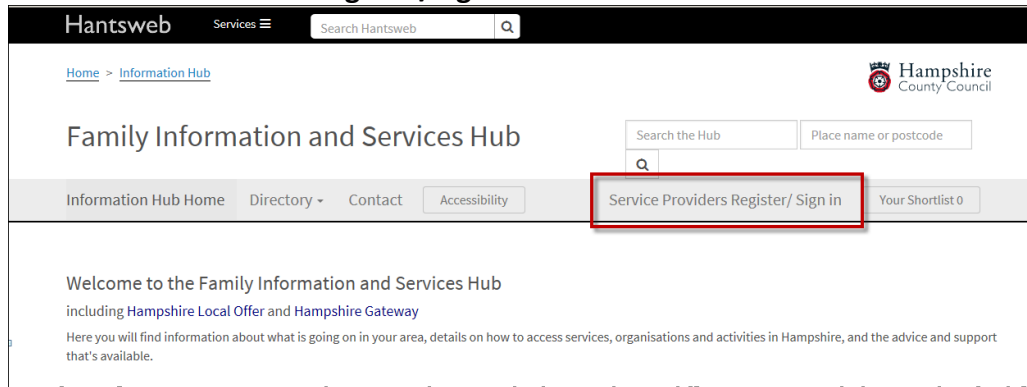
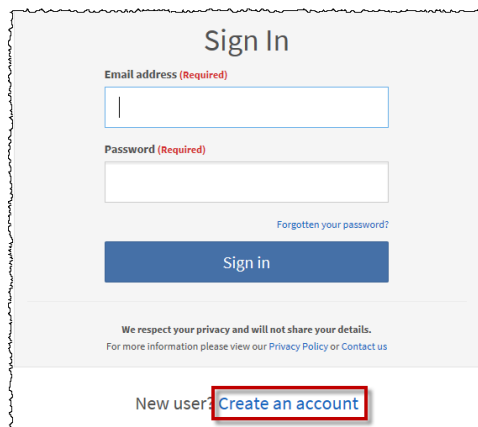


## Create an account

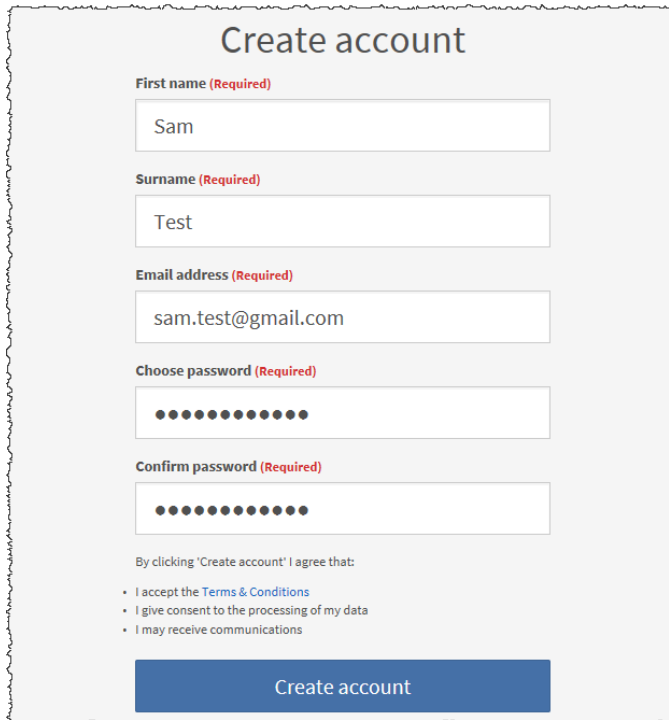
1. Go to <https://fish.hants.gov.uk>
2. Click **Service Providers Register/Sign in**.



3. Click **Create an account**.



4. Complete the required fields, paying particular attention to the additional information that displays when you click into the password field.



The screenshot shows a 'Create account' form with the following fields and labels:

- First name (Required): Input field containing 'Sam'.
- Surname (Required): Input field containing 'Test'.
- Email address (Required): Input field containing 'sam.test@gmail.com'.
- Choose password (Required): Password input field with 10 dots.
- Confirm password (Required): Password input field with 10 dots.

