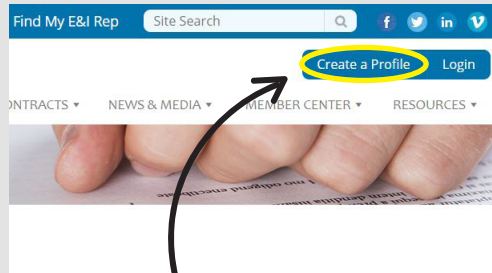


## STEP 1: CREATE A PROFILE



Go to [www.eandi.org](http://www.eandi.org), click on **Create a Profile**, which is located on the top right corner, next to Login.

### PLEASE COMPLETE THE FORM BELOW

FIND INSTITUTION

Select State/Province \*  
--Select a State--

Select Institution \*  
Select a State First

If your institution is not listed above, it may be included under a different name. For assistance, please contact E&I's Membership Department at (877) 693-2634, or via email at [membership@eandi.org](mailto:membership@eandi.org).

PERSONAL INFORMATION

First Name \* Middle Name Last Name \*

Title \* Institution Name \* Department \*

Address 1 \* Address 2

City \* State \* ZIP \*

Phone \* Extension Email Address \*

Categories of Interest

- Athletic Training Supplies
- Automotive Parts
- Books
- Computer Software
- Construction
- Electronics
- Food & Beverage
- Healthcare
- Industrial Machinery
- Information Technology
- Manufacturing
- Medical Equipment
- Oil & Gas
- Other

Questions & Comments

Your question or comment

Please, be as descriptive as possible

LOGIN INFORMATION

Username \* Password \*

Username must have 6 characters minimum.

Password must have 6 characters minimum, it must include 1 numerical character and 1 upper case character at least.

By checking this box, you agree to the E&I website terms and conditions.

Submit Registration Form Cancel

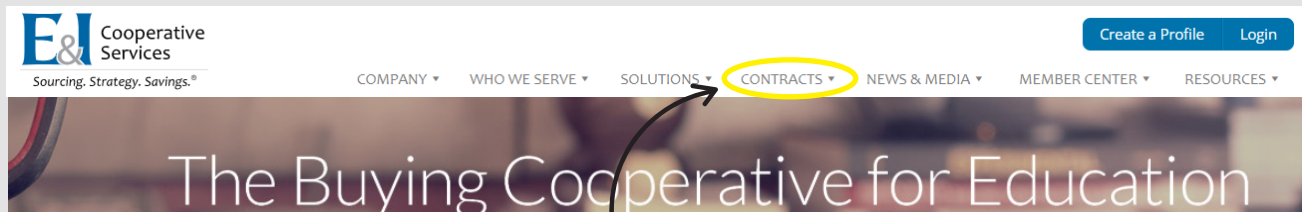
Complete this form to get started. When complete, press the **Submit Registration Form** button.

## STEP 2: LOGIN

Once you've created a profile, simply login to the **E&I website** with your email address or username, and password to get instant access to all contract information.

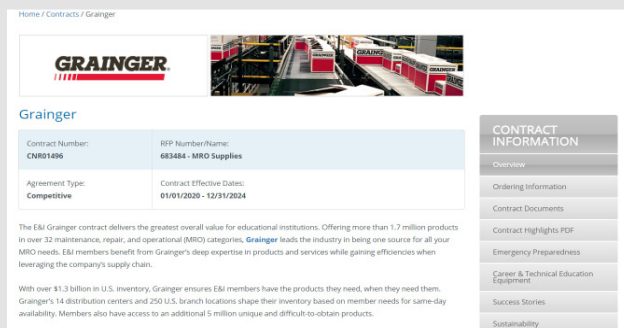
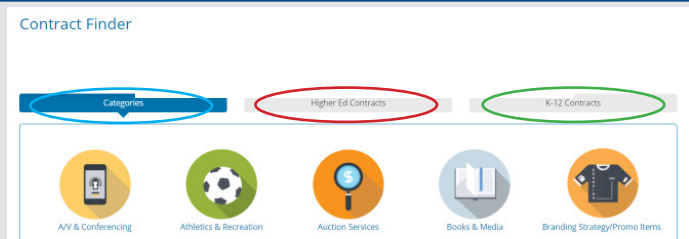
A screenshot of the E&I website's login page. It features the E&I logo and tagline at the top. Below is a login form with fields for 'Username or Email Address' and 'Password'. There is a 'Remember Me' checkbox and a 'Log In' button. At the bottom, there is a link for 'Lost your password?' and a 'Back to E&I Cooperative Services' link.

# STEP 3: BROWSE E&I'S CONTRACT PORTFOLIO



Click on the Contracts tab in the top navigation, then select Contract List (A-Z) or Contracts by Category.

Our helpful Contract Finder can be filtered by **Categories**, **Higher Ed Contracts**, or **K-12 Contracts**. Simply select your option and browse our portfolio of 130+ competitively solicited contracts.



Click the company name or logo to be taken to that Contract Overview page, where you will find all the contract information you need!

Use the grey navigation bar to see ordering information, contract documentation, relevant content, and more.

Ready to sign up for a contract? Scroll to the "Getting Started" section of the contract's overview page and click the link to fill out an LOP/RFI form.