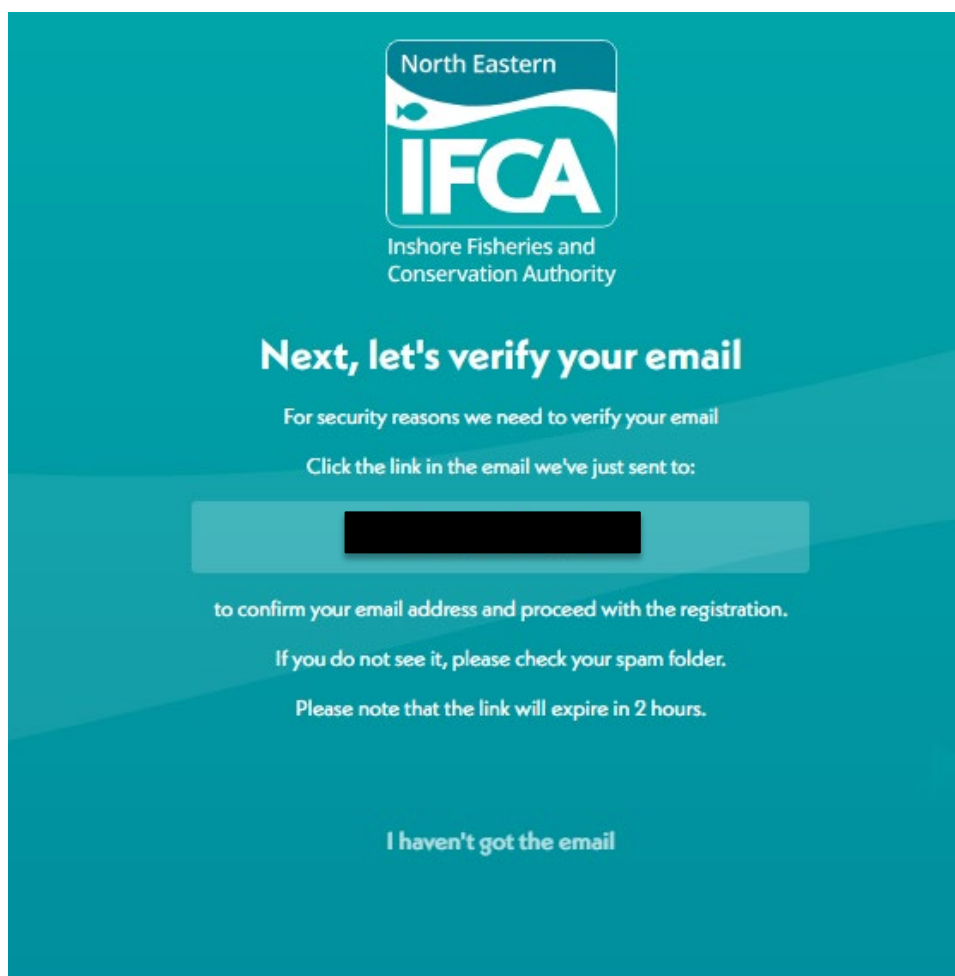


1.0 Email Verification

- (a) Within the application process, you will be asked to verify your email.

Once you have pressed register, you will see this message. Close down the site and go to your email inbox.

