

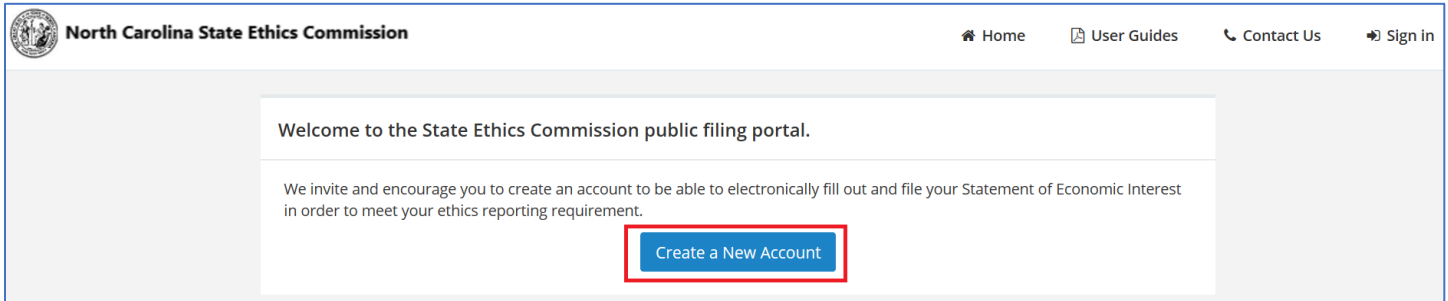
Want to create an account? Here's how you can create an account

How to Register for the new 2019 Electronic SEI Filing?

- 1) To register with the new SEI e-filing system from the public filing portal (introduced in 2019):

Option A:

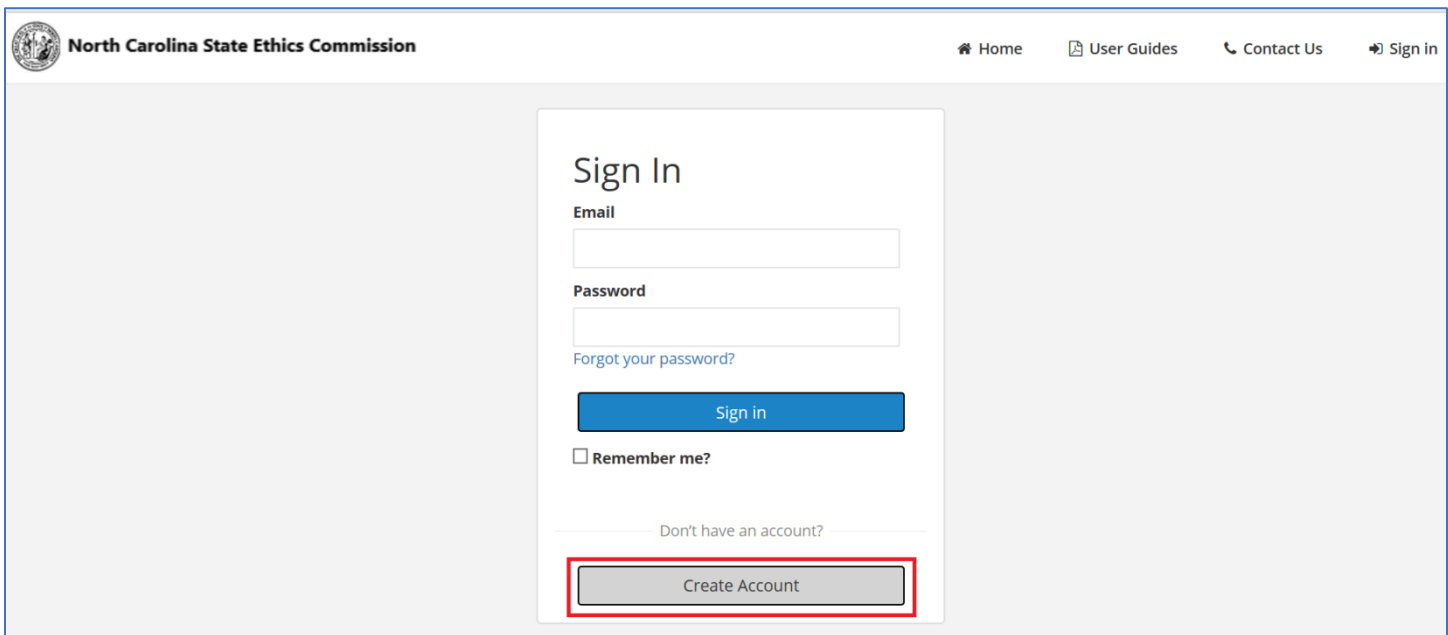
- Go to: <https://ef.ncsbe.gov/>
- Click "Create a New Account" button as shown in the screenshot below.



OR

Option B:

- Go to the public filing portal Sign In page: <https://ef.ncsbe.gov/Account/Login>
- Click "Create Account" button as shown in the screenshot below.



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2) This will bring you to the “Create Account” page as shown in the screenshot below:

Create Account

* Required

Email*

Passwords must have:

- at least 8 characters,
- at least one special character such as (*%&#@+),
- at least 1 digit (0-9),
- at least 1 uppercase (A-Z).

