



amazonhome services

QUICK START GUIDE

The Quick Start Guide offers newly approved service providers a guide to assist with completing the setup of their Selling Services on Amazon account. Business Owners, or Administrative roles such as Office Managers, Dispatchers, and Bookkeepers are the primary beneficiaries of this information.



For additional help visit [Seller Central Help](#)

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WELCOME

Congratulations on your application approval! Now, you'll need to complete the setup of your business account in Seller Central.



What You Need to Get Started

Before you get started, make sure you have these items available:

- ☐ **State/Local Business Registration Number.** This is the registration or UBI number on your business license. It is not your EIN or Tax ID number. If you do not have a business registration number, leave this field blank or enter N/A.
- ☐ **Valid credit card.** The credit card information is used for identify verification. You will not receive any charges against this card.
- ☐ **Insurance Information.** You may be required to have General Liability Insurance, as well as Worker's Compensation insurance and/or automotive insurance, depending on your state and profession.
- ☐ **Legal Names and Email Addresses of your staff.** You will need to input the staff you want to access your account and that will be servicing jobs into Seller Central. In addition, you will need to process all in-home technicians through a background check.
- ☐ **Addresses for your stores** (if applicable). If you have stores, you will want to input all of them so customers can find the location closest to them. Do not add PO boxes for store addresses.
- ☐ **Licenses.** Make sure to have the ID number and expiration date of your relevant licenses.



ACCOUNT REGISTRATION

Access your approval email and click the **Activate** button to access the [Account Invitation page](#) and activate your account.

Enter Invitation code

From the Account Activation page, enter the invitation code you received to activate your account. If you can't find your invitation code try the e-mail address you used to apply.

The screenshot shows the 'amazon services' website. At the top, there's a navigation bar with links like 'Solutions', 'Resources', 'News & Events', 'About Us', 'Contact Us', and 'Sign Into Your Seller Account'. Below this is a search bar and a 'Go' button. The main content area is titled 'Enter your invitation code' in a green box. Below this, it says 'Activate Your Selling Services on Amazon Account'. A message states: 'Before you get started, please review the details below to make sure you have everything needed to complete your account setup.' There is a text input field labeled 'Enter Invitation Code' and a yellow 'Activate' button. A blue box on the right says 'Click Activate to begin registration'. At the bottom, it says 'Don't have an invitation code? Apply Now for Selling Services on Amazon.'

Create a New Account

You cannot use a previous Amazon Seller Account; you will need to create a new account for your business. Select **Create a new account** to begin the account creation process. After you have created your account, or signed in, you will be taken to the Seller Agreement page.

The screenshot shows the 'Register and Start Selling Services Today' page. It asks 'What is your email (phone for mobile accounts)?' with an input field containing 'amznservices@outlook.com'. Below this, it asks 'Do you want to use an existing Amazon.com account or complete a previous registration?'. There are two radio button options: 'Create a new account (you'll create a password later)' which is selected, and 'Use an existing account, and my password is:'. A green box on the left says 'Select the Create a new account option and enter a username and password'. At the bottom, there is a yellow 'Continue' button and a blue box that says 'Click Continue to create your account'.



Enter Seller Information

Enter the following information on the Seller Agreement Page:

- ❑ Enter your business name. This is your legal entity and is NOT customer-facing. You cannot use Amazon in your Display name. Doing so will cause your account to be flagged and suspended.
- ❑ Read and accept the terms and conditions of our legal agreements.
- ❑ Click enter to progress to the **Seller Information** page.
- ❑ Enter the display name, address, and phone number of your business. This information will be displayed to customers. The display name has to be unused by another Amazon account. If your display name is taken, select the “check availability” link to explore other options and try adding a piece of punctuation such as a period or an extra space to distinguish your display name. Display names can be edited in Settings after registration.
- ❑ Enter your Business Registration Number. You can find this number on your state or local jurisdiction registration certificate. We use this number to verify that your company is a valid entity.
- ❑ Click save and continue to begin the Identity Verification process.

Seller Information

Display name: [Check availability](#)

Address:

Address line 2:

City/Town:

State/Province/Region:

Postal/ZIP code:

FAQs

What is the Business Display Name?

Can I change my Business Display Name at a later date?

What is the Business Registration Number?

Service

Selling Services on Amazon

Postal/ZIP code:

Country:

Phone number:

State/Local Business Registration Number:

Business Established Date:

[Skip Step](#) [Save & Continue](#)



Identity Verification

Complete the following Identity Verification steps:

- ❑ Add valid credit card information. The credit card information is used for identify verification and a fraud check. You will not receive any charges against this card.

