

## Registration Instructions

All MHBD Licensees, Salespersons and ROC Contractors are required to “**Register in Salesforce**”

MHBD Licensees and ROC Contractors email [evelyn.estrella@azhousing.gov](mailto:evelyn.estrella@azhousing.gov) or [amanda.duncan@azhousing.gov](mailto:amanda.duncan@azhousing.gov) to request an “Account Verification Code”. This will avoid duplicate accounts in Salesforce.

Salespersons please contact [amanda.duncan@azhousing.gov](mailto:amanda.duncan@azhousing.gov) or [donna.grant@azhousing.gov](mailto:donna.grant@azhousing.gov) for assistance in account registration and password resets.

All ROCs registering will enter the company name exactly how it is listed on the ROC website to ensure account accuracy.

Once registration is complete for future use. To **Login**, your User Name is the email address you registered and the password you created. There is an option to reset the password if necessary.

Your Dashboard is on the far left, click on the tab of your choice for more options