Password*

Confirm password*

First Name*

Middle Name

Last Name*

Suffix

Birth Date*

Phone

Phone Extension

Alt Phone

Alt Phone Extension

Mailing Address Street 1

Mailing Address Street 2

Mailing Address City

Mailing Address State

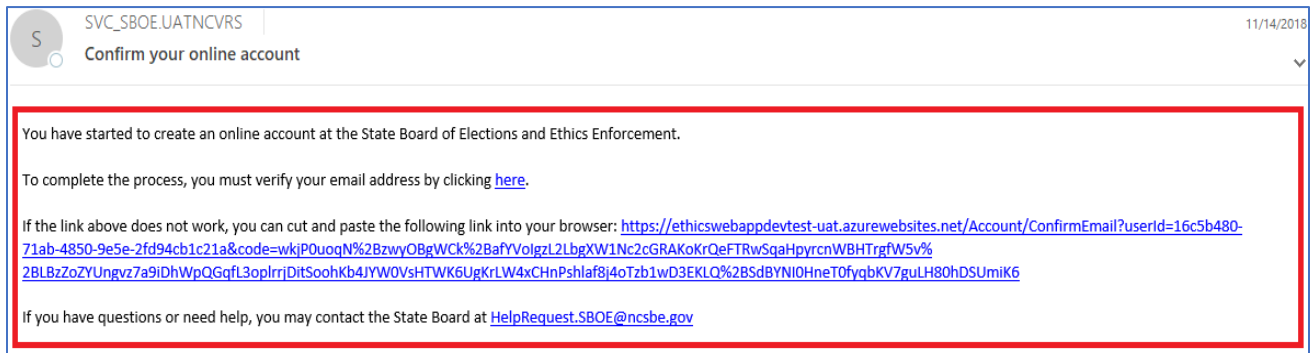
Mailing Address Zip

[Create Account](#)

3) You must complete all required fields (required fields have red asterisk) on the screen and click the “Create Account” button.

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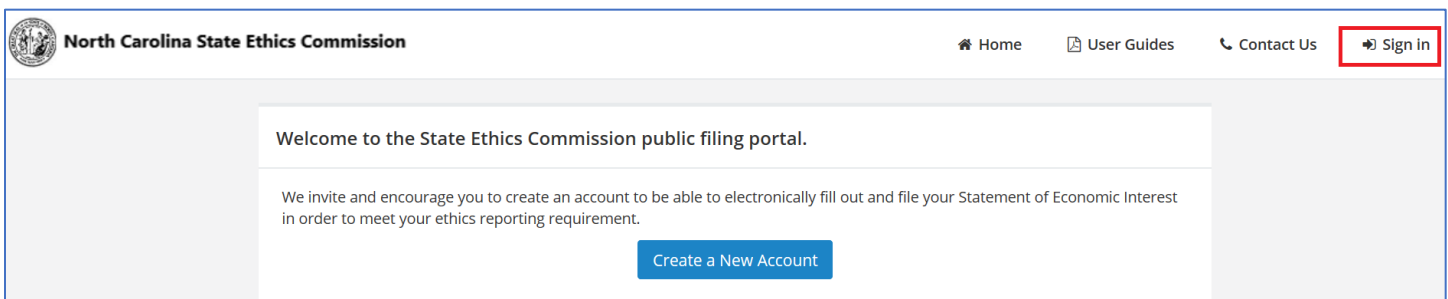
- 4) Check your email. You should have received an email with the subject “**Confirm your online account**” from the system as shown in the screenshot below.



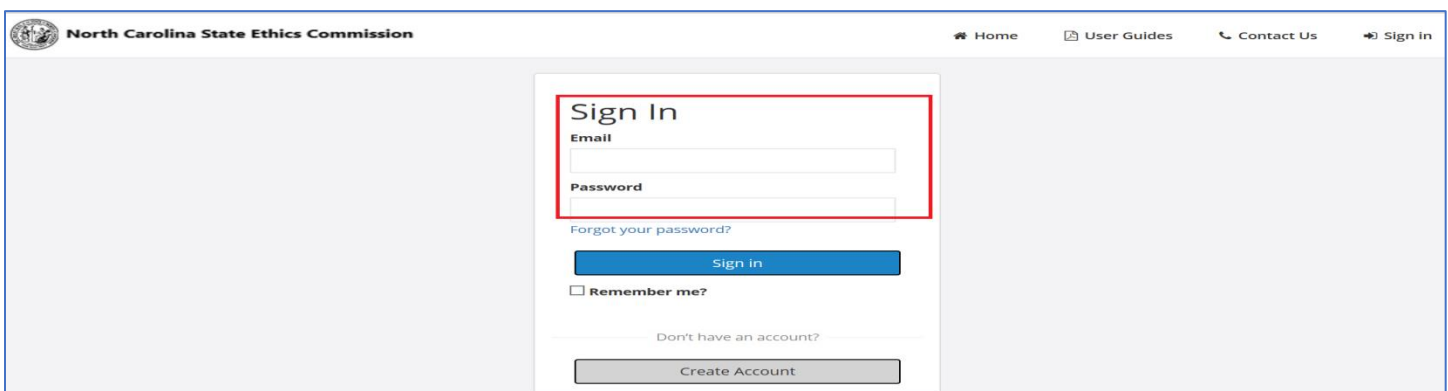
- 5) Click the “here” link provided within your email. This will help the system to verify your email address.
- 6) You are now ready to Sign-In to the system.

How to Sign in to the new 2019 Electronic SEI Filing system?

- 7) Go to: <https://ef.ncsbe.gov/> and you will see the screenshot below.



- 8) Click the “Sign In” link on the top right of the screen. This will bring you to the Sign In page as shown the screenshot below.



- 9) Enter your Email address and the Password that you used to register in Step 2, then click “Sign in” button.