**How to create and use your myServiceTas account**

## Creating your account

Creating a myServiceTas account is easy!

Start by clicking the ‘create account’ button to the left of the screen.

Enter the email address that you want to use.

Then, within a few moments you’ll get an email from us with a confirmation code.

Enter the code we sent you and click next.

To keep your account secure, we’ll then ask you for a few personal details - your password, which we’ll get you to enter twice, your name, and your date of birth.

Lastly, we’ll need your mobile number. Enter your number and you’ll receive a text from us within a few seconds.

Type in the code we sent to your mobile and click next.

You’ve created your account!

## Linking a service

Linking a service

To get started, select the service you want to use.

You'll be asked to link your account to information government already has, for example your licence and registration details.

You’ll only ever need to link your services once.

Read through the requirements, the terms and conditions and tick to agree.

We need to make sure you are the right person, so we ask you to confirm some information unique to you.

For example, with transport services, you can link using either your Tasmanian driver’s license or your vehicle registration.

Enter your details and click next.

You’ll be asked to confirm that your address details we have on file match what’s listed on your profile page.

Review and click next.

Done!

## Need help?

Stuck and need some help?

On every page in the top right-hand corner, there’s a ‘contact us’ button that will help you do just that.

There’s lots of ways to get in contact - by phone, email, post, in person at a service centre, or the enquiry form pre-populated with your account info.

Go to the Service Tasmania website to create your myServiceTas account.

service.tas.gov.au