

# Together With Registration Guide



Welcome to **Together With**, our supplier portal designed to simplify and streamline ways of working with us here at Sainsbury's. Please see below for a step-by-step guide on how to register for the system and login for the first time. If you experience any issues or would like more information, please email the Supplier Support Team at [Together.with@sainsburys.co.uk](mailto:Together.with@sainsburys.co.uk).

Navigate to [www.togetherwith.co.uk](http://www.togetherwith.co.uk). On the homepage, click '**Register for Access**'. Please note, whilst the system operates on all browsers, it is most effective in Chrome, Firefox or Safari.

# Together With

A dedicated platform helping to manage day to day  
business activities.

**Sign In**

**Register for access**

Select your status – Supplier or Agent

### Supplier

As a Sainsburys Supplier, you will have access to a supplier number (supplier code) consisting of 5 to 6 digits provided by Sainsbury's. This code will be unique to your company and will be used by Sainsbury's to identify you.

Click [here](#) to follow the process to register as a supplier

### Agent

If you are an individual that works for a third-party company that manages the relationship between Sainsbury's and the Supplier then you will identify as an Agent.

Click [here](#) to follow the process to register as an Agent

If you are unsure of your status please contact  
[Together.With@sainsburys.co.uk](mailto:Together.With@sainsburys.co.uk)

### Registering with Together With

Please select who you are and review the information you need to register to use Together With

☐ **Supplier**

A manufacturer that supplies products to Sainsbury's and has an approved supplier code.

**What's needed to register**  
Your supplier code provided by Sainsbury's.

☐ **Agent**

A third party company that manages the relationship between Sainsbury's and the manufacturer or brands they represent. Includes distributors/hauliers whom hold stock, deal with logistics and supply products to Sainsbury's.

**What's needed to register**  
Details for each supplier you work with, including their supplier code and Sainsbury's contact you liaise with.

## Registering as a Supplier – Stage 1

Your details

Enter your contact details, your job title and job function within your business.

Your job function will be used for us to tailor our communications to you. More than one function can be selected. You can find more information on the types of communication you might receive from us by clicking '**What is this?**' on the registration form.

1

2

3

4

Your detailsCompany detailsReview detailsComplete registration

If you have any issues completing the registration form please contact [together.with@sainsburys.co.uk](mailto:together.with@sainsburys.co.uk)

About you

Title

Please select

First name

Last name

Country code

United Kingdom +44

Telephone number

Email address

Please do not use a group email to register [What is this?](#)

Confirm email address

Your role

Job title

Job function [What is this?](#)

What is your function in the company? More than one can be selected.

Sales

Supply chain

Development

Technical

Finance

Category Management

Marketing

Continue

Cancel

## Registering as a Supplier – Stage 2

Your Company details

Enter your company name and supplier code. Your supplier code will be a 5-6 digit number that is included in some of our correspondence with you. You can find out more about your supplier code by clicking '[What is this?](#)' on the registration form.

### Register for access

✓  
Your details

2  
Company details

3  
Review details

4  
Complete registration

If you have any issues completing the registration form please contact [together.with@sainsburys.co.uk](mailto:together.with@sainsburys.co.uk)

#### Company details

Company name

Supplier code [What is this?](#)

Enter any one if you have several

Continue

Cancel

Back

## Registering as a Supplier – Stage 3

Review details

Once you continue, you will need to review the form to ensure the information you have provided is correct. The form will be checked by the Supplier Support team, please note that an incorrect form could delay the registration process.

If you are unsure about the details you have entered in the registration form, please contact [Together.with@sainsburys.co.uk](mailto:Together.with@sainsburys.co.uk)

To complete the registration, you will need to accept our Together With Terms and Conditions.

The screenshot shows a web form titled "Register for access" with a progress bar at the top. The progress bar has four steps: 1. Your details (checked), 2. Company details (checked), 3. Review details (active, highlighted in orange), and 4. Complete registration. Below the progress bar, there are two main sections: "Your details" and "Company details". The "Your details" section includes fields for Name, Phone number, Email address, Job title, and Job function, with an "Edit details" button below. The "Company details" section includes fields for Company name and Supplier code, with an "Edit details" button below. At the bottom of the form, there are three buttons: "Continue" (orange), "Cancel" (grey), and "Back" (grey).

**Register for access**

1 ✓ Your details 2 ✓ Company details 3 Review details 4 Complete registration

**Your details**

Name  
Phone number  
Email address  
Job title  
Job function

Edit details

**Company details**

Company name  
Supplier code

Edit details

Continue Cancel Back

### Registering as a Supplier – Stage 4

Once your form has been received and approved by the team, you will receive an email from Together With. Click **‘Complete Setup’** to open the Together With Portal.

