



# Distributor Associate Enrollment

Distributor's Name \_\_\_\_\_ Date \_\_\_\_\_  
 User's Name \_\_\_\_\_ User's Location \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State, ZIP \_\_\_\_\_  
 Job Title/Function \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Distributor Account Numbers\* \_\_\_\_\_ Email Address\*\* \_\_\_\_\_

\* List all customer account numbers this associate requires access to.

\*\* Login information will be sent to the email address provided. Valid email account must be active for new associate requests.

## Type of Request

New     Change of Position/Access     Deactivate - User no longer employed at distributorship

## Access Requested (Select all that apply)

Application	
<input type="checkbox"/>	<a href="#">QuickPack</a> - Quotation, Submittal, and Order for configured product
<input type="checkbox"/>	<a href="#">Kohler Power Resource Center</a> – Distributor portal (Select all that apply)
<input type="checkbox"/>	Industrial
<input type="checkbox"/>	- News
<input type="checkbox"/>	- Price Lists
<input type="checkbox"/>	Mobile
<input type="checkbox"/>	- News
<input type="checkbox"/>	- Price Lists
<input type="checkbox"/>	Lead Time
<input type="checkbox"/>	Software
<input type="checkbox"/>	View Quotations/Orders <i>(Includes View Bill of Material, Sales/Billing Documents, Open Order Status)</i>
<input type="checkbox"/>	Create Orders <i>(Includes Create Order for Service Parts, QuickShips &amp; Sales Accessories, Stock Price Check, View Bill of Material, Sales/Billing Documents, and Open Order Status Report)</i>
<input type="checkbox"/>	<a href="#">Kohler Power Parts</a> – Parts research by serial, part, model or kit number (Select all that apply)
<input type="checkbox"/>	All Markets
<input type="checkbox"/>	Industrial <i>(includes ATS &amp; Mobile Rental)</i>
<input type="checkbox"/>	Residential <i>(includes ATS &amp; Portable)</i>
<input type="checkbox"/>	<a href="#">Kohler PowerTalk Newsletter</a> – Weekly newsletter for Kohler distributors
<input type="checkbox"/>	<a href="#">Warranty System</a>
<input type="checkbox"/>	View Only
<input type="checkbox"/>	Submit Claims
<input type="checkbox"/>	<a href="#">KPS Learning Academy</a> – Online courses for sales, service, systems, and product training
<input type="checkbox"/>	Installation
<input type="checkbox"/>	Installation/Sales
<input type="checkbox"/>	Service
<input type="checkbox"/>	Service/Installation
<input type="checkbox"/>	<a href="#">Kohler Generators Literature Site</a> – Order brochures and sell sheets
<input type="checkbox"/>	<a href="#">Service File App</a>
<input type="checkbox"/>	Industrial
<input type="checkbox"/>	Residential
<input type="checkbox"/>	Marine
<input type="checkbox"/>	<a href="#">Marketing Assistance Site</a> - Advertising Resources

## Residential Only Applications

- [Kohler Generators Dealer Portal](#) - Marketing Support, News, Advertising Resources, Products, Financing Program, Training, and Downloads
- [Kohler Power Quote +](#) – iPad-based sizing and quotation tool for dealers
- [Strategic America](#) - Advertising Resources

Distributor Main Contact Approval: \_\_\_\_\_

Area/Account Manager Approval: \_\_\_\_\_

### Fill out the form

1. Position the mouse cursor inside a form field. The I-beam cursor allows you to type text. The arrow cursor allows you to select the checkbox.
2. After entering text or selecting a checkbox, choose from the following:
  - Press Tab to accept the field change and go to the next field.
  - Press Shift + Tab to accept the field change and go to the previous field.
  - Press Return or Enter to accept the field change and deselect the current field.
  - Press the Escape key to reject the field change and deselect the current field.
  - If you press the Escape key a second time and you are in Full Screen mode, you will exit Full Screen mode.

### Clear the form

Click the Reset Form button or exit Acrobat Reader and start again.

### Submit the form

Once you have filled in the appropriate fields, choose E-mail to [QuickPack@Kohler.com](mailto:QuickPack@Kohler.com) button.

