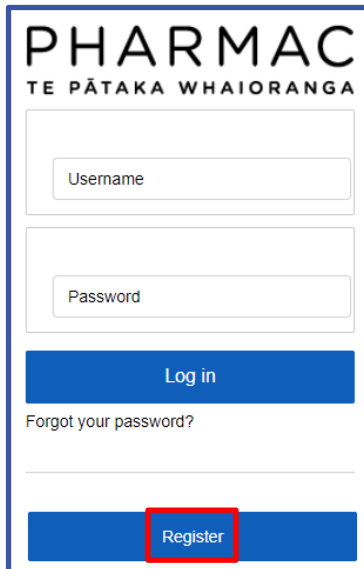


Registering as an organisation that prepares applications for pharmaceutical suppliers

Register your organisation and first PharmConnect user

1. Go to the [PharmConnect home page](#) to open the registration screen. PharmConnect works on Google Chrome, Microsoft Edge or Firefox.



PHARMAC
TE PĀTAKA WHAIORANGA

Username

Password

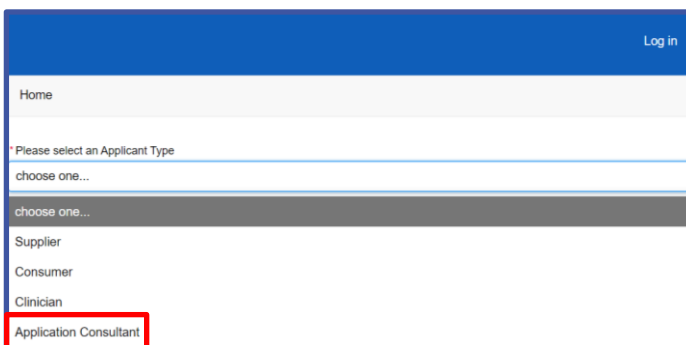
Log in

Forgot your password?

Register

2. On the pop-up screen click

Register



Log in

Home

*Please select an Applicant Type

choose one...

choose one...

Supplier

Consumer

Clinician

Application Consultant

3. For the 'Applicant Type' select 'Application Consultant'.

PHARMAC
TE PĀTAKA WHAIORANGA

Tester Three

Home My applications

* Please select an Applicant Type
Contractor to prepare applications on behalf of Pharmaceutical Suppliers

* Salutation
choose one...

* First Name

* Last Name

* Email

* Phone

Fax

Organisation information
NZBN

* Organisation

* Street

* City/Province

* Post Code

* Country

* Create Password

* Confirm Password

Sign Up


4. Enter your contact details into the form and create a password. You will be added as the first user for your business.

Note: Each user requires a different email address. Use individual work email addresses, not email addresses used by multiple people.

5. Click 

6. Enter the verification code emailed to your registered email address to complete the registration process. Enter the numbers only and no spaces.

Note: You will be emailed a new code every time you log in. If you have difficulty logging in, [see our troubleshooting guide](#).

7. Click  to display your PharmConnect home page where you can create an application.

Note: You will receive a welcome to PharmConnect email that contains links to useful information on how medicines are funded. It also contains a link to the PharmConnect system that you can use to open your home page and view any applications that pharmaceutical suppliers share with you.

Registering other members of your consultancy in PharmConnect

At any time you can add other members of your consultancy to your business's PharmConnect account.

Anyone registered as a user for your business can view all your business's current applications in PharmConnect.

When you're ready to add more people from your business, check out our [guide on adding and managing users](#).