

Supplier Integrity: Supplier Hub Training

Vendor: Access the Supplier Hub



This guide provides instruction on how to access the Kroger Supplier Hub vendor onboarding process.

Access the Supplier Hub

To access the Supplier Hub:

1. Click the **Supplier Hub** link in the invitation e-mail (A).
The Supplier Hub login screen opens in a browser window.
2. Enter your **User Name** and **Password** then click **Login** (B).

Note: If you copy/paste your password from the e-mail, it may include a space at the end of the password. Make sure you do not include the space when copying the password, or manually type the password from the e-mail.

Note: If this is your first time logging in to the Supplier Hub, you must change your password (C).

- a. Re-enter your **Current Password**.
- b. Enter a **New Password**.

Note: Your new password must be at least eight characters long and contain at least one letter and at least one number. The password may not contain your username or any repeating characters (e.g. swimming1, password0122).

- c. Re-enter the new password.
- d. Click **Submit**.

3. The **General** screen displays (D), listing some general information about your company.

To continue the onboarding process, click **Update** (E).

Welcome to The Kroger Co. Supplier Hub!

Please accept this invitation to join the Kroger Supplier Hub which houses the necessary supplier food safety/quality documentation. You are required to review the [User License Agreement](#) to understand the business obligations to use the Supplier Hub. By logging into the Hub, you agree to abide by the stated conditions.

Before logging into the Hub, review the content on the [Supplier Hub page](#), including the [Reference Guide](#), to understand the requirements for completing your profile.

To access the Supplier Hub, click the link and log in using the UserID/Password

Link: [Supplier Hub](#)
UserID: JOHN@GRANTHARTLEY.COM
Password: Fn4fDBD28

User Name
[]
Password
[]
 Accept Kroger terms & conditions
Login Cancel
Login Assistance

Change Password (C)

* Current Password []

* New Password []

* Re-enter New Password []

Password must be at least 8 characters long.

Submit Cancel

* Indicates required field

Administration

General

Company Profile

Organization

Categorization

Legal Information

Diversity

Organization Contact

Address Book

General (D)

Organization Name Granthartley Foods Duns Number 987654321
Vendor Onboarding Status Vendor Registration in Progress Vendor Compliance Status

Update