Banking Details for Vendors – ACCOUNTS WITH BANKS IN THE UNITED STATES ONLY

If you provide banking details, you will be on EFT. If you do not provide banking details, the system will default to CHECK.

Login

1. Login to https://partnerpass.krogerapps.com/

Note: Partner Pass is a secure single sign-on dashboard that allows you to access multiple Kroger applications with one ID and password.

Partner Pass works with the Okta Verify app to allow you to verify your identity and make it less likely that someone pretending to be you can gain access to your account.

For additional information, please see:

- Partner Pass information page
- Partner Pass help page
- 2. On the Supplier Hub tile, click **Go to the portal** (A).

artner Pass	My Applications	
]	Supplier Hub	
	Kroger's centralized vendor management system.	
	Go to the portal \rightarrow	

3. Use the below table to determine the next step:

То:	Do this:
Be on EFT	Continue to step 4 to provide banking details.
Stop EFT and change back to check payment method	Go to <u>step 13</u> .

Banking Details Screen

4. Click **Banking Details** (A).

KRC	NGER TECHNOLOGY (Vendor Profile & User Manager 🕋 🛇 ★ 🍄 Logged In As SH@JOBAIDS1.COM 🔱
Adm	ninistration	
	General	General
0	Company Profile	Organization Name Job, LLC Dun & Bradstreet (DUNS) Number 068100193 Update Vendor Onboarding Status: Vendor Registration Pending
	Organization	A Hide Instructions
	Categorization	Welcome to the Kroger Supplier Hub! Use the menu on the left to go to the desired section, or use the buttons at the top right of the screen to navigate between sections.
	Legal Information	If this is your first time accessing the Supplier Hub or you would like to review information on completing and maintaining your profile, please click the link to our overview and tutorials page: click here
	Diversity	If you need assistance with your DUNS number, submit your request to https://support.dnb.com/?CUST=Kroger This will take you directly to the D&B support site. For detailed instruction click here.
	Organization Contacts	Reminder: To ensure proper routing of purchase orders, click on "Create Order Address" in the "Remit & Order Address Book".
	Remit & Order Address	
	Facility Address Book	
A	Banking Details	
Γ.	Review and Submit	
	Assessment	
	Leave Us Feedback	

5. Click **Go** (B).

Banking Details	3							Back	Cancel S	ave Ne
View All Assignments ~ G	0									
Organization Name Vendor Onboarding Status	Job, LLC Vendor Re	egistration Pendi	Dun	& Bradstree	t (DUNS) Num	lber 068100	0193			
Hide Instructions										
The purpose of this section is to associated with a Remit To add	o enter bank a ress. To crea	account informat ate/add new bank	ion and to asso account assign	ciate your bai ments, selec	nk account to y t the Remit to A	our Remit To Address and o	address. Payments can o click on the box under ass	only be sent to a US bai ignments for that addre	nk account th	nat is
For instructions on completing	this section cl	lick here								
For instructions on completing t Reminder: Visit the Review and S	this section cloud	lick here to check completi	ion status. Subr	nit your recor	d upon comple	tion and after	updating details.			
For instructions on completing it Reminder: Visit the Review and S If TIP After any changes like crea If manually adding an end of TIP Date format example: 23-JI	this section cl submit page to te, end date, date you mus un-2022	lick here to check completi , re-activation etc at use today's cur	ion status. Subr , please wait fo rent date.	n <mark>it your reco</mark> n r around 60 s	d upon comple econds for sys	tion and after tem to proces	updating details. is your changes.			
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	Banking Details View All Assignments ~ Organization Name Vendor Onboarding Status I Hide Instructions The purpose of this section is to associated with a Remit To add	Banking Details B View All Assignments C Organization Name Job, LLC Vendor Onboarding Status Vendor R Hide Instructions The purpose of this section is to enter bank associated with a Remit To address. To cree	Banking Details B View All Assignments v oo Organization Name Job, LLC Vendor Onboarding Status Vendor Registration Pend Hide Instructions The purpose of this section is to enter bank account informat associated with a Remit To address. To create/add new bank	Banking Details B View All Assignments Go Organization Name Job, LLC Dun Vendor Onboarding Status Vendor Registration Pending Dun Hide Instructions The purpose of this section is to enter bank account information and to asso address. To create/add new bank account assign	Banking Details B View All Assignments Go Organization Name Job, LLC Dun & Bradstree Vendor Onboarding Status Vendor Registration Pending Dun & Mark Street Hide Instructions The purpose of this section is to enter bank account information and to associate your bas associate with a Remit To address. To create/add new bank account assignments, selecting the purpose of this section is to enter bank account assignments, selecting the purpose of the section is to enter bank account assignments.	Banking Details B View All Assignments Go Organization Name Job, LLC Dun & Bradstreet (DUNS) Num Vendor Onboarding Status Vendor Registration Pending Image: Hide Instructions The purpose of this section is to enter bank account information and to associate your bank account to y associate with a Remit To address. To create/add new bank account assignments, select the Remit to associate to the Remit to address. To create/add new bank account assignments, select the Remit to associate to the Remit to address.	Banking Details B View All Assignments Go Organization Name Job, LLC Dun & Bradstreet (DUNS) Number 068100 Vendor Onboarding Status Vendor Registration Pending Dun & Bradstreet (DUNS) Number 068100 Hide Instructions The purpose of this section is to enter bank account information and to associate your bank account to your Remit To associate with a Remit To address. To create/add new bank account assignments, select the Remit to Address and to associate your bank account to your Remit To Address.	Banking Details B View All Assignments Go Organization Name Job, LLC Dun & Bradstreet (DUNS) Number 068100193 Vendor Onboarding Status Vendor Registration Pending Dun & Bradstreet (DUNS) Number 068100193 Ide Instructions The purpose of this section is to enter bank account information and to associate your bank account to your Remit To address. To create/add new bank account assignments, select the Remit to Address and click on the box under associate	Banking Details B Back View All Assignments Go Dun & Bradstreet (DUNS) Number 068100193 Vendor Onboarding Status Vendor Registration Pending Dun & Bradstreet (DUNS) Number 068100193 Ide Instructions The purpose of this section is to enter bank account information and to associate your bank account to your Remit To address. To created new bank account assignments, select the Remit to Address and click on the box under assignments for that address	Banking Details Back Cancel S View All Assignments ~ Go Go <td< td=""></td<>

