	Passwords must be at least 6 characters. Re-enter password
	Continue	Save changes and Sign-In
nnot access your email address? ntact Amazon Customer Service	Continue	Save changes and Sign-In



Scenario 2 Email address is currently tied to an Amazon.com account Convert existing account to an Amazon Business account Only recommended for users who have NOT made personal purchases on their account

You will be prompted to sign in to your existing Amazon.com account using the pre-populated email

	Sign in to join Amazon Business.
	We already have an Amazon account with your email address. Please sign in to see your options.
	Email or mobile phone number
	Password Forgot your password?
m	Sign-In
~	By continuing, you agree to Amazon's Conditions of Use and Privacy Notice.
	C Keep me signed in. Details *

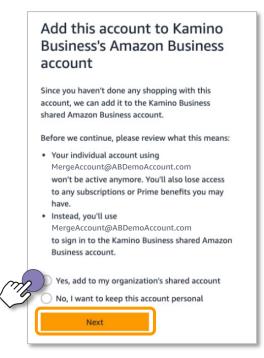
Review your account information and indicate what kind of shopping you have done on your account

amazon 🗾 -	Split Test What kind of shopping have you done with this account?
Vour recent order	There are a couple more steps needed to join Kamino Business's Amazon Business account. Your answer here helps us figure out what those steps should be. How?
Echo Dot - Charcoal \$20.94 visa ending in 3152	Kamino Business's business shopping only Personal shopping only A mix of Kamino Business's business and
Your addresses Domestic 515 WESTLAKE AVE N, SEATTLE WA	personal shopping I'm not sure Next
Your payment methods Visa Credit card ending in 3152	
Credit card ending in 5152	



Contact Amazon Business Customer Support at www.amazon.com/gp/help/contact-us or 888.281.3847

Confirm whether or not you wish to add your Amazon.com account to the organization's centralized Amazon Business account



Click Start Using Amazon Business and you are ready to go!

amazon business	Your account has been added t Acme's Amazon Business accou
MargaAccount@APDamaAccount.com	Active 5 Antazon Business accou
MergeAccount@ABDemoAccount.com	Look for a confirmation email shortly at
Your orders	MergeAccount@ABDemoAccount.com
	Start using Amazon Business
Your addresses	
Your payment methods	
four payment methods	

Click **Start Shopping** to navigate to your Amazon Business homepage!



Contact Amazon Business Customer Support at www.amazon.com/gp/help/contact-us or 888.281.3847

Scenario 3 Email address is currently tied to an Amazon.com account Create a separate business user account

You will be prompted to sign in to your existing Amazon.com account using the pre-populated email

	Sign in to join Amazon Business.
	We already have an Amazon account with your email address. Please sign in to see your options.
	Email or mobile phone number
	Password Forgot your password?
m	Sign-In
	By continuing, you agree to Amazon's Conditions of Use and Privacy Notice.
	C Keep me signed in. Details *

Review your account information and indicate what kind of shopping you have done on your account

amazon	Split Test muraler+_US_1657566611565nwec@amazon.com	What kind of shopping hav you done with this accoun
Your recent order		answer here helps us figure out what those step should be. How?
Echo Dot - Charcoal		C Kamino Business's business shopping only
\$20.94 🗔 Visa ending in 3152		Personal shopping only
Your addresses	m	A mix of Kamino Business's business and personal shopping
Domestic 515 WESTLAKE AVE N, SEATTLE WA		Vext
Your payment methods		
Visa Credit card ending in 3152		



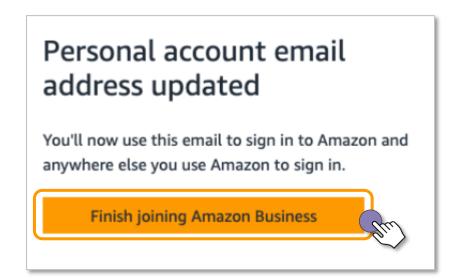
Contact Amazon Business Customer Support at www.amazon.com/gp/help/contact-us or 888.281.3847



Change the sign in email address for your personal Amazon.com account

	Change the sign-in email for your personal account
	Thanks for letting us know you've done personal shopping with this account. Since an email address can only be used to sign in to one account, we'll need to change the email address for this account.
	Doing this keeps your personal account details—like order history and any subscriptions—private and separate from the Kamino Business Amazon Business account. We recommend that you use an email address not associated with your work.
	Current email Not a work email?
	SplitAccount@ABDemoAccount.com
	New email
	Re-enter email address
M	Next

Click Finish joining Amazon Business to create your business user account



Contact Amazon Business Customer Support at www.amazon.com/gp/help/contact-us or 888.281.3847



Enter your name, create a password and click Create your Business account

Enter your full r password	ame and choose yo	ur business
Your name		
First and last n	ame	
Email		
SplitAccount	@ABDemoAccount	.com
Password		
At least 6 char	acters	
į Passwords mu	st be at least 6 chara	cters.
Re-enter passw	ord	
	ate your Business ac	

Verify your email address by entering the OTP sent to you and click Create your Amazon account

	Verify email address
	To verify your email, we've sent a One Time Password (OTP) to SplitAccount@ABDemoAccount.com (Change)
	Enter OTP
	✓ A new code has been sent to your email.
m	Create your Amazon account
2	By creating an account, you agree to Amazon's
	Conditions of Use and Privacy Notice.
	Resend OTP
	Note: If you didn't receive our verification email:
	 Confirm that your email address was entered correctly above.
	 Check your spam or junk email folder.

Click Start Shopping and you are ready to go!

Contact Amazon Business Customer Support at www.amazon.com/gp/help/contact-us or 888.281.3847

Scenario 4 Existing Single User Amazon Business Account

Email (phone for	mobile accounts)
Password	Forgot your password?
	Sign in
By continuing, you a	soree to Amazon's Conditions of
	ail address that email was sent to

Join official account

You have been invited by administrator@business.com to join the official account for

You will be part of a group with a role as specified by your administrator
Your order history from this account, Amazon, will be preserved in the official

account

You will continue to sign in with the same email and password

- Administrators of the official account will be able to see your order history
- You will receive a prorated refund of your Business Prime Membership

If this account is not associated with giardia, you are encouraged to go to the account settings and change the email you use to access this account so that it is no longer associated with amazon.com.



