

HOW TO START WORKING WITH PROMO SUPPLIERS

- ✓ Follow these steps to get set up with vendors and begin ordering products through ESP+.



STEP 1

FIND THE SUPPLIER YOU WANT TO WORK WITH

Use [ESP+](#) to search by industry or product type, like education, healthcare, T-shirts or bags. Browse the results until you find a style and price you like. Click on the product and then click the supplier's name, which is listed right under the product name at the top of the page.



STEP 2

CREATE YOUR ACCOUNT WITH THAT SUPPLIER

Click on the supplier's website URL, listed on the right side under Contact Information. Once there, look for an option to log in or create an account with them. The exact language will vary, but look for terms such as:

"Open an account"

"Become an authorized distributor"

"Dealer setup"

"Request a login"

"Reseller registration"



STEP 3



SUBMIT YOUR INFORMATION

To create your account, you'll likely need to submit information proving you are a verified promotional products distributor. You can expect to be asked for information like:

- ASI® number
- Email
- Business address
- Phone number



STEP 4



REVIEW ANY REQUIRED AGREEMENTS

Some suppliers may ask you to review or acknowledge policies related to your partnership. Be sure to understand and agree to any requirements, such as:

- Credit policies
- Pricing structures
- Production schedules



STEP 5

YOUR SUPPLIER ACTIVATES YOUR PARTNERSHIP

Once all of the necessary information has been reviewed, if accepted, your supplier will activate your account. Keep an eye out in your email inbox to be notified of your acceptance and your access to new partnership services and benefits, which may include:

✓ Credit terms

✓ Distributor net pricing

✓ Quantity-based discounts

✓ Unbranded marketing and sales materials

✓ Access to tools, specs and sample resources



Now you're ready to sell branded merch through your new supplier partnership! Head back to [ESP+](#) to place your order and your supplier partner will handle the rest.