The screenshot shows the 'Identity Verification' step in the Amazon Seller Central registration process. The page title is 'amazon seller central REGISTRATION'. The main heading is 'Identity Verification'. Below the heading, a message states: 'We will ask your bank to authorize use of your personal or business credit card to verify your identity and validate your credit card. You will not be charged at this time.' The form contains several fields: 'Credit card number' (with a placeholder '1'), 'Expiration date' (set to '04 / 2017'), 'Cardholder name', and 'Billing address' (set to 'Your Business Name - Seattle' and '401 Fairview Ave N'). To the right of the form, there are links for 'Service' (Selling Services on Amazon), 'FAQs', and a link titled 'Why do I need to provide credit card'. Below these links is a sample address: '401 Fairview Ave N, Seattle, WA 98109, United States, +1 206 266-1000'. At the bottom of the form, there are buttons for 'Skip Step', 'Save & Start selling' (highlighted with a blue box), and a link 'Go to setup summary'.

Registration Complete

Your account is now registered! Remember, the business background check is processing and your approval status will be shown on the Seller Central Home page once it is available.

The screenshot shows the 'Welcome!' page in the Amazon Seller Central registration process. It features a progress bar with four steps: 'Application approved' (marked with a green checkmark), 'Account registration' (marked with a green checkmark), 'Account setup' (marked with a grey circle), and 'Live on Amazon' (marked with a grey circle). Below the progress bar, the text reads: 'Complete these steps to get started!'. Further down, it states: 'Your services will be live on Amazon.com once the steps are complete and your background check has been approved. Need help? Check out the [Intro to Selling Services](#).' At the bottom, it says: 'Amazon customers will view your profile page while purchasing services. Please **update** your profile [here](#) to showcase your business.'



ACCOUNT SETUP


Your account setup tasks appear on your Seller Central Homepage. Before your services can be purchased by customers and are live on Amazon, you will need to complete the following account setup tasks:

- ☐ Add Service Locations, or coverage areas
- ☐ Select Your Services
- ☐ Add Staff
- ☐ Download the mobile app
- ☐ Access your business background check status

Service Locations

Coverage areas allow you to define where you offer your services. Only Amazon customers in your coverage areas will be allowed to see and buy services from you on Amazon. An initial Service Location will be pre-populated with a 30 mile radius around the zip code you used to register your account. Click the **Add Coverage Area and Its Operating Hours** button to review, confirm or edit your Service Locations' coverage areas and operating hours. You can manage your coverage areas by selecting **Edit** or **Delete** in the actions section of the Service Locations page.

Add Service Locations



Service Locations

Define your service areas to make sure your services are only shown to customers in the right areas.

Coverage Areas

Add, edit, or delete information about the areas where you provide in-home, on-premise, or remote services.

Add Coverage Area and Its Operating Hours

To Manage your Coverage Areas, Click to **Edit** or **Delete**

1 Coverage Area

Click to **Add Coverage Area and Its Operating Hours**

Coverage Areas ▲	Actions
30 miles radius around 98109	<div>EditDelete</div>



Add/Edit Coverage Area

Complete the following steps to define and manage your Coverage Areas. Learn more about how to [Add/Edit Coverage Areas](#) in Seller Central Help. Your Coverage Area information will be pre-populated based on the information provided on your application. Please review, confirm and add, or edit your coverage information by completing the steps below:

- ❑ Click **Add Coverage Area** on the Seller Central home page to define your service areas.
- ❑ To edit your pre-populated Coverage Area click **Edit** to the right of the Coverage Area Name and you will be able to change the zip code that will be the center of your radius and the number of miles between 5 and 50.
- ❑ To add new or additional Coverage Areas click on **Add Coverage Area and it's Operating Hours**. Select the zip code at the center of your radius and use the drop down men to select the number of miles.
- ❑ Select your **Operating Hours** and days. If your services are offer-based customers will only be able to request appointment times within the hours you've selected.

Coverage Area Name:

Choose coverage area

Service ZIP Codes within: 50 Miles of 98109

You agree to serve the following ZIP Codes :

Select all | Unselect all

Select zip codes in your service area

Allyn, WA ☒ 98524

Anderson Island, WA ☒ 98303

Days of Week	Closed	Working Hours
Monday	<input type="checkbox"/>	08:00 AM -- 05:00 PM
Tuesday	<input type="checkbox"/>	08:00 AM -- 05:00 PM
Wednesday	<input type="checkbox"/>	08:00 AM -- 05:00 PM
Thursday	<input type="checkbox"/>	08:00 AM -- 05:00 PM
Friday	<input type="checkbox"/>	08:00 AM -- 05:00 PM
Saturday	<input checked="" type="checkbox"/>	09:30 AM -- 06:00 PM
Sunday	<input checked="" type="checkbox"/>	09:30 AM -- 06:00 PM

Define your Operating Hours

Note: When adding a new In-Home Coverage Area, you must add any pricing for services in that area before those services will be available online.

