

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 their **Store Admin** before they are granted access to the app.

For concerns or questions about how to sign up for your user account, please email us at <u>onlinesupport@horizondistributors.com</u>.

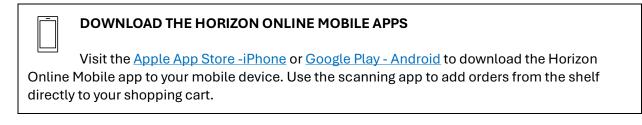
CREATE A HORIZON ONLINE ACCOUNT REQUEST

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	Create Account Request Become a Retail Customer Become a Buying Club	
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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.





COMPLETE YOUR USER ACCOUNT REQUEST

The Create Account Request form opens.

	Create Account Request	ers. Please enter your information below.	
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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 online	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	Need Help? Contact us at: tel: 604-524-6610 Toll free: 1-800-663-1838
Horizon Distributors Ltd. 2023-2024	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		
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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 belo	ow to verify your ema	ail.
https://horizon-web-preview.vercel.app/email-redirect?mode=verifyEmail&oobCode=NZCn34v jtg3dQha5sycUAAAGQmnHFPA&apiKey=AlzaSyBsWV4-GqPxjKiMycnS_8l-HGSBjqYDPtY⟨=		
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 **your Store Admin** will be notified to activate your account. You then can log in to the app using your email and password.

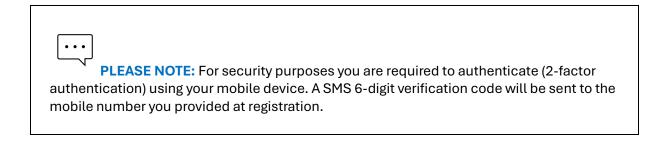


LOGIN TO YOUR USER ACCOUNT

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	Create Horizon Online App Account Already an existing Horizon customer? Click below. Create Account Request Horizon Customer Application
horitoxedistifibilitative, com Terma of Lite and Privacy Palicy & Horitoxn Distributors Ltd. 2023 2024	Need Help? Contact us at: tel: 604-5224-6610 Toll Free: 1-800-663-1838 Fax: N/A Email: onlinesupport@horizondistributors.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.

horizon	Authentication We have sent a verification code to +++++++++++++++++++++++++++++++++++
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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.

NUNE	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.
horizondishladora.com Terme ef Lise and Privacy Palicy © Horizon Dietribulora Lid: 2023-2024	Need Help? Contact us at: No 504-528-5610 Toll free 1800-643-1838 Email onlinesspartightoticandistributors.com

Horizon Online 2.0 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.

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horizon	Enter your enail Password Enter your password
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14) The front page of the app will open, and you can start placing orders.

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Shop Catego	ries						
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household items and nu			and the parents manufacture	as to other a more selection	an or organic and nata	in rood products, body c	ure,
Browse all of Horizon's	grocery and wellness pr	oduct listings by categ	jory below.				
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Customer Service			Quick Links		Down	load the App	
Phone: 604-524-6610					A	Download on the	
Toll-Free: 1-800-663-1838 Email: onlinesupport@horizondistrib			Orders Account Details			App Store	
Please do not leave orders in any voic							
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Business Hours Monday - Friday 8:30AM - 4:30PM Par	life President Time				Folk	wus	
Closed Weekends and Holidays			Marketing Tools				
NOTE: Orders received after 4:30PM processed the next business day			Catalogues Monthly Specials Book		ť	🖸 ia	
Mailing Address							
Horizon Grocery + Wellness 5589 Trapp Avenue							
Burnaby, BC V3N 0B2							
www.horizondistributors.com							