

How to Enroll In-Store via Pin Pad at Register

1. Customer will click Enroll on the Pin pad.



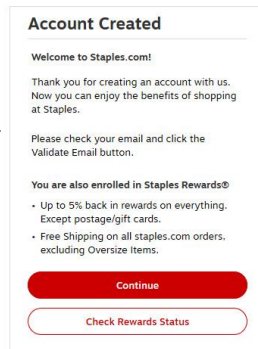
2. Associate at register will enter all required fields - account type (personal, business, teacher), name, zip code, email address, phone number.
3. Once enrollment is confirmed by customer a receipt is generated with the new rewards number & a welcome email is sent.

Note:

- Phone # is used for future account look-up at register. No physical card is issued.
- Customers can use rewards member # immediately and their purchase will be credited towards their Rewards.

How to Enroll Online via www.staples.com/rewards

1. Go to www.staples.com/rewards and click the Sign up button.
2. Create an account by entering email address and password > click enroll in Staples Rewards > enter account type, name and phone number > click create account.
3. A confirmation email will be sent & message will appear allowing customer to continue to staples.com.



How to Look Up Rewards

In store: Enter phone # tied to rewards account when checking out at register

Online: Login to your account > click Rewards > Rewards Profile

Call Center: 800-793-3320 for times when self-serve options don't work (example: multiple accounts)

