



## How To Create An Account

- 1 To make submissions to OCFA Public Services, you must have a user account. To create one, start by navigating your web browser to <https://PublicServices.OCFA.org>.
- 2 Next, click the blue **Create an Account** button in the top row of options.



- 3 Complete the form. Fields with a red bar on the left side are required to create an account. Once complete, click the green **button** at the bottom.

### Create An Account

Email

Password

Confirm Password

First Name

Last Name

Company/Agency

Address

Apartment, suite, unit, etc. (optional)

City

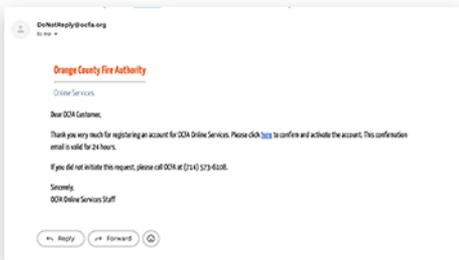
State

Zip Code

Phone

Ext.

Ext.



- 4 You will automatically be sent an email with instructions to confirm your account. You must complete this step within 24 hours.

That's it! You're now ready to login and utilize OCFA Public Services.

