## Accessing the Martin's Distributor Portal Website

Below are the instructions on how to access the Distributor Site. The first section is if you have <u>not</u> already filled out the "Sign Up" form. You will need to fill this out prior to gaining access to the site. When you fill the form out, MIS Support will setup an account for you. Once you receive your login information back from MIS Support, then you can login to the site.

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## If you do not already have a log-in:

1. Go to https://distributors.mfps.com

https://distributors.mfps.com

2. Click the "Sign Up" link

Martin's	Welcome to Martin's Famous Distributor Portal Recent
Sign In Trouble signing	Sign Up

3. Fill out the form (make sure to include all required information)

PERSONAL INFORMATION		
First Name:	Last Name:	
Email Address.	Confirm Email Address:	
<ul> <li>I would like to receive updates from Martin's via email.</li> </ul>		
Reason for requesting access to site:		
Business Name:	Business Phone:	*
		(000) 000-0000
Warehouse Number:	Route Number:	
Position Type:	Account number found on	
	your settlement reports:	

3. Wait for your request to be processed by MIS (this typically takes 1-3 days). To help speed up this process, be sure to enter your route information so MIS can confirm you are a distributor of Martin's. They will then contact you with your login information. Call MIS Support if you have any problems.

If you have a log-in:

1. Go to https://distributors.mfps.com



2. Click the "Sign In" link



3. Enter your user name and password given to you by MIS



4. Once signed in, you should be redirected to the Distributor Site landing page: <u>https://distributors.mfps.com/distributors/</u>



## If you have forgotten your username or password:

1. <u>Contact MISSupport@mfps.com</u> or call **1-800-Helpman (1-800-435-7626)** to have them reset your password.