

STEP 1



VISIT THE PORTAL

If you haven't registered for the new Portal, go to auportal.pmiopen.com and click the register button on the left.

STEP 2



FILL OUT YOUR APPLICATION

- Enter all your information
- **Agree to the terms & conditions**
- Click the register button

 In 'Company Profile', only Managers and Owners can create an ordering account.

STEP 3



YOU'LL RECEIVE AN EMAIL

This email tells you we're processing your application.

STEP 4



YOU'RE APPROVED!

Once approved, we'll send you a second email. Just click the link, create a new password and log in.

DONE!