Pro Tip: You can create multiple In-Home Coverage Areas, allowing you to offer different prices for services based on the location. Additionally, larger coverage areas will offer your services to more customers, so make sure you are optimizing your service coverage areas.



Select Your Profession(s)

Define your service offerings by selecting the profession(s) and the services you would like to offer to your customers. Your Professions information will be pre-populated based on the information provided on your application. Please review, confirm and select, or deselect your profession information.

Your Services

Home | Service Locations | Staff | Background Checks | Profile Page

Manage Services

Review and confirm your selections for Claim-based and Offered Based Services

Below are the services we recommend you sell on Amazon based on your profession(s). [Edit professions.](#)

Offer-based

Add your prices for the services labeled 'Offer-Based'.

Claim-based

For services labeled 'Claim-based', a single price estimate is surfaced to customers, and you win these jobs by claiming them. Please review which claim-based jobs you would like to receive.

You will be notified via email when a customer purchases your services or you win a claim.

Home (Residential)

Business (Commercial)

Review and Confirm your Residential and Commercial Service selections

-

Arborist

Offer-based

Open all | Close all

-

Stump Removal

Custom Projects

☒

I want to provide estimates for custom requests. [Learn more >](#)

-

Tree Services

Pre-packaged Services

Tree Health Assessment

Scope

Add / Edit Estimates

A stylized illustration of a white delivery van with a green Amazon logo on its side, positioned within a green circular frame.

The Amazon logo, featuring a stylized lowercase 'a' with a green graduation cap on top and a green arrow pointing from the 'a' to the right.

For additional help visit [Seller Central Help](#)

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To view your service and profession selections, complete the following steps:

- ❑ From the Seller Central home page, click on the **Manage Services** option from the dropdown menu.
- ❑ From the Manage Services page, click on the **Edit** link on the top of the page.

Edit professions.'. There are two sections: 'Offer-based' (Add your prices for the services labeled 'Offer-Based'.') and 'Claim-based' (For services labeled 'Claim-based', a single price estimate is surfaced to customers, and you which claim-based jobs you would like to receive.). An orange box highlights the 'Edit professions.' link."/>

amazon seller central PROFILE JOBS ADVERTISING STOREFRONT PERFORMANCE

Home | Service Locations | Staff | Background Checks | Profile Page

Manage Services

Click the **Edit** link

Below are the services we recommend you sell on Amazon based on your profession(s) [Edit professions.](#)

Offer-based Add your prices for the services labeled 'Offer-Based'.

Claim-based For services labeled 'Claim-based', a single price estimate is surfaced to customers, and you which claim-based jobs you would like to receive.

- ❑ Select or, deselect your services and professions.

amazon seller central PROFILE JOBS ADVERTISING STOREFRONT PERFORMANCE

Home > Tell us what you do

Select your profession(s)

Offering pre-packaged and custom services is determined by the profession(s) you select below.

<input checked="" type="checkbox"/> Arborist	<input checked="" type="checkbox"/> Auto Detailer	<input checked="" type="checkbox"/> Auto Mechanic
<input checked="" type="checkbox"/> Garage Door Specialist	<input checked="" type="checkbox"/> Home Cleaner	<input checked="" type="checkbox"/> Landscape Contractor
<input checked="" type="checkbox"/> Lawn Maintenance Specialist	<input type="checkbox"/> A/V Services - Commercial	<input type="checkbox"/> Academic Instructor
<input type="checkbox"/> Air Duct Cleaner	<input type="checkbox"/> Appliance Technician	<input type="checkbox"/> Assembler
<input type="checkbox"/> Auto Glass Technician	<input type="checkbox"/> Bicycle Mechanic	<input type="checkbox"/> Car Electronics Technician
<input type="checkbox"/> Carpenter	<input type="checkbox"/> Carpet Cleaner	<input type="checkbox"/> Carpet Installer
<input type="checkbox"/> Chimney or Fireplace Contractor	<input type="checkbox"/> Cleaning - Commercial	<input type="checkbox"/> Computer Technician



Add Price Estimates

Offer-based Jobs and Pricing

Offer-based jobs are purchased by Customers on Amazon by selecting a specific Pro and appointment preferences. For these jobs, Pros set the price estimate upfront. Pros receive these jobs via email and work with the Customer to confirm a final appointment day and time.

