



How to UPDATE Your Profile & Agreement

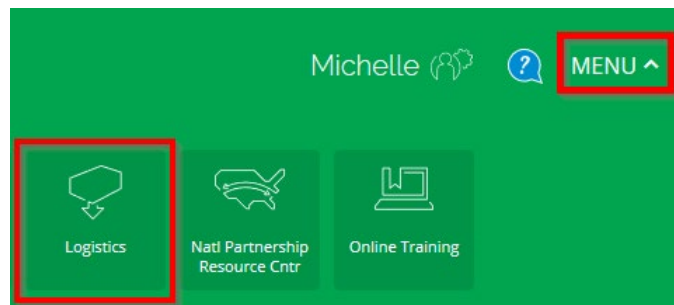
Follow these four steps to make updates to your National Collection Week hours of operation and other details for your location.

STEP 1: Log in to MyOCC

To submit your Profile & Agreement, first log in to MyOCC. For assistance with logging in, please submit a [Help Desk ticket here](#).

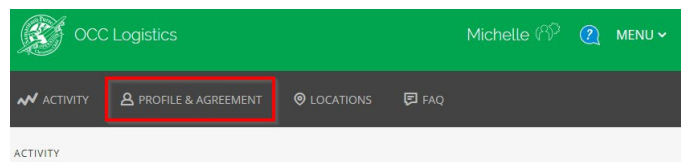
STEP 2: Click on Logistics

From the Menu in the top right corner, select the Logistics tile.



STEP 3: Click on Profile & Agreement

Select Profile & Agreement from the submenu at the top of the page.



STEP 4: Update Profile & Agreement

Review your current Profile & Agreement, updating information and National Collection Week hours as needed. At the bottom, sign with your first and last name and select “Accept Agreement & Update Profile” to submit.