



Join Amazon Hub Delivery

Ready to grow your business with Amazon?
Use this guide to apply.



Before you start

Step 1: Make sure you have an Amazon account

Create one at amazon.com if you don't already have one.

Step 2: Gather your business documents

You'll need proof of your business registration and ownership in your name and acknowledgement of the required insurance coverage.

Note: Your business must be operating for at least 90 days and one document must include your name.

For LLCs, corporations, or LLPs:

- Employee Identification Number (EIN) letter
- Sales tax permit
- Business tax receipt
- State registration

For sole proprietors:

- Schedule C (1040) from your most recent tax filing
- State or city registration
- Business license

Insurance requirements:

- General liability: \$1M per occurrence / \$2M total
- Workers' comp: As required by law
- Employer's liability: \$1M

Insurance must be active while you're in the program.
Amazon regularly checks compliance.



Apply

Step 1: Login

Go to: **hub.amazon.com/counter**
Login using your Amazon account email and password.

Step 2: Review and accept the Hub Partner Agreement

You can request a copy by email after accepting.

Step 3: Enter basic business info

Click the arrow next to “**Basic information**” and complete the following:

- Business name
(include LLC/Inc. if needed)
- Doing Business As (DBA) if applicable
- Business address
- Personal info
- Store details

The info must match exactly with what’s on your state registration. You may be asked to upload proof for your DBA.

Step 4: Upload business documents

Upload your documents by pdf or jpeg only. When you see a check next to each file, click “**Submit**”. If you’re applying on behalf of a business owner, make sure to include:

- The owner’s full name
- Their email
- Confirmation that you’re the main point of contact

Step 5: Add your payment info

Enter your **bank account and routing numbers** (no special characters or spaces) for weekly payments and direct deposit.

Step 6: Complete the tax interview

Answer a short questionnaire to set up payments. You’ll be asked if you’re a “U.S. Person” — click the info icon if you’re unsure. Click “**Exit interview**” when done.

Step 7: Background check

A background check will be conducted by our partner, Accurate. The owner, the person providing consent, and Delivery Associates (DAs) will need to complete a background check. Each of you will receive a separate email and texts when the process begins.

What you’ll need:

- A valid government issued driver’s license or ID
- Exact personal details (full legal name, date of birth, social security number)

Note: Accurate will complete a criminal history and motor vehicle report search.

How to complete a successful background check:

1. Enter your full legal name exactly as it appears on your driver’s license.
2. Verify all information in Section 1 of the application is correct, especially your name and address, as the background check pulls from this section.
3. Complete the full form with your details and click **Submit**.

Note: If you need to provide additional information, contact Accurate after submission at **800-216-8024**.

Step 8: Accept the payment terms

Look for an email from **no-reply@amazon.com** with a Contract Central link. Click it to accept.

You’re done.

We’ll reach out if we need more info from you.

If your business meets the requirements and is approved, you’ll start the onboarding process to become a Hub Partner.

We’re excited to work with you.