If you provide offer-based services, you will need to:

- ☐ Click the **Add/Edit Estimates** button to the right of each profession listed.
- ☐ Enter your prices in the **Your estimate** boxes. Make sure to scroll all the way down each section as many services have multiple variations.
- ☐ Make sure to **Save** your pricing information.

Add Price estimates

Tree Health Assessment - 1 Tree

In Home ▶ [Scope of Work](#)

Service location	Lowest estimate	Your estimate	Active
Andrej Cov 1 223 ZIPs	\$150.00 In 2 ZIPs Match Price	\$ 175.00 <div>Enter your pricing information</div>	Apply to all Service Locations below Not Added
Houston City Center 241 ZIPs	\$40.00 In 237 ZIPs Match Price or Beat by 1%	\$ 50.00	Not Added
Katy TX 14 ZIPs	\$40.00 In 10 ZIPs	\$ 60.00	<div>Save your price estimates</div>

Cancel

Save



Claim-based Jobs and Pricing

Claim-based jobs have pre-defined scopes of work, and a single price estimate is surfaced to customers. The customer sets the appointment date and time. It is important to note that multiple providers must opt-in to a service before you start receiving claims.

If you provide claim-based services, you will need to:

- ☐ Select or, deselect your services and professions.

Garage Door Specialist

Claim-based

Garage Doors

Pre-packaged Services [Select all](#) [Unselect all](#)

<input checked="" type="checkbox"/>	Garage Door Cable Replacement	Scope
<input checked="" type="checkbox"/>	Garage Door Control Panel Replacement	Scope
<input type="checkbox"/>	Garage Door Maintenance	Scope
<input type="checkbox"/>	Garage Door Opener Replacement	Scope

From the **Manage Services** page, you can view and manage claim-based services

- ☐ Review the Scope of Work for the services you are opted into to learn what is expected during the service.

Scope of work

Pre-Purchase Car Inspection

[View this on Amazon.com](#)

Frequently Asked Questions

What's included with this service?

- At-home 150-point inspection
- Visual inspection of fluids, body, brakes, cooling system, suspension, HVAC, tires, and external appearance
- Delivery of report with photos and notes
- Please allow for 1-2 hours for inspection

Does the mechanic use any diagnostic equipment?

Diagnostic equipment is not typically used in a pre-purchase inspection. Tools used in the pre-purchase inspections are those needed to check the fluids, brakes, tires, batteries, and other parts of the vehicle. An OBD II scanner may be used to record any trouble codes that may exist. One important part of the inspection is the mechanic's years of experience working on cars and providing their expert feedback on the condition of the car.

Why should I get a professional car inspection through Amazon?

Buying a used car can be a very stressful experience. With a 150-point inspection, the car buyer will have the peace of mind that the vehicle has been inspected by a qualified mechanic.

What does a pre-purchase inspection entail?

The mechanic performs a standard 150-point inspection that includes a visual inspection of the fluids, body, brakes, cooling system, suspension, HVAC, tires, and overall external appearance. The mechanic will also take photos of the exterior and interior. The mechanic may scan the car's various computers for trouble codes and test drive the vehicle if it's safe and operational and if permission from the owner has been given. If the mechanic inspecting the car is not


Review the Scope details to learn about what is expected during this service

For additional help visit [Seller Central Help](#)

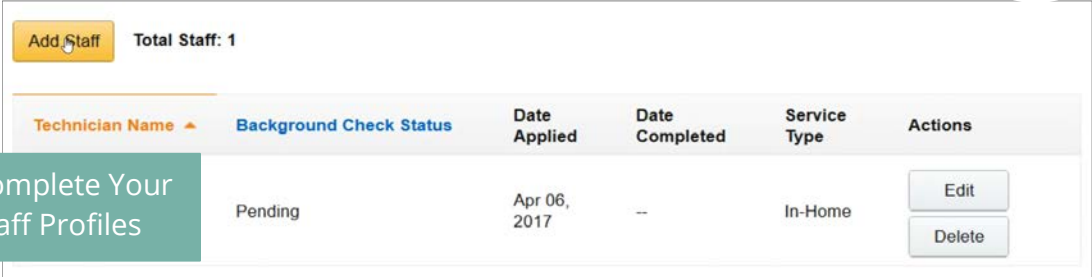
12

Add Staff

Before you can start receiving jobs from Amazon, you'll need to [Add Staff Profiles](#). Anyone that will be servicing jobs from Amazon customers must be added. The process has been started for you, but you'll still need to go in and complete your staff profiles.



