# amazon business User Registration Guide

## Step 1

No password needed! Click on the Get Started link provided in the email you received from Business@Amazon.com or NoReply@Amazon.com to access your account via SSO.

Get Started

#### Step 2a.

If redirected to the home page, you may immediately start shopping on your Amazon Business Account.

### Step 2b.

If redirected and prompted to sign in, do so and move on to Step 3. **NOTE**: A sign-in screen indicates that your business email address is already associated with an Amazon.com account.



## Step 3

Review your recent order history, address(es), and payment methods and select the option that best fits the kind of shopping you have done on the account.

User Demo DemoUser@amazon.com	Add this account to Amazon Business ProServe's Amazon Business account
Your recent order Echo Dot - Charcoal	Since you haven't done any shopping with this account, we can add it to the Amazon Business ProServe shared Amazon Business account. Before we continue, please review what this means:
\$20.94 Visa ending in 3152 Your addresses Domestic 515 WESTLAKE AVE N, SEATTLE WA	<ul> <li>Your individual account using DemoUser@amazon.com won't be active anymore. You'll also lose access to any subscriptions or Prime benefits you may have.</li> <li>Instead, you'll use DemoUser@amazon.com to sign in to the Amazon Business ProServe shared Amazon</li> </ul>
Vour payment methods          Visa         Credit card ending in 3152	Business account.  Yes, add to my organization's shared account No, I want to keep this account personal Next

### Step 4

Complete the remaining steps to set up your Amazon Business login. Once completed, click Start using Amazon Business to be brought to your Amazon Business home page. When accessing your account in the future, you will not be required to enter a password to login to your Amazon Business account.

amazon business DemoUser@amazon.com	Your account has been added to Amazon Business ProServe's shared Amazon	
Your orders	Business account	
Your addresses	Start using Amazon Business	
Your payment methods		

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