

# CHECK US OUT



## DON'T MISS OUT ON NAPEO BENEFITS! CREATE YOUR ACCOUNT FOR NAPEO'S WEBSITE TODAY

To access NAPEO resources online—including the comprehensive regulatory database—and register for webinars and events, you will need to set up your unique user account. NAPEO's online member portal allows you to manage your account data and password, control your email communication preferences, access recent orders and event registration history, and easily pay online. Your account data will be stored so you don't have to enter it repeatedly when registering for events and webinars.

Please share these instructions with others in your company who might benefit from the many online member resources.

1. Go to [www.napeo.org](http://www.napeo.org). Click on the the orange tab in the upper right corner:



You will now see this:

Login

Email...

Password...

Login Signup Cancel

2. Click the "Signup" box.

You should then receive an email with instructions for how to set up your password. Once you've set your password, login to the website with your new credentials and off you go to explore the new site and resources you need to do your job.

If you need help setting up your website login, please call 703/836-0466. We look forward to continuing to serve you through NAPEO membership.

**NOTE: The PEO resources section of the NAPEO website and the Regulatory Database are directly funded by your membership dues. Sharing your login details with non-members, clients, or other parties outside your organization is not permitted.**

3. You will be taken to this screen:

MEMBER PORTAL

Home > Create Account

New to this site?  
If you are new to this system or not sure if you've used this site before, enter your information below and click Continue.

Already have an Account?  
If you've already been to this site, log in below. If you've forgotten your password, please click here to reset it.

First Name: \*  
Last Name: \*  
Email: \*  
Postal Code: \*

Login ID: \*  
Password: \*

Continue

Complete the information under "New to this site?" and click "Continue." Your email address will be your username for the website and member portal.

National Association of Professional Employer Organizations

707 North Saint Asaph Street, Alexandria, VA 22314

703/836-0466 • [www.napeo.org](http://www.napeo.org)