The top section shows a button labeled "Add Staff" next to a circular icon containing silhouettes of five people.



Below the button is a table with the following structure:

Technician Name	Background Check Status	Date Applied	Date Completed	Service Type	Actions
	Pending	Apr 06, 2017	--	In-Home	<div>Complete Your Staff Profiles</div> <div>Edit</div> <div>Delete</div>

Complete the following steps:

- ☐ Click on the **Add Staff** button.
- ☐ Enter the **legal first/last name** and **e-mail address** for each staff member.
- ☐ **Add Photo** to each staff member's profile (required).
- ☐ Check the box(es) for **What does this person do?** To indicate if your staff will claim, assign or perform jobs.
- ☐ Check the box(es) for **Where do they do their job?** To indicate if your staff will visit customer's homes or work in-store only.
- ☐ Check the box(es) for **What jobs can this person see?** To indicate what job information you want your staff to access and manage.

Note: All staff who will visit customer homes will need a current, headshot photo assigned to their profile in addition to completing a criminal background check before they are eligible to complete jobs. The [Technician Photo Verification](#) feature is available through the Selling Services on Amazon mobile app. This step helps us build trust with customers by letting them know who which technician is assigned to their in-home service order and will be arriving at their home.



Technician Background Check(s)

The In-Home technician background check may take up to 2 weeks to process.

Technician Status

Technician Name ▲	Background Check Status	Date Applied	Date Completed	Service Type	Actions	
Technician #1	Pending	Aug 13, 2016	--	In-Home	<button>Edit</button>	<button>Delete</button>
Technician #2	Approved	Aug 13, 2016	Aug 16, 2016	In-Home	<button>Edit</button>	<button>Delete</button>

Pending: the Technician has been entered into Seller Central and will be sent an e-mail to complete a background check from Accurate Background.

Approved: the Technician's background check has been approved and the individual is able to complete jobs from Amazon

Delayed: the Technician's background check is pending indefinitely due to an unresolved legal matter. Once the legal matter has been resolved the status will update.

Failed: the Technician's background check was not approved and this individual is NOT able to complete jobs from Amazon.

Business Background Check Status

Your business background check is automatically started when you complete your registration. The business background check typically takes 1-3 days, but if we are unable to complete your background check based on the information provided during registration, you may receive an email requesting more information.

To view the status of your business background check, click Settings in the top right of Seller Central, select Service Provider and click the View button in the Background Checks section.



Pending Status

This means your business background check is currently being reviewed. This can take up to 48 hours to complete.

Complete business background check

 Pending

Approved

This means your business background check has been completed and meets our business requirements.


Complete business background check

 Approved

Not Approved

This means your business background check was not approved and does not meet our business requirements.

Complete business background check


 Not Approved

Documents Required

This means we were unable to complete your business background check and additional information is needed. Please send 2 of the following documents to vas-bg-needinfo@amazon.com. Once submitted, please allow up to 48 hours for review.

- A past invoice with your current business address
- A utility bill with your current business address and within the last 60 days
- A copy of your business license
- A copy of your professional license (if applicable)

