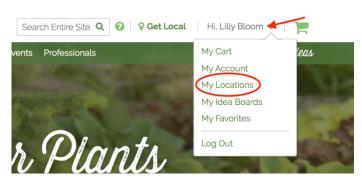
2021 CONNECT+ Subscription - Step-by-Step Instructions

What's new for CONNECT+ subscription in 2021?

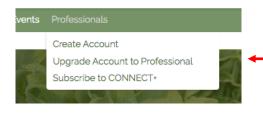
- You will subscribe your retail locations from the **Locations** page of your user account.
- If you have more than one location, you will subscribe each location individually.
- Your retail location information (e.g., name, address, website, etc.) will be automatically added to your subscription order.
- **GETTING STARTED** subscriptions will not require a store order and can be completed in just a few clicks! (**BASIC**, **ENHANCED** and **ELITE** level subscriptions will still require completion of a store order.)
- The **Gardener's Idea Co-op Program** has been added to CONNECT+ as an upgrade option and will be available to **BASIC, ENHANCED** and **ELITE** subscribers.

STEP 1: Log into the user account where your retail locations are listed and go to the **Locations** page using the **My Locations** link in your account dropdown.



*If you are new to provenwinners.com and do not have a user account, use the **Create Account**, followed by the **Upgrade Account to Professional** options under the **Professional** in the site navigation to complete those steps.

*If are logged in but don't see **My Locations** in your account dropdown, click **Upgrade Account to Professional**.

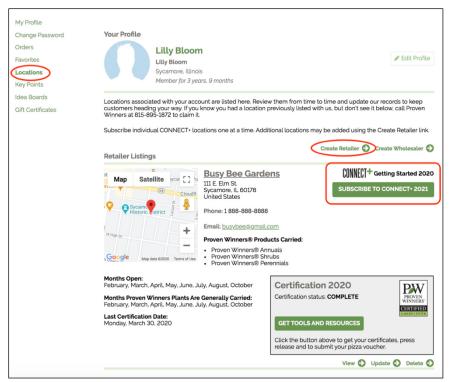


STEP 2: On the **Locations** page of your user account, click the **SUBSCRIBE TO CONNECT+ 2021** button next to the location you wish to subscribe.

NOTE: If you were subscribed to CONNECT+ in 2020, you will see your 2020 subscription level displayed above the subscribe button.

*If your location is not new and you do not see it listed on your **Locations** page, contact **Sandy** for assistance. Your location may be associated with a different user account and may need to be moved.

*If you need to add a new location, click the **Create Retailer** link. Once your location has been added you will see the subscription button.



STEP 3: Complete the CONNECT+ set-up page.

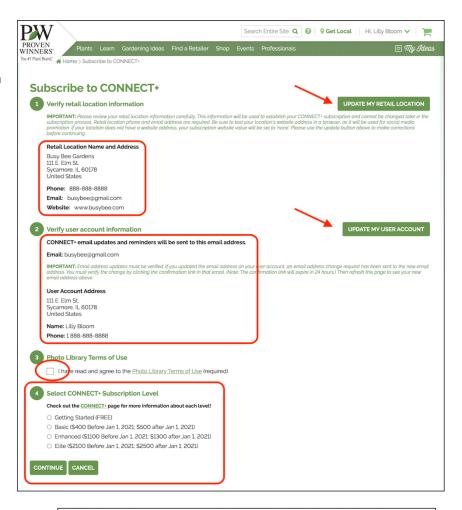
- A. Review/update your retail location information carefully. This information will be used for your subscription and cannot be changed in the subscription order. Phone and email are required; website is strongly recommended ("none" will be inserted in your subscription order if no website specified). Use the UPDATE MY RETAIL LOCATION button to make changes.
- B. Review/update your user account information. This information will be inserted in your subscription order as your location's Contact person. This information may be updated in the subscription order to an alternate person. Use the UPDATE MY USER ACOUNT button to make changes.
- C. **Photo Library Terms of Use** review the terms and check the box.
- D. Select your desired subscription level and click **CONTINUE**.

If you selected **GETTING STARTED** you will see a confirmation message at the top of your **Locations** page and your location will be updated to reflect your new CONNECT+ 2021 status. Repeat Steps 2 & 3 for additional locations.

STEP 4: BASIC, ENHANCED and **ELITE** subscribers continue and are presented with the subscription product that corresponds to the selected level and their country.

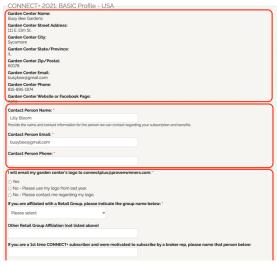
The product is laid out in 4 sections listed here in order top to bottom:

- Garden Center Information copied from your retail location record. <u>This section is read-only</u>. If you need to make changes, go back to the preceding page and update your retail location information.
- Contact Person Information copied from your user account.
 You can change this information to a different person in your organization.
- Required Subscription Fields includes information needed to complete your subscription. These fields vary by subscription level. Visit the CONNECT+ page at provenwinners.com/connect for more information.



Busy Bee Gardens is now subscribed to CONNECT+ Getting Started for the 2021 program year.





 Optional Add-Ons This section lists the upgrade products available for your subscription level. Visit the CONNECT+ page at <u>provenwinners.com/connect</u> for more information.

To add an upgrade product to your subscription, click the box next to the upgrade product name and provide additional required information. (You will be able to adjust the quantity of your upgrade product in your Cart.)

NOTE: Upgrade products must be purchased in the same order with your CONNECT+ subscription. They cannot be purchased separately.

STEP 5: Complete your subscription order.

Click **ADD TO CART.** Your subscription product will be listed first, followed by any upgrade products that you added.

Adjust upgrade product quantities if needed/applicable (e.g., add additional GIB cases) and click **UPDATE CART.**

Click **CHECKOUT** and review your order (The Review Order page includes a detailed list of your subscription benefits).

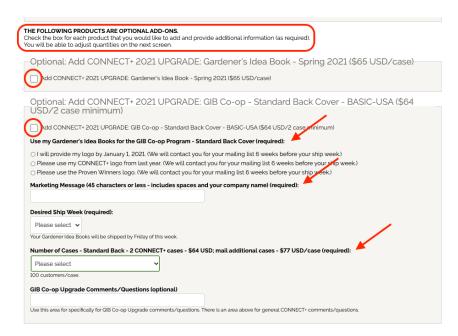
Complete the shipping destination information, enter credit card information and click **REVIEW ORDER**. Review your order details one additional time and click **SUBMIT ORDER** to place your order.

You will see a confirmation message at the top of your **Order Complete** page. You will also receive an Order Confirmation email and a separate email with your POP Coupon Code.

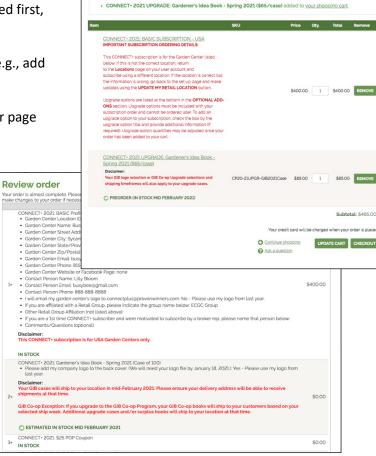


When you return to the **Locations** page on your user account, your location will be updated to reflect your new CONNECT+ 2021 status.





My Cart



Repeat process for additional locations.

*If you added the Additional Stores upgrade product to your subscription order (ENHANCED/ELITE only) – Kara will follow up with your Contact person regarding those locations.