

How to Register for MySafetyPoint



The screenshot shows the MySafetyPoint login page. On the left, there are input fields for 'Login Name:' and 'Password:', a 'Forgot Login/Password' link, and a 'Log In' button. On the right, there is a 'New User ?' section with a 'Register' button and a link for 'Registration Instructions'. An orange arrow points from the 'Log In' button area to the 'Register' button.

Click the **Register** link

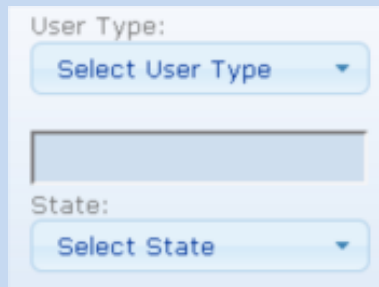


The screenshot shows the MySafetyPoint registration form. The form includes fields for 'Email:' (with 'Niki@company.com' entered), 'Password:', 'Verify Password:', 'First Name:', 'Last Name:', 'Industry:' (with a 'Select Industry' dropdown), 'User Type:' (with a 'Select User Type' dropdown), 'State:' (with a 'Select State' dropdown), and a CAPTCHA area with the text 'kexd enapon' and 'Enter the words shown:'. A 'Refresh Help' link is also present. Below the form, there is a 'Back' button and a 'Register' button. An orange arrow points to the 'Email' field.

Fill Out Registration Form By:

- Entering your valid **Email** address
- Create & verify/re-enter a **password**
- Enter your **First** and **Last Name**
- Policyholders enter your specific **Industry**. Agents & Employees select industry of interest.

Then select **User Type**: Agent, Employee or Policyholder. Then select the **State**.



The screenshot shows a registration form with two dropdown menus. The first is labeled 'User Type:' and has a button that says 'Select User Type'. Below it is an empty text input field. The second is labeled 'State:' and has a button that says 'Select State'.

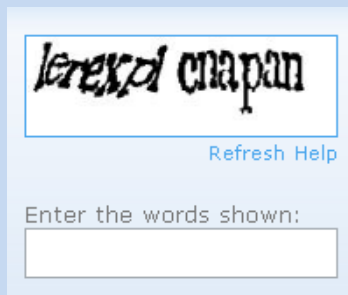
Agents will be prompted to register with your agent number, **do not include dashes (#####)**.

Policyholders will be prompted to register with your current policy number.

Employees select **User Type** as employee and move on to **State field**.

Note: A valid e-mail address is required for all users. Employees must use company e-mail address for access. If the policy number or agent number begins with a zero and you experience problems registering or logging in, you may have to drop the leading zero in order for the system to recognize the number. In addition, please make sure to add MySafetyPoint.com to your spam filter in order to ensure the verification email will not be rejected by your email application.

After completing the required fields, enter the **security text** (see instructions below).



The screenshot shows a CAPTCHA verification screen. At the top, there is a box containing the words 'lerex' and 'enapan' in a distorted, handwritten font. Below this box is a 'Refresh Help' link. Underneath is the text 'Enter the words shown:' followed by an empty text input field.

Type in the two words displayed, separated by a space. If the words are difficult to read, click the **“refresh”** button to get a new choice. You may continue refreshing the selection until you find one that is more clearly legible.

To complete registration, click **“Register”** and you will see the following disclaimer screen. Choose **“Accept.”**



You will be redirected to the initial log-in page. Using the account information supplied – enter in your email and password.

Then click Login to be granted access to MySafetyPoint.