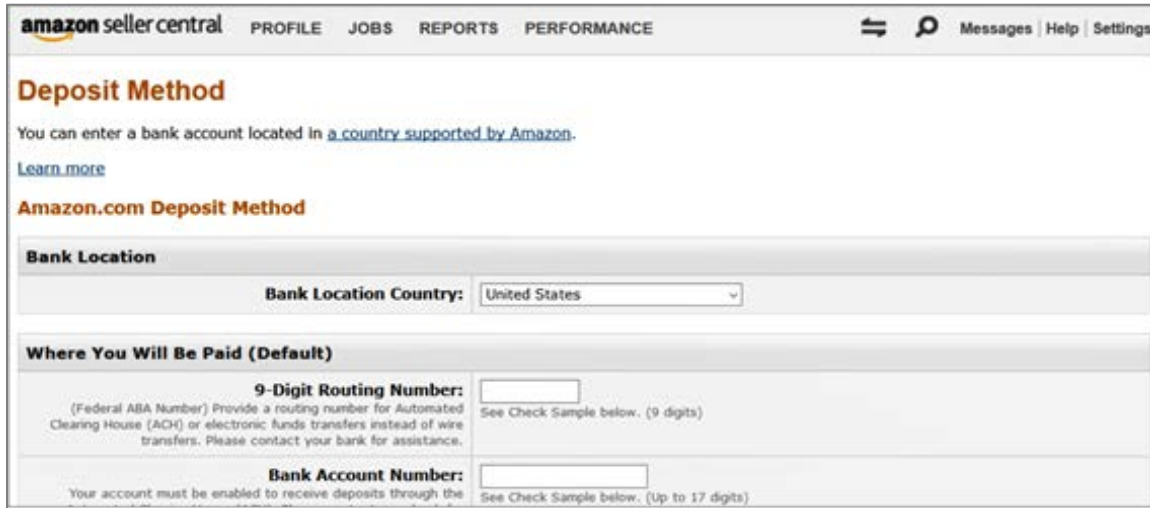
Complete business background check

 Documentation Needed ▾



Add Deposit Method

To receive payments for completed jobs, you must specify a bank account. We cannot transfer funds to a credit card or online payment system, such as PayPal. Before you can add a bank account, you must have a business address associated with your seller account.



The screenshot shows the 'amazon seller central' interface with navigation links for PROFILE, JOBS, REPORTS, and PERFORMANCE. The 'Deposit Method' section is active, displaying instructions and a 'Learn more' link. Below this, the 'Amazon.com Deposit Method' section contains two main parts: 'Bank Location' with a 'Bank Location Country' dropdown menu set to 'United States', and 'Where You Will Be Paid (Default)' which includes fields for a '9-Digit Routing Number' and a 'Bank Account Number'. Both fields have explanatory text and links to check samples.

Note: There is a mandatory 3-day security hold before any changes to bank account information can take effect. Transfers of funds cannot be initiated until after the hold period, which begins on the date you provide your bank account information.

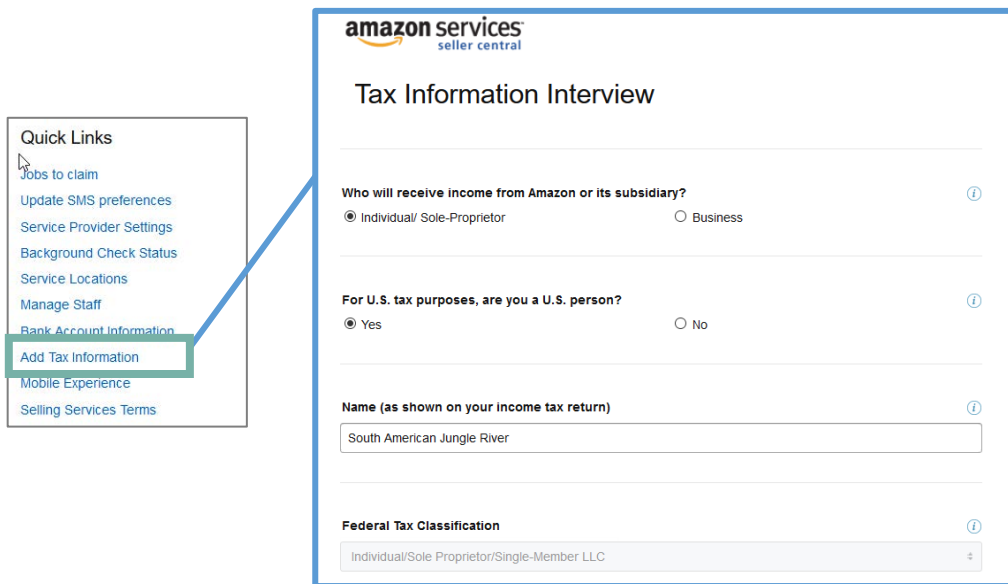
To add your bank account information, complete the following steps:

- ☐ Go to **Settings**, and then click **Account Info**.
- ☐ On the **Seller Account Information** page, under **Payment Information**, click **Deposit Methods**.
- ☐ Next to **Deposit Method**, on the right side of the page, click **Edit**.
- ☐ Next to the appropriate marketplace, click **Edit**.
- ☐ Click **Use a new bank account**.
- ☐ Using the drop-down list, select your **Bank Location Country**.
- ☐ Enter the information requested in **Where You Will Be Paid**.
- ☐ If you selected a country with a currency other than the marketplace you are selling in, go to **Currency Conversion Payment Agreement**, click **Agreement**, and read the agreement.
- ☐ Check the **Currency Conversion Payment Agreement** box to accept the terms of the agreement.
- ☐ Click **Submit**.