Dear

## **Your registration has been approved.**

Please click the “Complete Setup” button below to setup your Together With account.

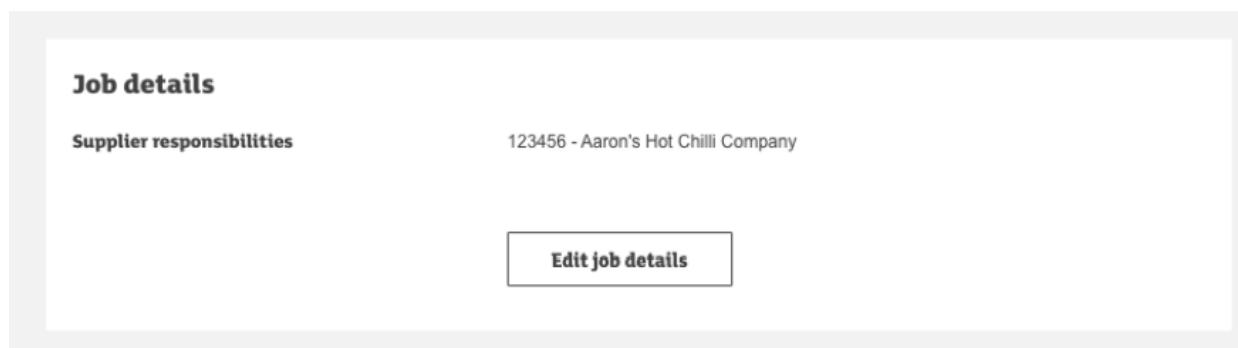
**Complete Setup**

If you have any queries, [please get in touch](#).

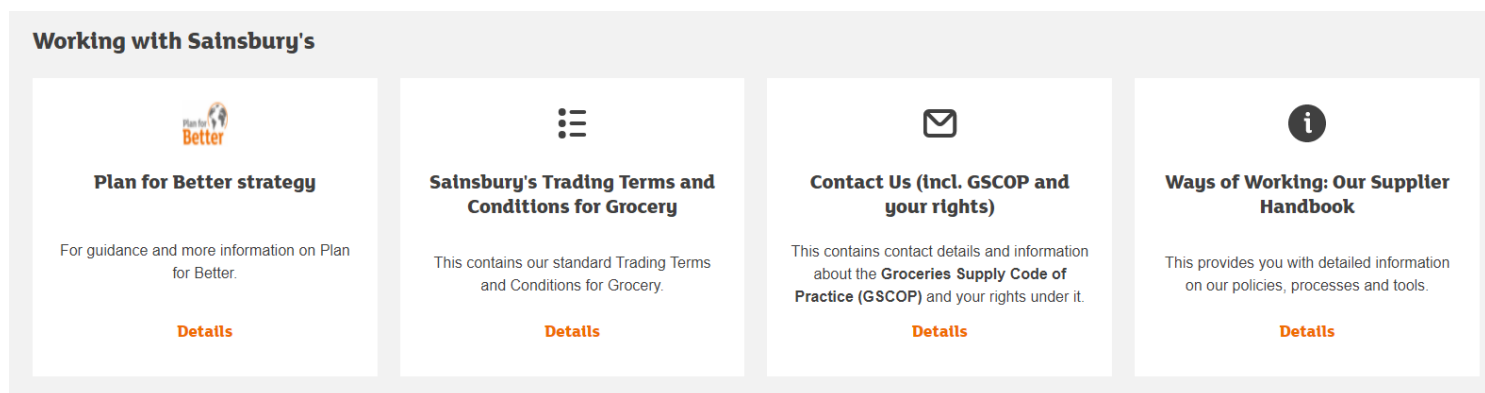
This will direct you to the log in page where you will need to enter the email address you registered with and the standard password associated with this email address (what you use to log into your email account).

## Registering as a Supplier – Stage 5

Once you have accessed the site, we recommend you update your profile by selecting the supplier codes and product categories you should have access to. You can do this by accessing your profile found in the top right corner of the homepage, and then edit your job details. Your profile can affect your access to some of the apps on Together With so it is important that this is kept up-to-date.



You can view all of the apps available on the Together With Homepage, as well as accessing our T&Cs and Supplier Handbook. The **'Help & Support'** page is also available to answer common queries on Sainsbury's systems and apps.





You can also register for our Supplier Academy, which provides training on ways of working with Sainsbury's and introduces the apps on our Together With site. For instructions to register for the Supplier Academy, or any of the apps, please click on the "Request access" button in the top right of the app page, and enter the app you want access to.

