

Website Registration Instructions

Licensees who are visiting the MREC/MAB/MHIB website for the first time will have to Register by using BOTH a USERNAME and a PASSWORD before they may access their personal file.

The Username will also be the LOGIN name when the registration process is completed. Begin the process at the Main Page by “clicking” on the phrase “Don’t have a Username or Password?” in yellow located below the Password button.

You will be directed to Page 1 where you MUST enter your “Last Name or Company Name” AND your “License Number”.

A salesperson MUST enter their license number with the “S-“ as part of the identification process (S-XXXX). A broker should NOT enter the “B-“ portion of the license number, just the numerical portion of the license (XXXX).

When both Last Name and License Number have been entered you should press the “CONTINUE” button and you will be forwarded to Page 2. This is the page where you are asked to enter your email address and “Specify a Username” (any that you choose) and a “Password” (again, any that you choose).

Press the “FINISH” button when all of the information is entered and you will return to the “MAIN PAGE”.

You may now enter your personal file by placing your USERNAME in the designated space for the LOGIN and your PASSWORD in the proper blank. Remember that the Login and Password fields are case sensitive and MUST be entered exactly the way they were initially set up in the registration phase.