Tax Information Interview

- ❑ We recommend completing the *Tax Information Interview* by visiting the [Add Tax information](#) **Quick Links** section on your Seller Central Homepage.



amazon services
seller central

Tax Information Interview

Who will receive income from Amazon or its subsidiary? ⓘ

☒ Individual/ Sole-Proprietor ☐ Business

For U.S. tax purposes, are you a U.S. person? ⓘ

☒ Yes ☐ No

Name (as shown on your income tax return) ⓘ

South American Jungle River

Federal Tax Classification ⓘ

Individual/Sole Proprietor/Single-Member LLC ⓘ

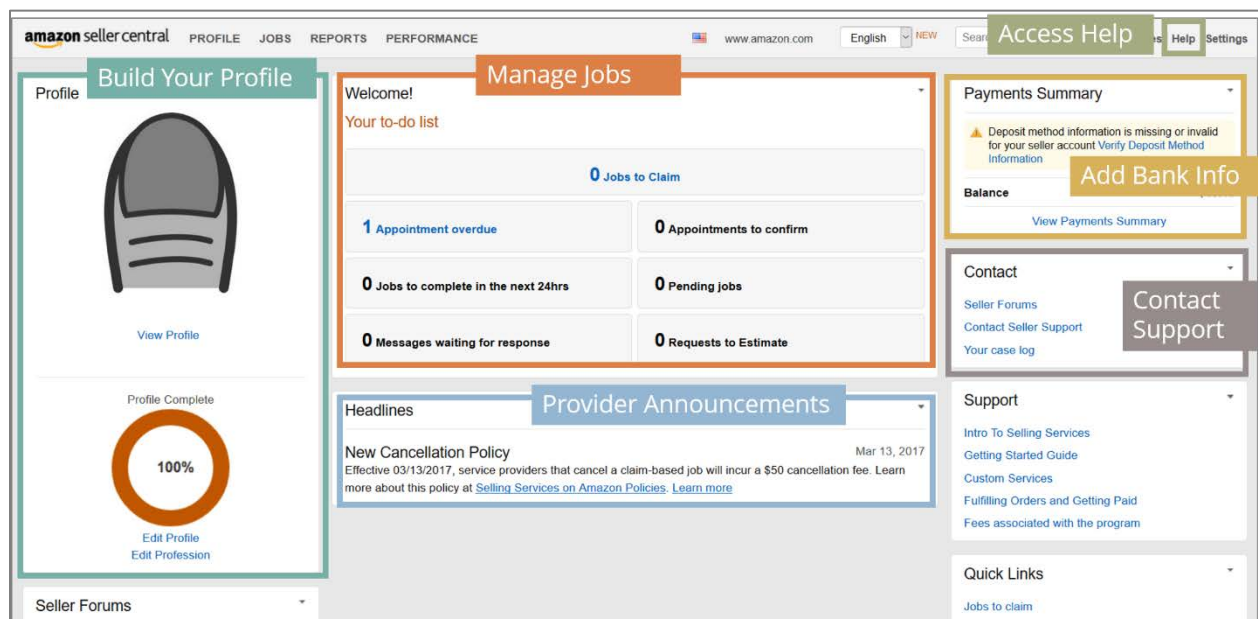


LIVE ON AMAZON

Navigate Seller Central

Now that your account is live on Amazon.com, you will want to learn how to navigate Seller Central. Get started by completing the following steps:

- ☐ Access Seller Central Help.
- ☐ Locate Seller Support and Quick Links from Seller Central home page.
- ☐ Confirm you have entered your bank information from the Payments Summary.
- ☐ View current provider announcements featured in the Seller Central Headlines section of the home page.
- ☐ Visit **Your to-do list**, the area where you will manage your jobs.
- ☐ Confirm you have a completed business profile.



Build Your Profile

Use your Profile Page to advertise your business operations, qualifications, history and performance to millions of Amazon customers.

Complete the following steps to build your profile:

- ☐ Click on **Edit Profile** near the bottom of the Profile section located on the left side of your Seller Central home page.
- ☐ Add your logo as a **Thumbnail Image**, a small image that will appear with your business listings on Amazon.
- ☐ Tell your story to customers in the **About Us** section of your profile.
- ☐ Define any additional areas of expertise to share with customers in the **Specialty Skills** section of your profile.

Images: Images help brand your business and provide visual clues to customers.

Thumbnail Image is a small image that will appear with your business listings on Amazon. Pros typically use their logo or an appropriate image representative of their business.

