

# How to Assign Kroger Card to GBS

1. As of 8-1-18, you can no longer call Kroger Customer Service Direct Line at 1-866-221-4141 to assign your card to the GBS; you must assign your card online over the Internet
2. To assign your card to the GBS, you must do the following:
  - a. Access the web site, [www.kroger.com/account/communityrewards](http://www.kroger.com/account/communityrewards) and select the option “Welcome Sign In” at the upper right of the screen
  - b. A drop-down menu will appear
  - c. Select “Create an account”
  - d. Enter your preferred store, email, name and your Kroger card number; in addition, you must **choose a password**
  - e. **You will sign in using your email address and password**
  - f. The next step is to sign in
  - g. After signing in, you will have the opportunity choose an organization
  - h. Enter GBS Non-Profit Organization (NPO) Number **HC893**
  - i. Under the “My Account” option at the upper right of the screen, select “Sign Out”
3. The assignment of your Kroger Card to the GBS **does not expire. However, any changes must be made online over the Internet.**