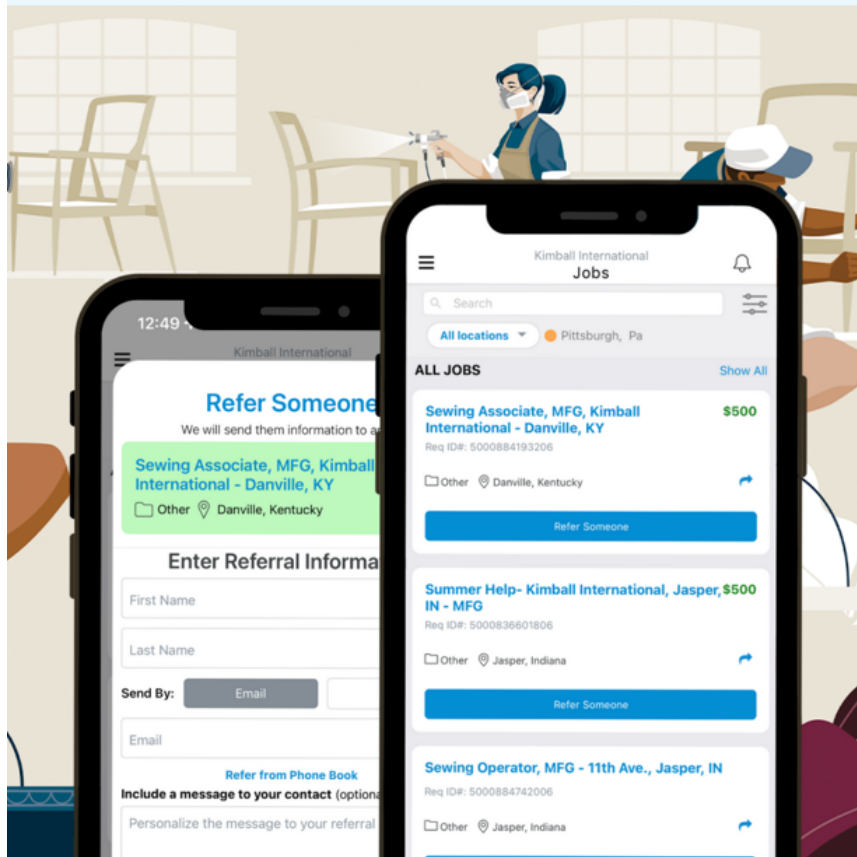


Member Referral Program

Empowering YOU to refer Friends and Family to Kimball International



What is it?

Introducing the ERIN referral tool! ERIN alerts you each time we open a new job posting, allowing you to submit referrals and track the progress of those you refer. ERIN will also track the referral bonuses you earn when a referral is hired. Find helpful how-to flyers around your location and on your local digital display screens.

Why Should You Use it?

ERIN allows you to refer friends and family and provides referral bonuses when your referrals are hired. ERIN makes member referrals fun, easier, and faster! Member referrals are the gold standard for hiring!

To get started, go to “kii.erinapp.com” to sign in or claim your account.

Scan the QR Code to
Start Referring

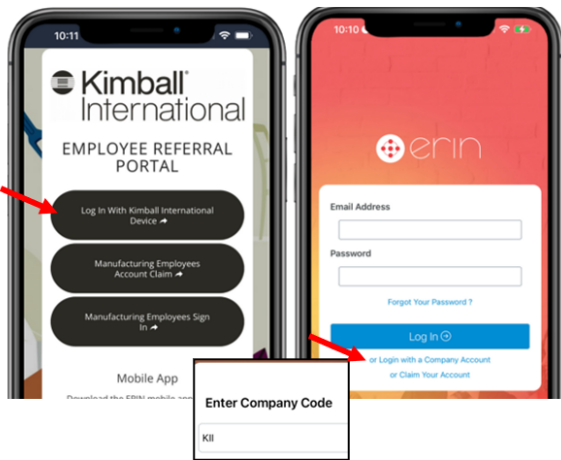


For All Members with a KII Issued Device or KII Email:



1.) Logging into ERIN for the First Time via KII Issued Computer or Mobile via a web browser (Google Chrome, Safari, Microsoft Edge)

- If you have a Kimball International issued device, please go to kii.erinapp.com via a web browser and select the button that says, “Log in With Kimball International Device.”
- Once the page redirects, follow the steps to use your KII Single Sign on credentials to login. Confirm that your information is correct and proceed to sign into the ERIN system.



2.) After Claiming your account, ERIN Mobile App can be downloaded and used

- From the Google Play Store or Apple App Store, you will download “ERIN | Employee Referrals.” Once downloaded, open the app and click “Log in With Kimball International Device”.
- Click “Login with a Company Account”. Enter ‘KII’ in Company Code field. Click Continue.
- Please note that you will need to be on the KII network for Single Sign On to work through the mobile app. Secure Access App – (aka Pulse)

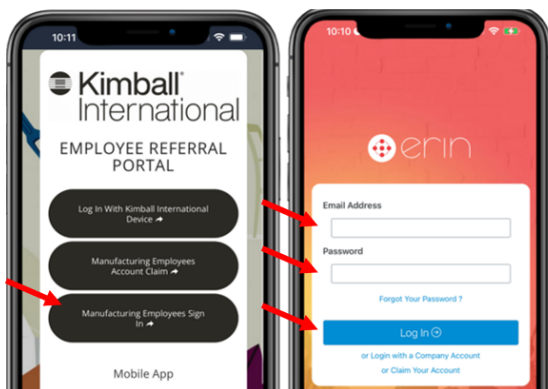


For Manufacturing Members



1. Logging into ERIN for the First Time on Desktop or Mobile via a web browser (Google Chrome, Safari, Microsoft Edge)

- If you do not have a Kimball International email address, on your desktop or mobile phone navigate to kii.erinapp.com via a web browser and select the button that says, “Manufacturing Employees Account Claim”
- Once the page redirects, enter your Kimball International Employee ID number (clock#). Once you have entered that, you will be asked to create your account. You will need to enter an email address and create a password. Be sure to save your email and password for future logins.



2. After Claiming your account:

- You can now access your account via a web browser or the ERIN Mobile App.
- Navigate to kii.erinapp.com, Click “Manufacturing Employees Sign in”. Enter the Email Address and Password you used to create your account during step 1. Click “Log In”.
- From the Google Play Store or Apple App Store, you will download “ERIN | Employee Referrals.” Once downloaded, open the app and click “Manufacturing Employees Sign in”. Enter the Email Address and Password you used to create your account during step 1. Click “Log In”.

