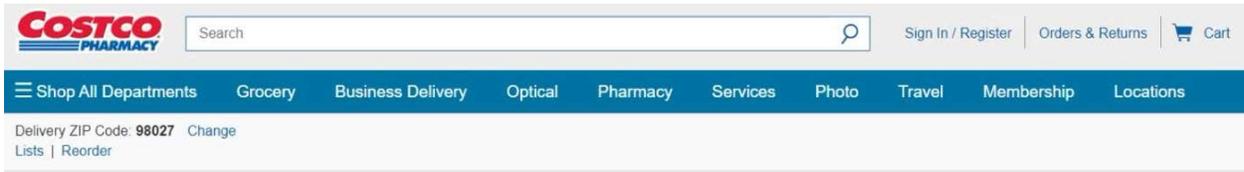


# Creating a Mail Order Account

1. Click the Create Account button



## Sign In

This is a screenshot of the 'Sign In' form. It contains a heading 'Sign in to access your Costco.com account.', followed by 'Email Address' and 'Password' input fields. There is a 'Remember Me' checkbox. A blue 'Sign In' button is present. Below that is a link for 'Forgot Password?'. At the bottom, there is a section titled 'New to Costco.com?' with a grey 'Create Account' button. A red rectangular box highlights the 'Create Account' button, and a mouse cursor is clicking on it.

2. Enter required Information and Click **Create Account**

## Create Account

This is a screenshot of the 'Create Account' form. It starts with the heading 'Create a new Costco.com account.', followed by 'Email Address', 'Password', and 'Confirm Password' input fields. There is a section for 'Add Membership Number (optional) Why?' with a 'Membership Number' input field. A blue 'Create Account' button is highlighted with a red rectangular box. Below the button is a checked checkbox for 'Yes, I would like to receive emails about special promotions and new product information from Costco. Costco will not rent or sell your email address.' There is a link for 'By creating an account you agree to Costco.com terms and conditions of use.' At the bottom, there is a 'Not a Costco Member?' section with a 'Buy Membership' button, and a link for 'Already have an account? Sign In'.

3. Click the **Complete Patient Profile** button

**COSTCO PHARMACY** Search Medications  My Account Orders & Returns Cart

Shop All Departments Grocery Business Delivery Optical Pharmacy Services Photo Travel Membership Locations

Delivery ZIP Code: 98027 Change Lists | Reorder

Welcome, New User Mail Order Prescription Status In the last 48 hours: 0 Prescriptions Processing | 0 Prescriptions Shipping

Home / Get Started with Mail Order

**Mail Order**

Refill Prescriptions

Transfer Prescriptions

New Prescriptions

Prescription Status

Patient Profile

Drug Directory

Customer Service

## Get Started with Mail Order

It's easy to get started with Costco Pharmacy Mail Order. First you'll complete your patient profile. Then you can order a new prescription.

Please be advised that some insurance plans are NOT contracted with Costco mail order which will prevent the claim from processing. To prevent any delay, please confirm your insurance is listed under the plan name in your patient profile and/or contact your insurance company for further instructions.

If you do not see your insurance plan on the dropdown menu, you may:

1. Fill the prescription using your insurance at the local Costco pharmacy. We are committed to providing great service during these challenging times.
2. Fill the prescription at Costco Mail Order and NOT use your insurance.

**Complete Patient Profile**

### Ordering Options

**New Prescriptions**  
You can mail us your written prescription, or have your doctor contact us with your prescription details.

**Transfer Prescriptions**  
If you have previously filled a prescription at a Costco Warehouse Pharmacy, you can transfer it to your Mail Order account for immediate refill.

#### 4. Fill out **Account & Patient Information** and Click the **Next** button

Shop All Departments Grocery Business Delivery Optical Pharmacy Services Photo Travel Membership Locations

Delivery ZIP Code: 98027 Change Lists | Reorder

Welcome, New User Mail Order Prescription Status In the last 48 hours: 0 Prescriptions Processing | 0 Prescriptions Shipping

Home / Patient Profile

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Customer Service

## Patient Profile

Profile > Prescription Info > Confirm

**New Patient:** Please complete the Account & Patient Info, Insurance, Payment Method, Addresses, and Privacy tabs. Select "Complete Registration" when finished.

Need Help?

**Account & Patient Info** Insurance Payment Method Addresses Privacy

### Patient Information

Information on this account pertains to the patient listed below. Please review and make changes as needed.

Patient First Name  M.I.  Patient Last Name

Date of Birth

Month  Day  Year

Gender

Male  Female

### Account Information

Email Address Edit

Password Edit

Costco Membership Number [Add Membership Number](#)

**Next**

## 5. Enter your Insurance Information

### Patient Profile

Profile > Prescription Info > Confirm

**New Patient** Please complete the Account & Patient Info, Insurance, Payment Method, Addresses, and Privacy tabs. Select "Complete Registration" when finished.

Account & Patient Info **Insurance** Payment Method Addresses Privacy

[Need Help?](#)

Would you like us to bill a prescription insurance plan?

Yes  No

Select plan name

- Select
- Select
- Aetna
- Alignment Health MED-D (Prime Therapeutics)
- Alta Rx
- American Health Care (SCMV)
- American HealthCare
- American HealthCare (Holy Redeemer Health System)
- American HealthCare (Mountain State Health Alliance)
- American Healthcare (Tavistock Health)
- Anthem BC (SISC III Group)
- Benecard
- Blue Shield of CA (SISC III Group)
- CapitalRx
- Catalyst RX
- CCHP Group Commercial (MedImpact)
- CCHP Group MED-D (MedImpact)
- Citizens Choice (Alignment Health)
- Costco Employee-CHS
- Costco Health Solutions
- Costco Health Solutions (Smile Brands Inc.)

Select plan name

Select

#### Prescription Insurance Card

Member ID#  Rx Group #

Policyholder Name  Relationship to Cardholder

Policyholder Date Of Birth

Month  Day  Year

Plan Name  Insurance Phone

[Previous](#)

[Next](#)

## 6. Enter your payment information

Account & Patient Info Insurance **Payment Method** Addresses Privacy

Need Help?

### Payment Method (optional)

Only one online payment method may be stored at a time.

Card Number 

Expiration Date

Cardholder Name

**Add Card**

Previous

**Next**

## 7. Add a Shipping and Billing address and select Next

Account & Patient Info Insurance Payment Method **Addresses** Privacy

Need Help?

### My Address Book

Your Address Book is a list of frequently-used billing and shipping addresses. To add a new address, select "Add New Address". To edit, delete, or make one of the listed addresses your default billing or shipping address, select the appropriate link below. Your prescription will be shipped to your Default Shipping Address, which is identified with a check mark.

**Shipping** Billing

  
Add New Address

Previous

**Next**

## 8. Read and Acknowledge the Privacy Notice

Need Help?

Account & Patient Info	Insurance	Payment Method	Addresses	<b>Privacy</b>
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You authorize Costco to use and disclose personal health information as stated below and in Costco's Health Centers Notice of Privacy Practices.

### Costco Health Centers Notice of Privacy Practices

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Effective Date: September 15, 2015

General Information About This Notice

What is protected?

Use of Disclosures of PHI

I have reviewed the Costco Health Center Notice of Privacy Practices effective September 15, 2015 (the "Notice") and understand that all my medical information will be used by Costco in accordance with the Notice.

[Previous](#) [Complete Profile](#)



# Congratulations!

## You've created your patient profile.