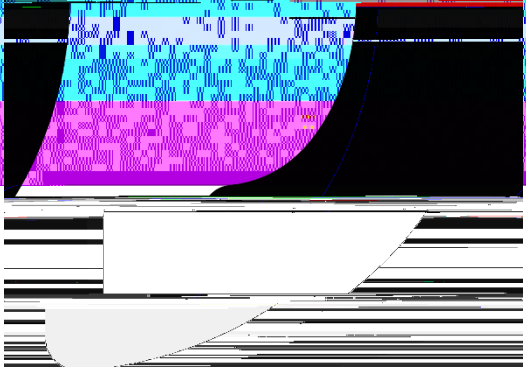
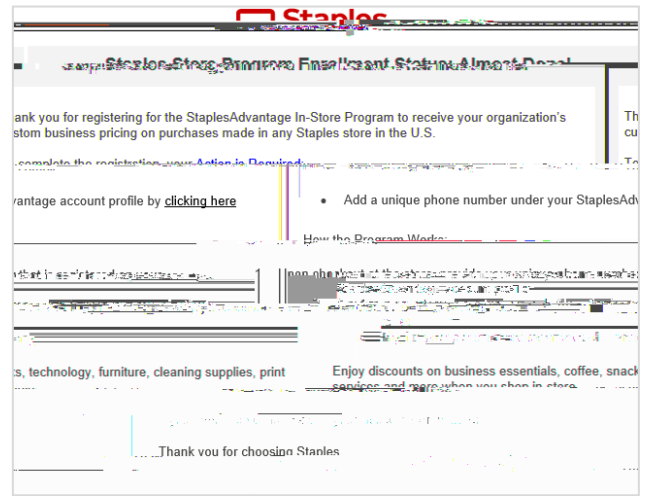


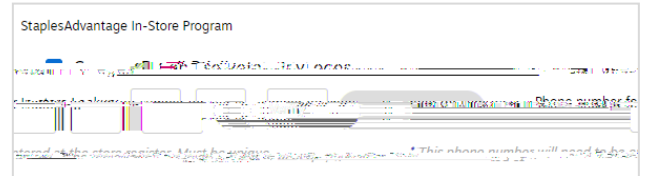
**Savings**



register a unique phone number

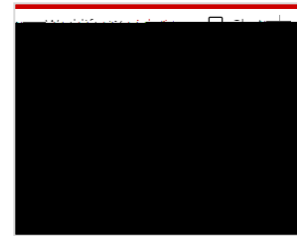


Staples Advantage In-Store Program section.

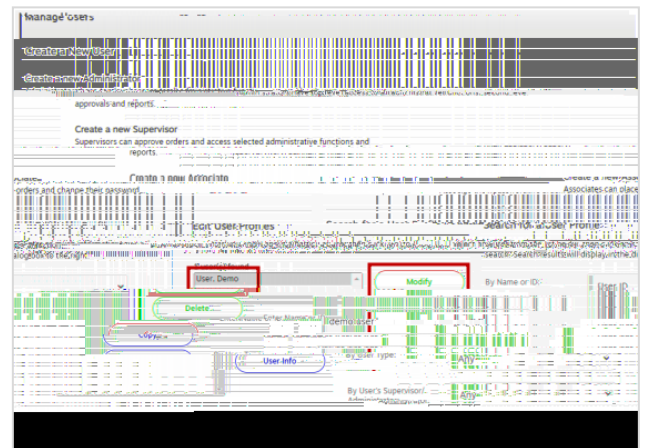


### How a site administrator can enable retail permissions for existing user profiles

Log into StaplesAdvantage.com and select **Manage Users** from the Admin Tab



Search for the user profile by Name or ID. Under **Edit User Profiles**, select the user and click **Modify**. If the user is not found, follow the on-screen prompts to create a new user.



the unique phone number for in-store lookup can be entered. If you do not know the phone number, the user will need to contact their store manager logging into their profile.



Finally, click **Save** to complete changes