6. Click the **Assignments icon (C)**.

Roger technology \	/endor F	Profile & U	ser Manager			î	0	*	٥	1 0	1	Logged	In As SH(jobaids1.c	юм	
Administration																
General	Bank	ing Deta	ils													
Company Profile	View	All Assignmen	Go Go													
Organization	V	Organi endor Onboa	zation Name Jo Inding Status Vo	ob, LLC endor Registration Pending	Dun & Bradstre	et (DUNS) Number	0681001	193							
Categorization	🖌 Hid	e Instructions														
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Diversity	For in	nstructions on	completing this s	ection click here												
Organization Contacts	Remind	ler: Visit the R	Review and Submi	it page to check completion	status. Submit your reco	ord upon c	ompletion	and after u	updating de	etails.						
Remit & Order Address	I TIP	fter any chan f manually add	ges like create, er ding an end date y	nd date, re-activation etc, pl you must use today's curren	lease wait for around 60 nt date.	seconds f	or system	to process	your char	ges.						
Facility Address Book	1 2	. 🗈 🔅 🗸	•													
Banking Details	Details	Address	Name 🛆	123 W MAIN ST WEST		H 43081-1	430 Unite	ed States						Assign	ments	
Review and Submit	4	Autoss	The	120 W MAIN SI,WEST	LENVILLE, FRANKLIN, O	1,45001-	1400,Onne	u Giales				-	-			
Assessment																
Leave Us Feedback																

7. Click Create (D).

KROGER TECHNOLOGY	/endor Profile & User Manager			â (⊗ ★	٥	🜔 Logo	ged In As SH@JOI	BAIDS1.COM	ሳ
Administration										
General	Manage Bank Account As	signments							Cancel	Save
Company Profile	Address Name Address Details	HQ 123 W MAIN ST,W	/ESTERVILLE,FRA	NKLIN,OH,43081-1430,U	Jnited States					
Organization	Deter any changes like create, end manually adding an end date yo	d date, re-activation ou must use today's	etc, please wait for current date.	around 60 seconds for s	system to process	your change:	s.			
Legal Information	Create ∰ 2 ₪ ♀ ■ ▼ Details Account Number	IBAN	Currency	Bank Name	Start D	ate	End Date	Status	Update	
Diversity	No results found.									
Organization Contacts										- ·
Remit & Order Address										
Facility Address Book										
Banking Details										
Review and Submit										
Assessment										
Leave Us Feedback										

8. Click **Yes** (E) to confirm.



9. Enter the ACH/EFT Routing Number (F) and select it from the dropdown box.



- 10. Enter the Account Number and Account Name (G).
- 11. Click Save (H).

