CASA of the Continental Divide

Amazon Smile How-To

Purpose
Amazon Smile was created by Amazon as a way for those who shop Amazon to give to their favorite charity. Every time someone enrolled in Amazon Smile, Amazon donates .5% to the charity of the shoppers' choice. Amazon Smile is the same as Amazon with the same products, same prices, and same service.

Scope
This How-To is intended to be used by anyone who wants to sign up for Amazon Smile or change their charity to CASA of the Continental Divide.

How-To

1. **Customer DOES not have an AMAZON SMILE account**
   If you already have an Amazon account, sign into **Smile.amazon.com**, or
   If you don't have an Amazon account, create a new account then;
   Log into **Smile.amazon.com**
   On the right-hand side, under Hello, your name
      Select "Your Lists"
         Select "Amazonsmile Charity Lists"
            Click on "Join Amazon Smile"
               Under "Or pick your own charitable organization"
                  Enter "CASA of the Continental Divide" (if you just put CASA, you will scroll for a very long time to find it)
                     Click on SELECT for CASA of the Continental Divide
                        Check "Yes, I understand that I must always start at SMILE.AMAZON.COM to support CASA of the Continental Divide

2. **Customer already has a SMILE AMAZON account but has NOT picked a charitable organization**
   Sign into your existing account at **Smile.amazon.com**
   Go to #1 and do the same procedure after 'Log into Smile.amazon.com'.

3. **Customer already has a SMILE AMAZON account and has already picked CASA of the Continental Divide as their charitable organization**
   There is nothing to do except to sign into your existing account using **smile.amazon.com** when purchasing items.

4. **To change your non profit organization to CASA of the Continental Divide**
   Sign into your existing account using **smile.amazoncom**
      On the right-hand side, under Hello
         Select Your Account
            Select Youramazonsmile
               On the right-hand side, CLICK on CHANGE CHARITY
                  Under "OR pick your own charitable organization"
                     Enter "CASA of the Continental Divide" (write in the whole name

otherwise you will scroll for a long time)
NOTE: or you can search by zip code 80435

March 2020