The screenshot shows a web interface with a grey header bar. On the left, it says "Need access to specific app?". On the right, there is a dark grey button with the text "Request access" in white. Below the header, there is a section for "Brandbank" with an orange "BB" icon. The description for Brandbank is "Service provider for supplying and maintaining product images, content and...". Below this, there is a modal window titled "Request app access" with a close button (X) in the top right corner. Inside the modal, there is a question "What is the app you need access for?" followed by a text input field containing "Supplier Academy" and a small "X" icon to clear the field. Below the input field, there is a section titled "Instructions to request access for Supplier Academy" with the following text: "An individual login is required to access to this application. If you are a Sainsbury's Brand supplier and would like to request access, please register [here](#). Branded suppliers should register [here](#). If you have any questions about the Supplier Academy please contact [Sainsburys.Brand@sainsburys.co.uk](mailto:Sainsburys.Brand@sainsburys.co.uk)".

Need access to specific app? **Request access**

**Brandbank**  
Service provider for supplying and maintaining product images, content and...

**Request app access** X

What is the app you need access for?  
Supplier Academy X

**Instructions to request access for Supplier Academy**

An individual login is required to access to this application. If you are a Sainsbury's Brand supplier and would like to request access, please register [here](#). Branded suppliers should register [here](#). If you have any questions about the Supplier Academy please contact [Sainsburys.Brand@sainsburys.co.uk](mailto:Sainsburys.Brand@sainsburys.co.uk)

Why not also check out our Supplier Journal? It's a great way of staying up-to-date on all things Sainsbury's. You can also provide your own suggestions for content!



### **Supplier Journal**

View the latest edition of Supplier Journal, the Sainsbury's Digital Magazine for our suppliers  
[Details](#)

There's some great content on the portal to explore, if you have any questions regarding the Together With portal please check our Help & Support page or alternatively ask the Supplier Support team at [Together.with@sainsburys.co.uk](mailto:Together.with@sainsburys.co.uk)

## Registering as an Agent – Stage 1

Your details

Enter your contact details and your Job title and function within your business.

Your company name will be the company that you work for. You will be able to enter the companies you represent later in the form.

Your job function will be used for us to tailor our communications to you. More than one function can be selected. You can find more information on the types of communication you might receive from us by clicking **'What is this?'** on the registration form.

If you have any issues completing the registration form please contact [together.with@sainsburys.co.uk](mailto:together.with@sainsburys.co.uk)

### About you

**Title**

**First name**

**Last name**

**Country code**

**Telephone number**

**Email address**  
Please do not use a group email to register [What is this?](#)

**Confirm email address**

### Company details

**Company name**

☐ This company is a supplier with its own Sainsbury's supplier code

### Your role

**Job title**

**Job function** [What is this?](#)  
What is your function in the company? More than one can be selected.

☐ Sales  
☐ Supply chain  
☐ Development  
☐ Technical  
☐ Finance  
☐ Category Management  
☐ Marketing

## Registering as an Agent – Stage 2

Supplier details

You will now need to enter the details of all the suppliers you represent. Your supplier code will be a 5-6 digit number that is included in some of our correspondence with you. You can find out more about your supplier code by clicking **'What is this?'** on the registration form.

You can also add more supplier codes once you are registered on the site. This can be done by accessing your profile.

You will also need to provide your Sainsbury's contact (for example your buyer). This contact will need to confirm that you should have access to the site.

The screenshot shows a web form titled "Register for access" with a progress bar at the top. The progress bar has four steps: 1. Your details (completed, green checkmark), 2. Supplier details (current step, orange circle with '2'), 3. Review details (grey circle with '3'), and 4. Complete registration (grey circle with '4'). Below the progress bar, a small text line says: "If you have any issues completing the registration form please contact [together.with@sainsburys.co.uk](mailto:together.with@sainsburys.co.uk)".

The main form area is titled "Supplier details". It contains three sections:

- Your company**: A label "Company Name" followed by a text input field with placeholder text "Company name".
- ☒ This company is a supplier with its own Sainsbury's supplier code
- Supplier code**: A label "Supplier code" followed by a link "What is this?". Below it, a text input field with placeholder text "Enter any one if you have several" and "e.g. 10123".
- Sainsbury's contact**: A label "Sainsbury's contact" followed by a text input field with placeholder text "Please enter the name of the colleague you work with from Sainsbury's" and "Enter full name".

At the bottom of the form area, there is a link "+ add another supplier".

At the bottom of the page, there are three buttons: "Continue" (orange), "Cancel" (white with orange border), and "Back" (grey).

## Registering as an Agent – Stage 3

Review details

Once you continue, you will need to review the form to ensure the information you have provided is correct. The form will be checked by the Together With team, please note an incorrect form could delay the registration process.

If you are unsure of the details you have entered in the form, please contact [Together.with@sainsburys.co.uk](mailto:Together.with@sainsburys.co.uk)

To complete the registration, you will need to accept our Together With Terms and Conditions.