GER TECHNOLOGY \	Vendor Profile & User Manager 🔗 🖈 🌣 🦯 🛛 Logged in As SH@JOBAIDS1.COM 🔱
inistration	
Seneral	Create Bank Account Cancel Save
ompany Profile	* Indicates required field
Organization	Bank Branch
Categorization	Existing Bank Existing Branch
Diversity	Bank Name FRB-PORTLAND S Q A ACH / EFT Routing Number 12300013 C A GH / EFT Routing Number Bank Name Bank Number BIC Branch Type Routing Number Bank Name Bank Number BIC Branch Type
Organization Contacts	Bank Account
Remit & Order Address	* Account Number Account Status New
Facility Address Book	G Currency US Dollar
Banking Details	
Review and Submit	
Assessment	
Leave Us Feedback	

If you create another bank account, all old bank accounts will be inactivated. The payment will be paid to the new bank account associated to the remit-to address. Only one new account can be added on the same day.

12. Click Save (I).

KROGER TECHNOLOGY	/endor P	Profile & User Manage				î	\odot	*	٥	1	L	.ogged In As SI	H@JOBAIDS1.CC	<u>س</u> س
Administration														
General Company Profile	Ban that	nfirmation k account 111113123 has be is required. You will be notifi	en added to yo ed once the re	our company profileview is complete.	e. The account informa	ation will	be routed	to an admi	nistrator w	ho will revie	w the de	tails and carry	out any account v	erification
Organization	Mana	ge Bank Account	Assignm	ents									Cance	Save
Categorization		Address Nan Address Deta	ne HQ Ils 123 W M/	AIN ST,WESTERV	ILLE,FRANKLIN,OH,4	13081-14	30,United	States						
Diversity	Ø TIP A	fter any changes like create, manually adding an end date	end date, re-a	activation etc, pleas e today's current d	se wait for around 60 s ate.	seconds f	or system	to process	your char	nges.				
Organization Contacts	Create	• 🐹 🎜 🖻 🌣 🔻 🏢	•	,										
Remit & Order Address	Details	Account Number	IBAN	Currency	Bank Name		Sta	art Date		E	nd Dat	е	s	itatus
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Banking Details														
Review and Submit														
Assessment														
Leave Us Feedback														

Stop EFT and Change Back to Check Payment Method

13. Click Remit & Order Address (J).

Roger technology	Vendor Profile & User Manager 🏫 🛇 ★ 🏟 📋 Logged in As SANTAAS9@AOL.COM
dministration	
General	General
Company Profile	Organization Name Bakery Boys of New York Ltd. Dun & Bradstreet (DUNS) Number 967168522 Updat Vendor Onboarding Status: Vendor Profile Approved Vendor Compliance Status Not Applicable
Organization	▲ Hide Instructions
Categorization	Welcome to the Kroger Supplier Hub! Use the menu on the left to go to the desired section, or use the buttons at the top right of the screen to navigate between sections.
Cybersecurity	If this is your first time accessing the Supplier Hub or you would like to review information on completing and maintaining your profile, please click the link to our overview and tutorials page: click here
Legal Information	If you need assistance with your DUNS number, submit your request to https://support.dnb.com/?CUST=Kroger This will take you directly to the D&B support site. For detailed instruction click here.
Diversity	Reminder: To ensure proper routing of purchase orders, click on "Create Order Address" in the "Remit & Order Address Book".
Organization Contacts	
Remit & Order Address	

14. Click the **pencil icon** (K) for the remit to address.

	endor Profile & User M	anager		\sim	* 9	Logged In As s	SANTAAS9@AOL	.COM
ninistration								
General	Remit & Order Ad	ldress Book						
Company Profile	Organization Vendor Onboarding	n Name Bakery Boys of New York Status Vendor Profile Approved	Ltd. Dun & Brad Ven	dstreet (DUNS) Nur dor Compliance St	nber 967168522 atus Not Applicable			
Organization	Hide Instructions							
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- 15. Verify the **remit to address (L)** is correct.
- 16. If changes are needed, click UPDATE ADDRESS, make corrections, VERIFY ADDRESS, click **SAVE**. Click **Close** (M).

KROGERTECHNOLOGY Vendor Profile &	k User Manager	î	0	*	٢	*	
Update Address Details							Close Save
* Indicates required field							
Organization Name Bakery Boys of New Yo	vik Ltd.						
▲ Hide Instructions Use this screen to complete or update your rer For instructions on completing this section click	nitlance address details. Use the buttons at the top right to navigate to the required section(s), it have						
Address ID KR0136884 Remit to Organization	TECHNOLOGY Vendor Profile & User Manager						
	Update Address						
* Address Name	REMIT TO						
Country	United States						
Address Line 1	4505 104TH ST						
Address Line 2	000010						
City/ lown/Locality	CORONA						
State/Region	NV NV						
Statentegion	ECCINOLOGY Vendor Profile & User Manager						
Province	,						
Postal Code	ECHNOLOGY Vendor Profile & User Manager						
	IP Click the Validate Address button to continue.						
	Validate Address						
4							

