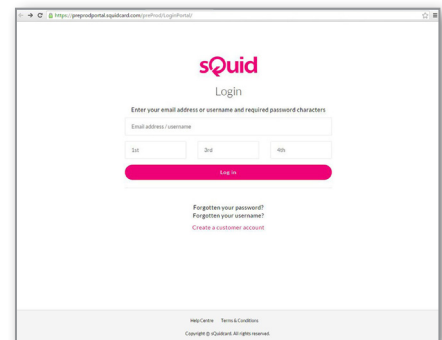


# How to register a sQuid account

## Create an account and top up online

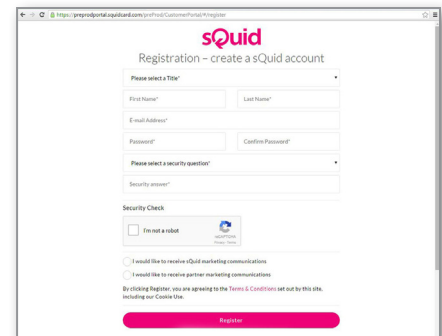
### 01 Getting started

Go to [portal.squidcard.com](https://portal.squidcard.com) and click the '**Create a customer account**' link. You will then be directed through to the sQuid account registration form.

The screenshot shows the sQuid Login page. It has a white background with the sQuid logo at the top. Below the logo, it says "Login" and "Enter your email address or username and required password characters". There are input fields for "Email address / username", "3rd", and "4th". A pink "Log in" button is at the bottom. Below the button, there are links for "Forgotten your password?" and "Forgotten your username?" and a link to "Create a customer account".

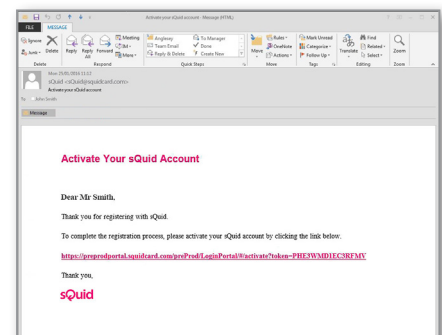
### 02 Create a sQuid account

You will need to enter your personal details, create a **password** and select a **security question** from the list provided, and enter your answer. Click on the '**Register**' button to complete your registration.

The screenshot shows the sQuid Registration page. It has a white background with the sQuid logo at the top. Below the logo, it says "Registration - create a sQuid account". There are input fields for "First Name", "Last Name", "E-mail Address", "Password", and "Confirm Password". There is a dropdown menu for "Please select a security question" and an input field for "Security answer". There is a "Security Check" section with a checkbox for "I'm not a robot" and a button for "Verify". There are checkboxes for "I would like to receive sQuid marketing communications" and "I would like to receive partner marketing communications". There is a link to "Terms & Conditions" and a pink "Register" button at the bottom.

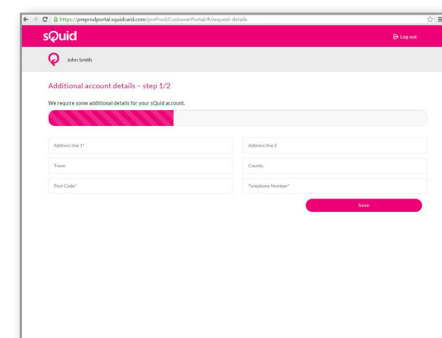
### 03 Activate your sQuid account

Once your sQuid account is registered, you will receive an email from sQuid containing an **activation link**. Click on the activation link to be brought back into the sQuid portal, where you will be asked to complete some additional details.

The screenshot shows an email from sQuid. The subject is "Activate Your sQuid Account". The email is addressed to "Dear Mr Smith,". It says "Thank you for registering with sQuid." and "To complete the registration process, please activate your sQuid account by clicking the link below:". There is a link: <https://portal.squidcard.com/portal/LoginPortal/activate?token=FE073VMD1E7C8F7M>. It says "Thank you, sQuid".

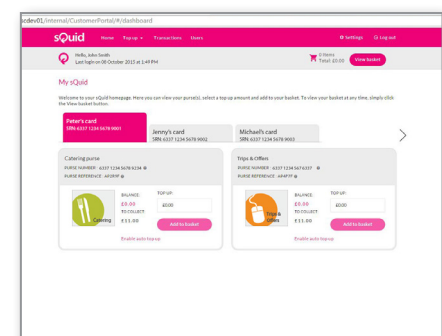
### 04 Add a sQuid Registration Number (SRN)

Having created your sQuid account, you will be prompted to register your unique sQuid Registration Number. This is the **16 digit number** shown on the front of your registration letter, together with your **3 digit security code**. Here you can also choose to assign an easy to remember display name.

The screenshot shows the "Additional account details - step 1/2" page. It has a white background with the sQuid logo at the top. Below the logo, it says "Additional account details - step 1/2" and "We require some additional details for your sQuid account." There is a pink bar with a white "X" icon. There are input fields for "Address Line 1", "Address Line 2", "Postcode", "County", "Phone Number", and "Display Name". There is a pink "Save" button at the bottom.

### 05 Add funds to your sQuid account

You can add money to your account from a bank transfer or a credit or debit card. Click on the '**Top up**' link at the top of the page, select your preferred payment method and follow the online instructions.

The screenshot shows the "My sQuid" dashboard. It has a white background with the sQuid logo at the top. Below the logo, it says "My sQuid" and "Welcome to your sQuid homepage. Here you can view your portfolio, select a top up amount and add to your basket. To view your basket at any time, simply click the View Basket button." There are two cards: "New! Card" and "Michael's Card". Each card shows a balance of £10.00 and a top up button. There is a "Top up" button at the bottom right.