About You: Use this section to tell your story to customers in your own words. Include your business details, history, past accomplishments, certifications and unique aspects that differentiate your business from competing providers. Information you provide will be displayed below your thumbnail image on your profile page. Enter your story on the About You page and click Save. Your story can be up to 4000 characters in length.

Specialty Skills: This section lets you advertise your areas of expertise to potential customers in a clear and concise manner. Your skills will appear in a bulleted list on your profile page below the Specialty section.

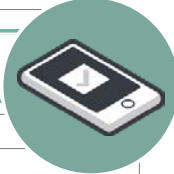


Download Mobile App

You will complete jobs using the Selling Services on Amazon mobile app. Before you can start receiving jobs, you will need to:

- ☐ Watch the video: [How the Selling Services on Amazon Mobile App Works](#)
- ☐ Download the Selling Services on Amazon Mobile App
- ☐ Enable mobile notifications
- ☐ Once you have installed the app on your mobile device, log in using the Username and Password associated with your Technician.

Download Mobile App




[Home](#) | [Service Locations](#) | [Staff](#) | [Background Checks](#) | [Profile Page](#)

Mobile App

Now it's easier than ever for your business to schedule new jobs, confirm appointments, and complete jobs with the all new Selling Services on Amazon Technician App. Download the app for your iOS or Android device below.


HOW TO DOWNLOAD

Download for iOS Devices




Click the AppStore icon on your mobile device or search for 'selling services' in the AppStore.

Download for Android Devices



HOW TO USE IT

**Notice:** Starting March 1, 2016, all order must be marked complete by getting the Customer's signature using the Technician App.

Login to the App

Log into the Technician App using your approved technician username and password. Once you're logged in, you won't need to log in again. Simply open the app and you'll have immediate access to all your current and upcoming jobs.

Scheduling a Job

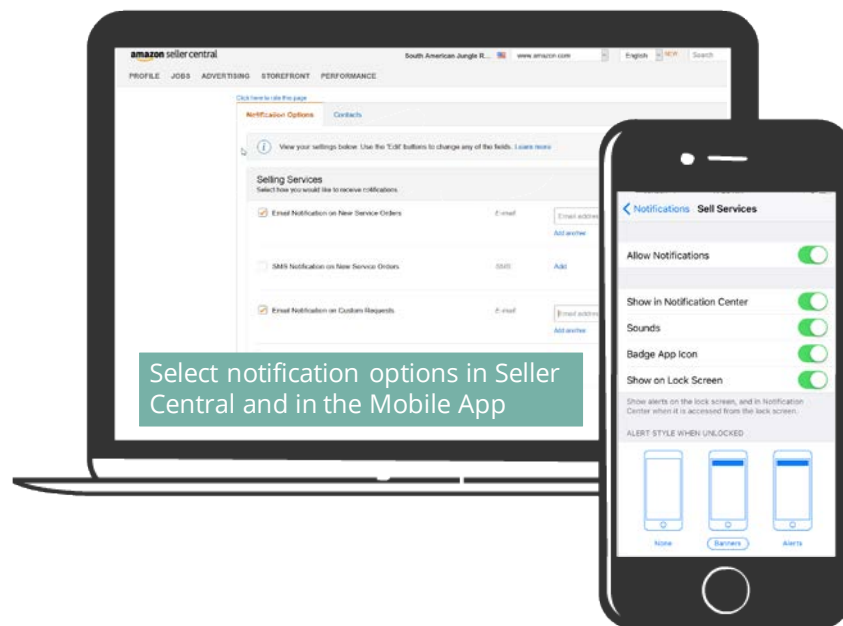


Enable Mobile Notifications

To receive real-time notifications for new Custom Projects or Claim-based Jobs, make sure you have notifications enabled for the Selling Services on Amazon app. Notifications should be enabled as a default when you download the app. To confirm notifications are enabled please follow these steps.

How to [Enable Mobile Notifications \(iOS\)](#):

- ❑ From your device, go to **Settings**.
- ❑ Select **Notifications**.
- ❑ Select the **Selling Services on Amazon** app.
- ❑ Make sure **Allow Notifications** is turn **ON**.



From Seller Central, select and manage how you would like to receive notifications such as email summaries, daily appointments and new service orders.

How to Manage Notification options in Seller Central:

- ❑ From your Seller Central Homepage, go to **Settings**.
- ❑ Select **Notification options**.
- ❑ Select the **Edit**, then check or uncheck the boxes for the notification types you wish to receive.
- ❑ Select **Save** to update your new notification preferences.





For additional help visit [Seller Central Help](#)