How to create your profile in the Institutions & Professionals Boutique on bb.ca.

Together to learn, create and play!



Create your Institutions & Professionals profile on bb.ca.

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1. Go to bb.ca (www.bb.ca/en/connect/create-your-profile/) and click on the «CREATE YOUR PROFILE» button.



- 2. Click on «Create an « Institutions & professionnals » profile».
 - C eate an « Institutions & professionnals » profile
- 3. Complete all the mandatory fileds, marked with a red asterisk «*». For example :

* Title

Create your Institutions & Professionals profile on bb.ca.



4. Add your Professional account number and your institution's postal code. The account number is required to show your negotiated prices.

Postal code (6 ch	aracters)		
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You can find your professional account number on the **upper left corner of a Brault & Bouthillier invoice.** If you have questions regarding your account number, please contact us.

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5. Register to one of our newletters to be notified on new items, information and promotions, and learn about Brault & Bouthillier events.

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Register

6. Read and accept the terms and conditions on bb.ca and «Register».

Manage your preferences on bb.ca.

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Once your profile is created, you can manage your preferences via «MY PROFILE»

OUR STORE CONTACT US LOGOUT	MY PROFILE	MY TENDERED PRODUCTS QUICK ORDER FRANÇAIS		
	Search	Q	My Order List	(0) My Cart 📄

You can also manage your subscriptions, view your Order history, Secondary Users' permissions as well as update your Order List.

My profile and subscriptions	
Order history	
Secondary Users	
My Order List	

18/08/2015

For any questions, please do not hesitate to contact us, either by phone or email.

For price or profile questions: communicationbb@bb.ca

For questions related to your orders: Customer Service 514 273-9186 ext. 502 service@bb.ca



Boutique open daily For the schedule, visit our website → www.bb.ca 700, avenue Beaumont Montreal (Quebec) H3N 1V5 514 273-9186 / 1 800 361-0378

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