

LOGIN TO THE WEB APP

To access the Horizon Online web app visit <u>online.horizondistributors.com</u> and follow the steps below to create a user account. For security purposes all users must have their account request approved by Horizon's AR department before they are granted access to the app.

For concerns or questions about how to sign up for your user account please contact us at 604-524-6610 or by email at <u>onlinesupport@horizondistributors.com</u>.

CREATE A HORIZON ONLINE ACCOUNT REQUEST

| | Login Email Enter your email Password Enter your password Enter your cassword? Sign h Create Horizon Online App Account Account Request - New Customer | 7 |
|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 1 | All Horizon customers must create an account request for app access. You will be notified once your request has been reviewed and approved. Create Account Request Become a Retail Customer Become a Retail Customer Become a Retail Customer | 5 |
| horizondiahibutora.com Terma af Use and Prinacy Policy © Horizon Briefladures List. 20/23-2024 | Become a Buying Club Need Help? Contact us at: Tet 604-528-6610 Tol free: 1400-663-1158 Email: onlinesupportginorizondistributors.com | |

To access the app, you must first request a user account. Please follow the steps below.

1) Click the **Create Account Request"** button if you are an Existing Customer with a Horizon Customer number. This will take you to the Create Account Request screen.

2) If you are a new customer, click the **Become a Retail Customer or Become a Buying Club** button. This will take you to the Horizondistributors.com site to fill out our Retail Customer or Buying Club application.

DOWNLOAD THE HORIZON ONLINE MOBILE APPS Visit the <u>Apple App Store -iPhone</u> or <u>Google Play - Android</u> to download the Horizon Online Mobile app to your mobile device. Use the scanning app to add orders from the shelf directly to your shopping cart.



COMPLETE YOUR USER ACCOUNT REQUEST

The Create Account Request form opens.

| | Create Account Request Horizon Online is open to all our approved retailers. Please enter your information below. | |
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| N LINE | Since Information Cutterer Code: Code: Account Information Termer* Code: Code: | |
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3) Fill out all the required fields and create/confirm a password.

4) Check the box next to "I agree to Horizon's Terms of use and Privacy Policy.

5) Click the blue **Request Account Access** button to submit your request. A screen thanking you for your request will appear with instructions. If you have a Store Admin, they will be notified of your access request by text message; otherwise please contact Horizon.

| horizon | Thank you for your request! Your store needs a Store Admin to proceed. Please contact us at 604-524-6621 or email us at accounts@horizondistributors.com. A verification email has been sent to your registered email. Back to Login |
|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| horizondistributors.com Terms of Use and Privacy Policy © Horizon Distributors Ltd. 2023-2024 | Need Help? Contact us at: tel: 604-524-6610 Toll free: 1-800-663-1838 Email: onlinesupport@horizondistributors.com |



EMAIL VERIFICATION

After you submit your Access Request you will receive an email to verify your email address.

| Horizon Online - Email Verification | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| HD Horizon Distributors < noreply@horizondistributors.com> To: | |
| You don't often get email from noreply@horizondistributors.com. Learn why this is important | |
| Hello | |
| Thank you for signing up for Horizon Online. To complete your sign up, please click the link be | low to verify your email. |
| https://horizon-web-preview.vercel.app/email-redirect?mode=verifyEmail&oobCode=NZCn34 jtg3dQha5sycUAAAGQmnHFPA&apiKey=AlzaSyBsWV4-GqPxjKiMycnS_8I-HGSBjqYDPtY⟨= | VgBp9Mwf02fYN0FLpN2eYqQ: |
| Thank you, | |
| Horizon Distributors | |

6) Click the link in the email and it will take you to an email verification screen in Horizon Online.

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7) Click the **Continue** button and it will take you to the login page.

8) Once your user account is approved by Horizon's AR department your Store Admin will be notified to activate your account. If your store does not have a Store Admin you will receive a notification email from Horizon. You then can log in to the app using your email and password.



LOGIN TO YOUR USER ACCOUNT

| | Login |
|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Enter your email Password Enter your password |
| NOI IZON Online | Foroot your password? |
| | Create Horizon Online App Account Already an existing Horizon customer? Click below. Create Account Request Horizon Customer Application |
| horizondistributors.com Termis of Use and Privicy Palicy & Horizon Distributors 1.11: 2023-2024 | Need Help? Contact us at: tel: 604-524-6610 Toll free: 1-800-663-1138 Fax: N/A Email: onlinesupport (phorizondistributors.com |

8) Enter the same email and password that you provided at registration.

9) Click the blue Sign In button.





AUTHENTICATION FOR ACCOUNT ACCESS

The Authentication screen opens.

| honzon | Authentication We have sent a verification code to +*********************************** |
|--------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| haritandiribalan son Sama di bas kal Anlag Paling & Haitaan Daahladas List 2022-2024 | |

10) Enter the Verification code sent to your mobile device.

11) Click the blue **Verify** button.

12) After authentication, a screen will appear asking you to Request a Verification Email. Click the Request Verification Email button.

| | Need Verification To access Horizon Online, please verify your email by clicking the link sent to your inbox. Need a new link? Request another one below. Request Verification Email Back to Lagin 12 |
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Horizon Online App Instructions How to Create a Web User Account



13) Click the link in the email and log in back into the app with your email and password. Click the Sign In button.

| | Login Email | |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| | Enter your email | |
| | Password | |
| horizon | Enter your password | ۲ |
| I IOI IZOI I ONLINE | Foront your assessment? Sign In | — 1 3 |
| | Create Horizon Online App Account Already an existing Horizon customer? Click below. | New to Horizon? Want to become an approved customer? Click below. |
| | Create Account Request | Horizon Customer Application |
| | Need Help? Contact us at: tel: 604-524-6610 Toll free: 1-600-663-1838 | |
| horizondistributors.com | Email: onlinesupport@horizondistributors.com | |
| Printer Construction of Constructions (1998) Prioriton Distributors (1992) 2023 | مَ) Log in to interact ا | |

14) The front page of the app will open, and you can start placing orders.

| h | | Search by item, product Categories V | code or brand Brands New | Specials Clearance | e Marketing Tools | s Back Office | Q | 글+ 은 My Lists Account | \$0.00 Sign Out |
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| | | | | usinesses mean local of unities and circulating of | mployment, creating volume to the second secon | vibrant, resilient nomies. | Shop Now | | |
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| an Bro | d nutritional supplements of Horizon's g | onts. grocery and wellness pro | duct listings by category | below. | Chill Food | Frozen | Canned/Prenared | | |
| | Beverage Dry | Chill Beverage | Snacks | Staples | Chill Food | Frozen | Canned/Prepared | | |
| | | Functional | Supplements | Personal Care | Household | Natural Living | SHOP ALL CATEGORIES | | |
| | | | | | | | | | |