# Quick Reference Guide - Add Additional Vendors to Account

Vendor users that represent multiple vendors can link all vendors that they are associated with to their K-Link account. All brands associated with each vendor with automatically link as well. Please follow the instructions if you are a Current K-Link User.

Step 1: Click on your initial in the blue circle in the upper right hand corner of the K-Link Dashboard.

Step 2: Select "Profile"
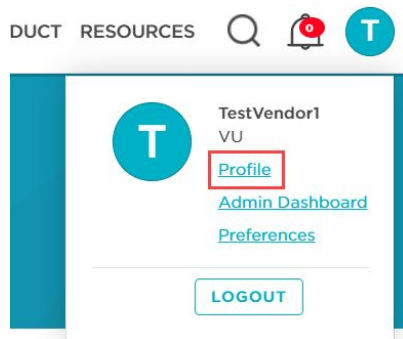
Step 3: Click "Add" to add additional vendors.

Step 4: Enter PO # and Vendor # for the vendor you would like to add. You can get this information from your buying office.
When complete click "Submit"