17. Click **Banking Details** (N).

COGERTECHNOLOGY Ve	ndor Profile & User Ma	nager	1		* *	Logged in As SANT	AAS9@AOL.CON	
Iministration								
General	Remit & Order Ade	dress Book						
Company Profile	Organization Vendor Onboarding 5	Name Bakery Boys of New York Ltd. Status Vendor Profile Approved	Dun & Brads Vendo	treet (DUNS) Numbe or Compliance Statu	er 967168522 Is Not Applicable			
Organization	Hide Instructions							
Categorization	To ensure payments are s	ent to the proper address, click on 'Cre	eate Remit to'.					
Cybersecurity	To ensure proper routing of	of purchase orders, click on 'Create Ore	der/Shipping Address'.					
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Diversity						Back Ne	xt	
Organization Contacts	Create Remit To Creat	e Order/Shipping Address 🛛 💢 🎜						
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	BAKERY BOYS OF	KRP994152	4505 104TH ST	United States	Order/Shipping		1	1
Remit & Order Address	braterer boro or							
Remit & Order Address Facility Address Book	REMIT TO	KR0136884	4505 104TH ST	United States	Remit to	Harris Teeter	1	1

18. Click **Go** (O).

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ministration										
General	Banking Details							Back	Cancel S	ave Next
Company Profile	View All Assignments ~ Go	Þ								
Organization	Organization Name Vendor Onboarding Status	Bakery Boys of New Vendor Profile Appr	v York Ltd. oved	Dun & Bradstre Vendor	eet (DUNS) Nu Compliance S	imber 9671 itatus Not A	68522 Applicable			
Categorization	Hide Instructions									
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Legal Information	For instructions on completing th	his section click here								
Diversity	Reminder: Visit the Review and Su	ubmit page to check co	mpletion status.	Submit your reco	rd upon comple	tion and afte	r updating details.			
	TIP After any changes like creat	e, end date, re-activati	on etc, please w	ait for around 60 s	seconds for sys	item to proce	ss your changes.			
Organization Contacts	If manually adding an end d	ig-2022	y's current date.							
Organization Contacts Remit & Order Address	If manually adding an end d TIP Date format example: 25-Au Add Create 10 22 10	ig-2022 ✿ ▼ Ⅲ ▼	y's current date.							
Organization Contacts Remit & Order Address Facility Address Book	If manually adding an end d ♂ TIP Date format example: 25-Au Add Create ☆ ℃ ↓ Details Account Number No results found,	ig-2022 ✿ ▼ III ▼ IBAN Currency	Bank Name	Start Date	End Date	Priority	Increase Prior	ity Decrease Priori	ty Status	Updat

19. Click the **Assignments icon** (P).

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ministration												
General	Bank	ing Detail	s									
Company Profile	View /	All Assignments	Go									
Organization	Ve	Organiza andor Onboard	ation Name Bake ding Status Vend	ry Boys of New York Ltd. or Profile Approved	Dun & Bradstreet Vendor Co	DUNS) Nur npliance St	atus Not	168522 Applicable				
Categorization	- Hide	Instructions										
Cybersecurity	The p assoc	urpose of this sited with a Re	section is to enter b mit To address. To	ank account information and create/add new bank accourt	t to associate your bank nt assignments, select th	account to y e Remit to A	our Remit T ddress and	o address. I click on th	Payments le box unde	can only r assign	be sent to a US bank account that is ments for that address.	
Legal Information	For in	structions on c	ompleting this secti	on click here								
Diversity	Reminde	er: Visit the Re	view and Submit pa	ige to check completion stati	us. Submit your record u	pon complet	ion and afte	er updating	details.			
Organization Contacts	The After any changes like create, end date, ne-activation etc. please wall for around 60 seconds for system to process your changes. It manually adding an end date you must use today's current date.											
Domit & Order Address	III 2	🕞 🤹 🔻 🛛	-									
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Facility Address Book		Address	REMIT TO	4505 104TH ST,CORO	NA,QUEENS,NY,11368-	5403,United	States				199	
Banking Details	4											

20. Add an End Date (Q). Click Save (R).

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dministration												R	
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Company Profile		Address	Name REM	IIT TO									
Organization		Address D	etails 4505	5 104TH ST,CC	RONA,QUEENS,NY,11368-5403,U	Jnited States							
Categorization	If Street	fter any changes like creating an end	ate, end date date you mu	, re-activation e st use today's o	etc, please wait for around 60 seco current date.	nds for system	to process y	our changes.					
	Create 💢 🌫 🖙 💠 + 💷 +												
Cybersecurity	Details	Account Number	IBAN	Currency	Bank Name	Start D	ate	End I	late	Statu	is Up	odate	
Legal Information	•	XXX8964		US Dollar	BANK OF AMERICA, N.A.	28-Jur	-2022			So Appro	ved 🥖	۶	
Diversity	4												