The screenshot shows a web form titled "Register for access" with a progress bar at the top. The progress bar has four steps: 1. Your details (checked), 2. Supplier details (checked), 3. Review details (active, highlighted in red), and 4. Complete registration (disabled). Below the progress bar, the form is divided into two sections: "Your details" and "Supplier details". The "Your details" section includes fields for Name, Phone number, Email address, Company name, Job title, and Job function, with an "Edit details" button below. The "Supplier details" section includes fields for Supplier name, Supplier code, and Sainsbury's Contact, with an "Edit details" button below. At the bottom of the form, there are three buttons: "Continue" (orange), "Cancel" (white), and "Back" (grey).

**Register for access**

1 ✓ 2 ✓ 3 4

Your details Supplier details Review details Complete registration

**Your details**

Name  
Phone number  
Email address  
Company name  
Job title  
Job function

Edit details

**Supplier details**

Supplier name  
Supplier code  
Sainsbury's Contact

Edit details

Continue Cancel Back

## Registering as an Agent – Stage 4

Once your form has been received and approved by the team, you will receive an email from Together With. Click **‘Complete Setup’** to open the Together With Portal.

Dear

**Your registration has been approved.**

Please click the “Complete Setup” button below to setup your Together With account.

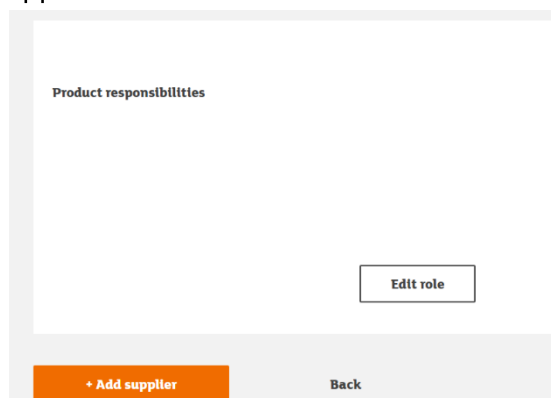
A rectangular button with an orange border and the text "Complete Setup" in orange.

If you have any queries, [please get in touch](#).

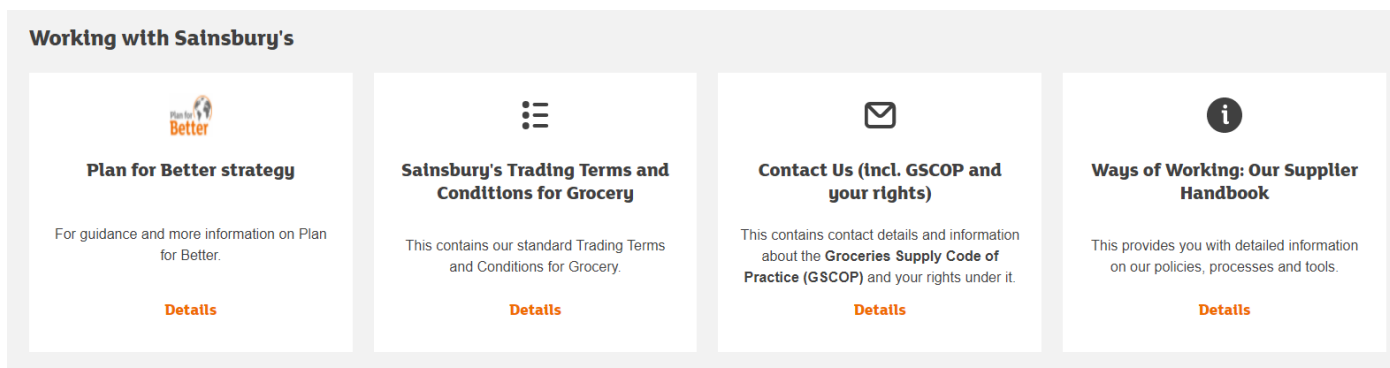
This will direct you to the log in page where you will need to enter the email address you registered with and the standard password associated with this email address (what you use to log into your email account).

## Registering as an Agent – Stage 5

Once you have accessed the site, we recommend you update your profile by selecting the supplier codes and product categories you should have access to. You can do this by accessing your profile found in the top right corner of the homepage, from here you can edit your role and also request access to more supplier codes.




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Need access to specific app?

Request access



Brandbank

Service provider for supplying and maintaining product images, content and

Analytical Assurance Program

Brandbank

Service provider for supplying and maintaining product images, content and

Merchandising

Supplier Academy

accredited product

Zip Code

Management

in North

Request app access

What is the app you need access for?

Supplier Academy

Instructions to request access for Supplier Academy

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