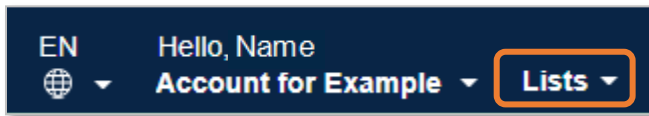
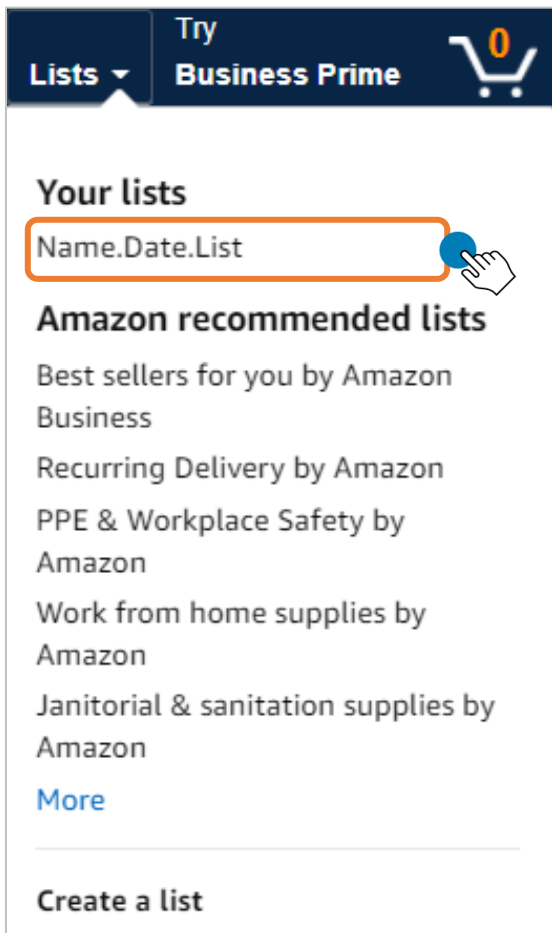


Sharing a List

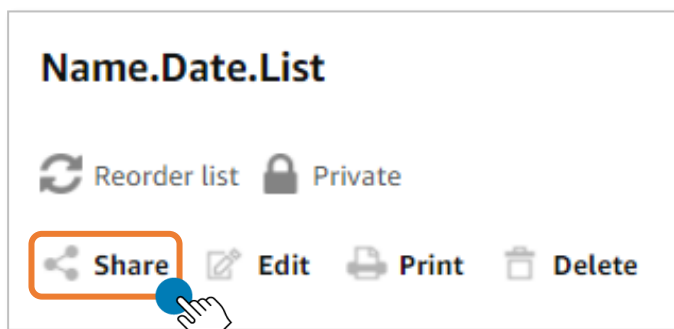
1. Hover your mouse over **Lists** in the top right corner of your Amazon Business home page.



2. Select the list you wish to share under **Your lists**.



3. Click **Share** from the list page.



4. Type the email address of the individual(s) you are sharing your list with. You can choose to allow the individual(s) to **Buy only** or **Edit + buy**.

Share list ✕

Buy only
These people can only buy items from the list.
They cannot change the list.

Share with your organization (all members)

Search for people and groups

Edit + buy
These people can add and remove items and change comments and quantities

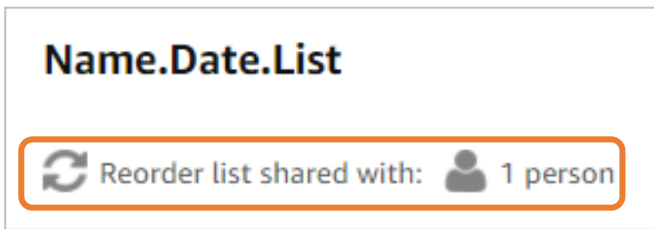
Search for people

Please enter 3 or more characters

5. Click **Save**.



6. Your list will now show that it has been shared.



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