

Creating a New Linked Membership Group – Reseller

1. Reseller will need to provide the following information to climbsledmarketplace@climbcs.com :
 - a. Name and Customer MP ID number for the customer that will be the “Owner” of the linking relationship.
 - b. Advise if the linking membership will be a standard or a consortium
 - i. Standard: Suitable for departments or sub-organizations with separate budgets or administrative requirements
 - ii. Consortium: Suitable for groups of organizations with shared interests and goals, managed by a central entity.
 - c. A name for the Linked Membership (if no name is provided a name will be assigned)
2. The Climb Sled Marketplace team will create the linked membership, and an invitation will be sent to the linking member owner.
3. The customer will need to accept the terms.
 - a. The invitation appears in the customer Admin Console as a banner in the Admin Console Accounts section.
 - b. Select **Accept terms** to review and accept the Linked Membership terms and conditions.

Note: After accepting the terms, that customer becomes the Linked Membership admin. Now, they must invite their affiliates to enroll in the Linked Membership by following the information found at <https://helpx.adobe.com/enterprise/using/vip-marketplace-linked-membership.html>