# RALPHS COMMUNITY REWARDS PROGRAM



## WEBSITE REGISTRATION INSTRUCTIONS

## IF YOU HAVE NOT REGISTERED YOUR REWARDS CARD ONLINE

**NOTE: We have a secured website, these procedures apply to everyone who has not entered their email address and assigned a password.**

1. Log in to www.ralphs.com
2. Click on 'Create Account'
3. Follow the easy steps to create an online account
4. Go to your email inbox to View your Account
5. After you confirm your online account by clicking on the link in your email, it will return to www.ralphs.com and you are in your Account.
6. Scroll to the bottom of your Account
7. Link your card to your organization by clicking on:
   a. Community Rewards – Enroll
   b. View all your information and edit as necessary then "Save"
   c. Search for **Gay For Good** by name, or by our Organization # **TE105**
   d. Remember to click on the circle to the left of your organizations' name
   e. Click on Enroll to finish your enrollment process


## IF YOU HAVE ALREADY REGISTERED YOUR REWARDS CARD ON-LINE

**(This means that you have already entered your email address and assigned yourself a password)**

1. Log in to www.ralphs.com
2. Click Sign In
3. Enter your email address and password
4. Click on "Welcome Valued Customer" (In the top right hand corner)
5. Click on "My Account"
6. View all your information and edit as necessary
7. Scroll to bottom of your Account
8. Link your card to your organization by clicking on:
   a. Community Rewards – edit
   b. Type NPO # **TE105** or **Gay For Good** then press "Search"
   c. Remember to click on the circle to the left of your organizations' name
   d. Click on Enroll to finish your enrollment process

Thank you,
Community Contributions Staff