

Elections Ontario Political Entity Portal (PEP) How To Sign Up and Log in

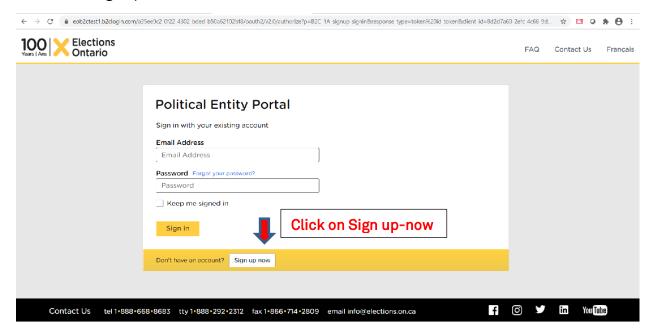
elections.on.ca <u>efiling@elections.on.ca</u> Toll Free No: 1.866.566.9066 November 2020

Click on this link to access the PEP live environment: https://pep.elections.on.ca

How to Sign up

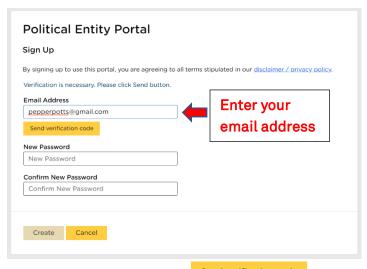
If this is the first time you are logging into PEP, you must sign up and create your own password.

1. Click on Sign up now Sign up now



2. Enter your email address that is on record with Elections Ontario. This will be the email address you have provided on the registration form that was submitted to Elections Ontario.

Note: Do not enter a new password and confirm new password, at this time.

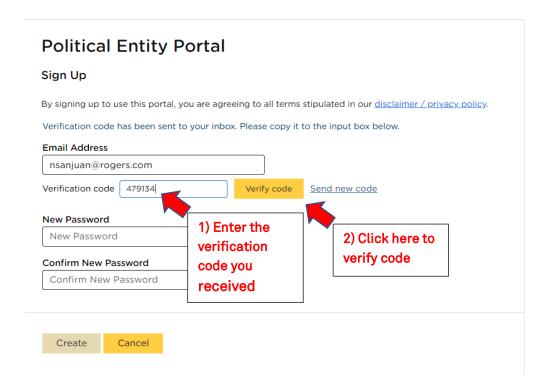


- 3. Click on Send verification code Send verification code
- 4. Check your email for a 6-digit verification code provided by Elections Ontario.

Note: Do not close the PEP web page while checking your email for the verification code. If you accidentally closed the web page, repeat steps 1 and 2 and make sure to use the verification code from the latest email sent by Elections Ontario.



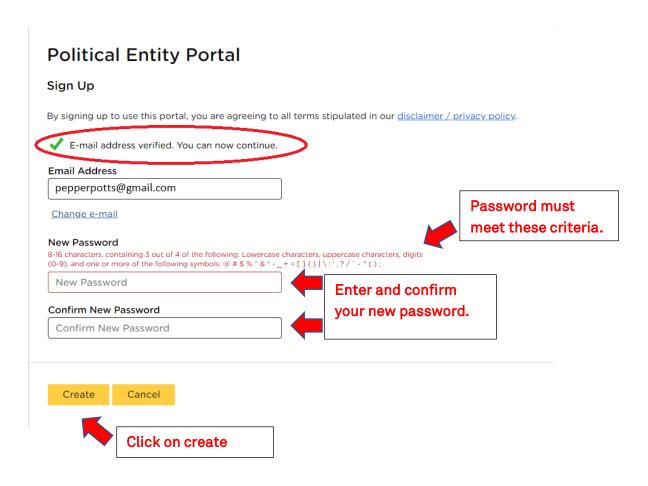
5. Enter verification code, then click on Verify code



6. A message will show that your email address has been successfully verified.
You will then have to create a "New Password" and "Confirm New Password". Make sure your password meets all of the following criteria.

Password Criteria:

- 8-16 characters
- Must contain 3 out of 4 of the following:
 - lowercase characters
 - o uppercase characters
 - o digits (0-9)
 - o one or more of the following symbols: @ # \$ % ^ & * _ + = [] { } | \ : ' , ? / ` ~ " () ;
- 7. Click on create Create.



8. A message will be displayed that you have created your profile successfully and you are now ready to log in to the portal.

How to Log in

- 1. To Log in, enter your email address on record with Elections Ontario.
- 2. Then enter your password and click on Sign in Sign in .

Political Entity Portal Sign in with your existing account Email Address pepperpotts@gmail.com Password Forgot your password? Keep me signed in Click here

3. The landing page and financial returns grid will be displayed once you are logged in.

