

## Instructions for JoAnn Fabrics

Log on to <https://plus.joann.com/my-account>

Enter Login Name and Password. **DO NOT register.** (Call Kelly Potts-Staub @936-709-7705 for the district login and password)

JoAnn Fabrics only allows us to purchase items that qualify in their bulk purchases. When looking for your items make sure the items have the green box below the “add to bag for shipping” box. If you see this box then you can purchase the item through our account, and it has to be for the quantity stated.

— 2 + **ADD TO BAG FOR SHIPPING**

JOANN MEMBER: L00001500

**Purchase in the following quantities to receive bulk pricing**  
Your discount will be reflected in cart.  
Product must be ordered in increments of 10.

Quantity	Price	Bulk Discount
10-39	\$2.52 yd.	75%
40+	\$2.52 yd.	77%

Start Shopping for your items. When you find an item you want, enter quantity and click **ADD TO CART**

When you are done – print your cart. Attach that cart to your requisition. (When done delete the items out of the cart – this will make sure that your items don’t get included on another person’s cart)

Purchase Requisition Entry:

Vendor: Jo Ann Stores V#40000727

Comments: RFP # 19-09-03A x11/24

Ship To: North or South County Warehouse

Attachment: Attach the printed cart

Description: Product # - Description (what it is)

\*List each item as a separate line item – Do not put “As Per Attached Cart”\*