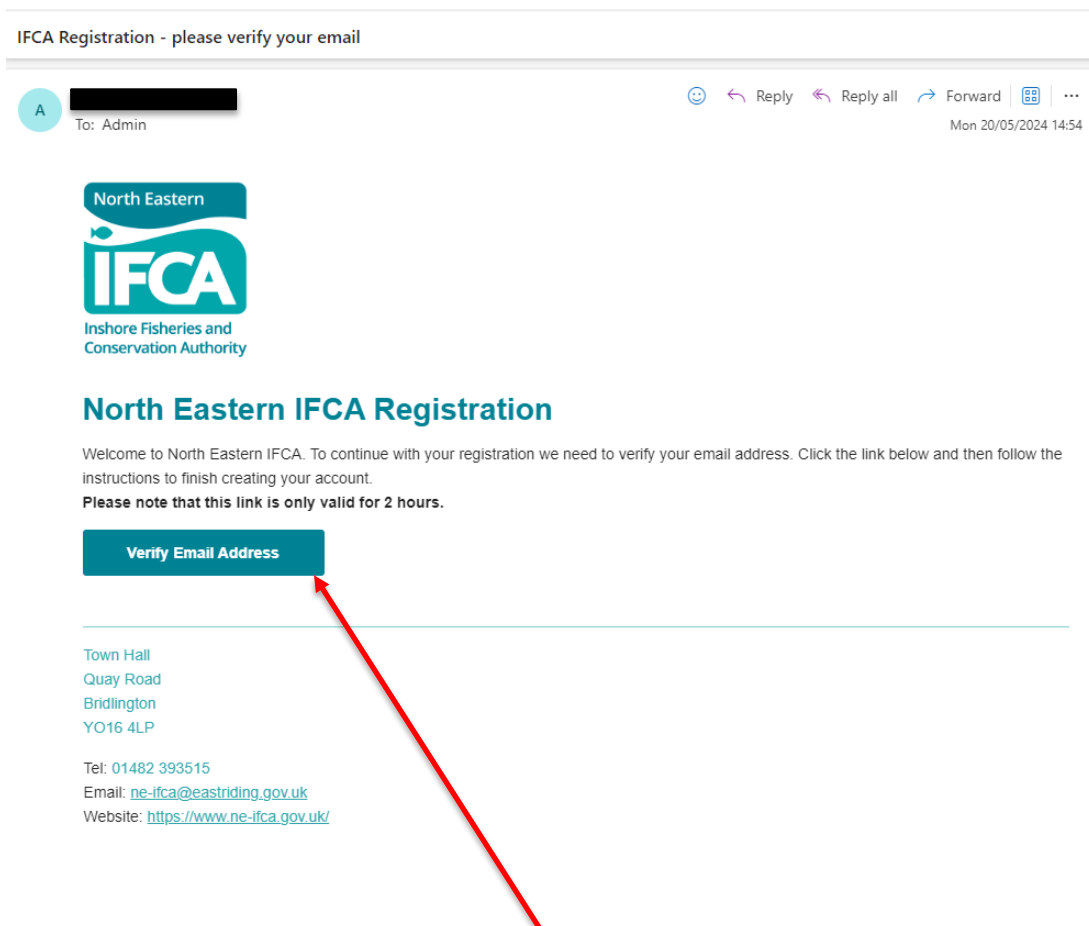


If you do not receive the email then please check your spam folder.

The email will be from database@ne-ifca.gov.uk

If you cannot find it, then please contact ne-ifca@eastriding.gov.uk

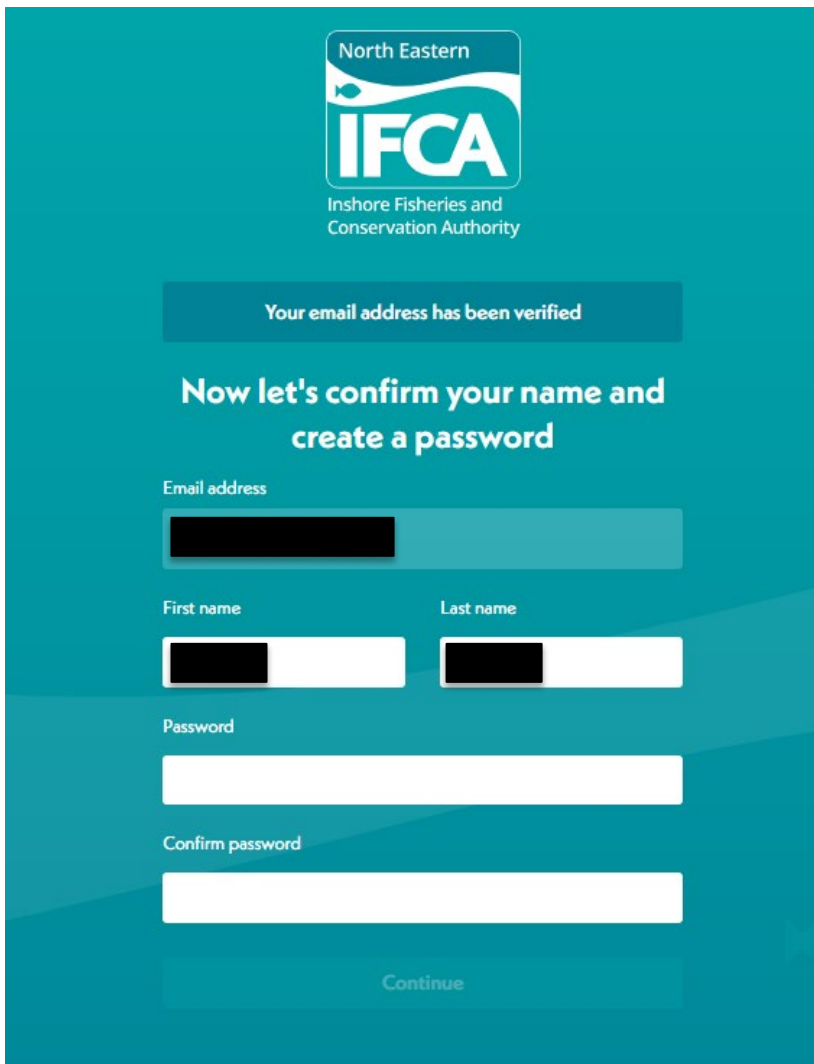
- (b) You will receive an email asking you to verify your email address, this is to make sure the email address you have entered is correct. It will look like this.....



You need to click the highlighted button within the email, which will open the portal site and automatically verify the email that you have provided.

The link is only valid for 2 hours, you will need to start the process again if beyond this time frame.

- (c) When the link from your email is pressed, you will see the below screen. Create a password, confirm the password and press continue. Your email and password can then be used to log into your portal at any time.



North Eastern
IFCA
Inshore Fisheries and
Conservation Authority

Your email address has been verified

**Now let's confirm your name and
create a password**

Email address
[Redacted]

First name
[Redacted]

Last name
[Redacted]

Password
[Redacted]

Confirm password
[Redacted]

Continue

2.0 Support

If you require any support please contact:

ne-ifca@eastriding.gov.uk or call 01482 393515