

## Create an Online Account

Go to [shop.uscoffee.com](http://shop.uscoffee.com) and select Create Account from the top menu bar



Click the Register here link next to "Already have a US Coffee account?"



Link your account by entering your Customer Number (5-digit account #), a previous Invoice Number from an order with us (6-digit invoice #) and the corresponding total for that Invoice (omit the \$ symbol).

Link Account	
Customer Number	01002
Invoice Number	869861
Invoice Total	183.58

*\*If you're a new account and have never ordered with us and don't have any invoices, please call 800-776-2866 or email [sales@uscoffee.com](mailto:sales@uscoffee.com)*

Your account should now display on the screen. Verify that all the information provided is correct and then click Next.

*\*If you notice any errors in your address, phone number or email, please call us at 800-776-2866 or email us at sales@uscoffee.com*

### Link Account

Cancel **Next**

Customer Number	09849
Ship-To Number	
Company Name	US COFFEE TEST ACCOUNT
Address	51 ALPHA PLAZA
Address 2	
Address 3	
City	HICKSVILLE
State	NY
Zip Code	11801
Country	USA
Phone	5167337600
Email	sales@uscoffee.com

Input all the corresponding fields: a unique User ID (can also be your email address), your email and password. When you are finished entering your information, select Register to complete the registration process.

*\*Your password must be 6-20 characters long, with at least 1 number and no spaces or special characters (\$!@, etc.)*

### User Registration

Cancel **Register**

This user ID is available.

User ID	uscoffee_test	Password	*****
Email	sales@uscoffee.com	Re-enter Password	*****
Re-enter Email	sales@uscoffee.com		