

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.

Scenario 1

Email Address is New to Amazon

No password needed! Just click the link in the email you received from Business@Amazon.com and you are ready to start shopping!







Scenario 2

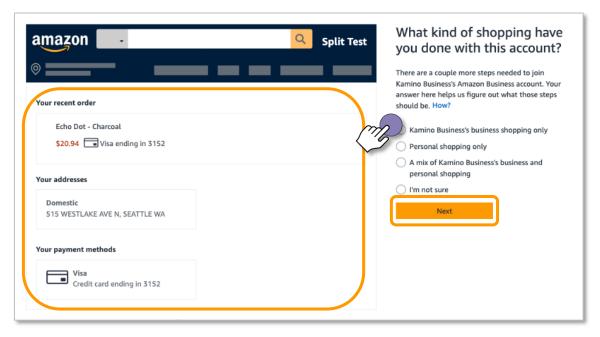
Email address is currently tied to an Amazon.com account **Convert existing account to an Amazon Business account**

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?
222	Sign-In
19	By continuing, you agree to Amazon's Conditions of Use and Privacy Notice.
	☐ Keep me signed in. Details ▼

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

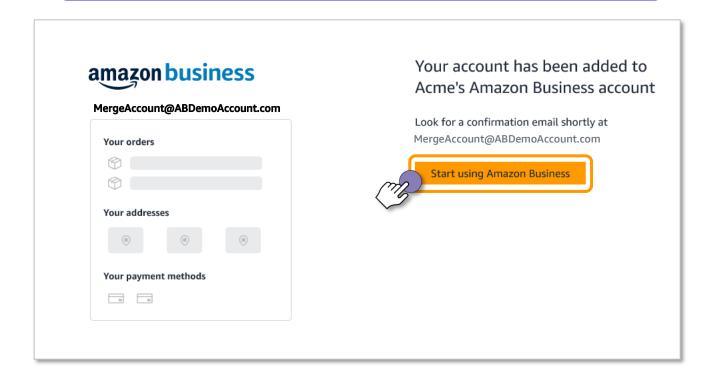




Confirm whether or not you wish to add your Amazon.com account to the organization's centralized Amazon Business account



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



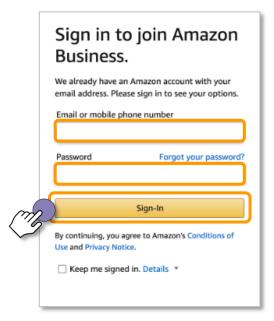
Click **Start Shopping** to navigate to your Amazon Business homepage!



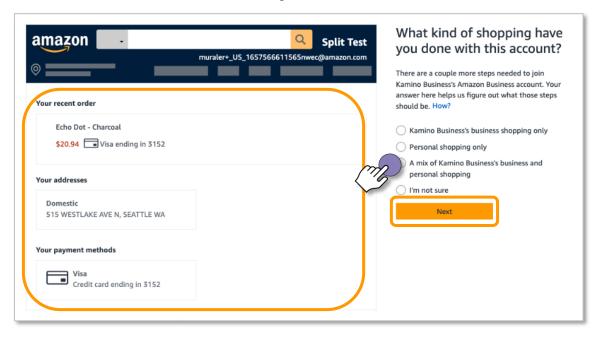
Scenario 3

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

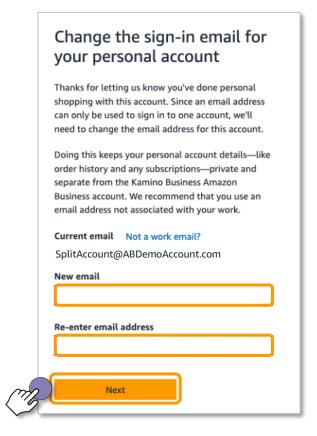


Review your account information and indicate what kind of shopping you have done on your account

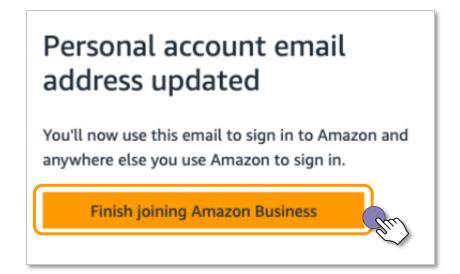




Change the sign in email address for your personal Amazon.com account

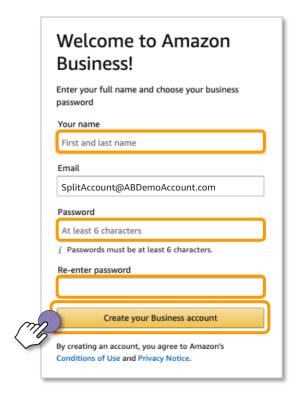


Click Finish joining Amazon Business to create your business user account

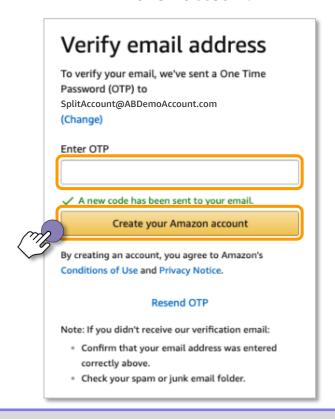




Enter your name, create a password and click Create your Business account



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



Click Start Shopping and you are ready to go!



Scenario 4

Existing Single User Amazon Business Account