Below the fields, there is a section for terms and conditions:

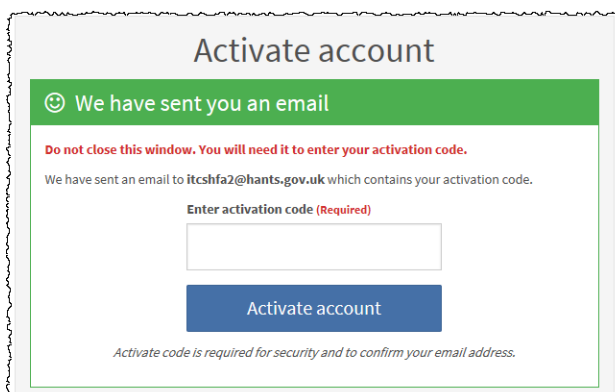
By clicking 'Create account' I agree that:

- I accept the [Terms & Conditions](#)
- I give consent to the processing of my data
- I may receive communications

At the bottom is a blue button labeled 'Create account'.

5. Review the **Terms and Conditions**, then click .

6. You will see the following screen appear:



The screenshot shows an 'Activate account' screen with a green header bar containing a smiley face icon and the text 'We have sent you an email'.

Below the header, there is a red warning message: 'Do not close this window. You will need it to enter your activation code.'

The main text reads: 'We have sent an email to [itcshfa2@hants.gov.uk](mailto:itcshfa2@hants.gov.uk) which contains your activation code.'

There is an input field labeled 'Enter activation code (Required)'.

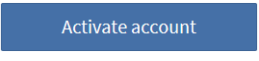
Below the input field is a blue button labeled 'Activate account'.

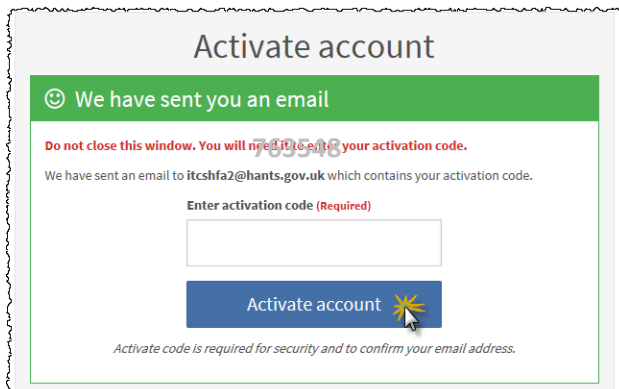
At the bottom, there is a note: 'Activate code is required for security and to confirm your email address.'

7. You will receive an email to the email address you used to register. The email will contain an activation code which you will need to enter in order to verify your account. If you have not received your activation code within 2 hours, please [contact us](#).

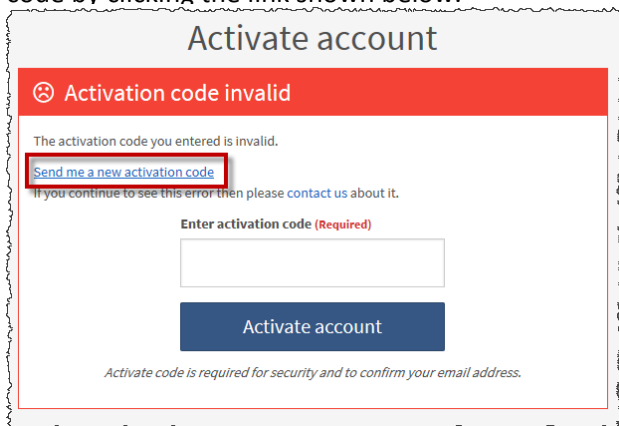


**Tip:** Check your email's spam folder.

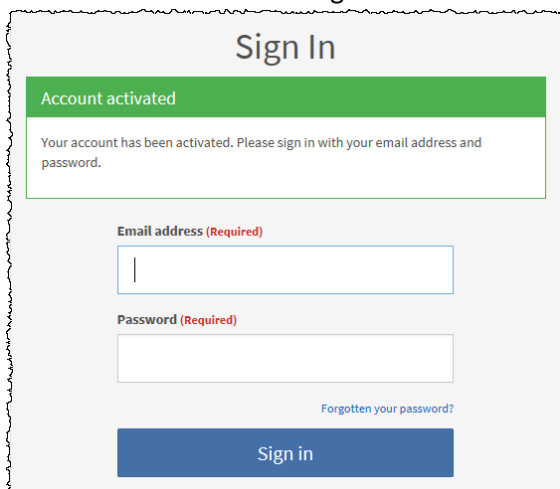
8. Enter your activation code, then click 



From the point the code is issued, it is only valid for 15 minutes. If you attempt to use an activation code that is no longer valid, you will see the following error, and can request a new code by clicking the link shown below.



9. You will then be asked to sign in.



10. Enter your email address and password, then click 

11. You will be taken to the **Dashboard** screen. This is the home page of your account.

