**How to register a sQuid account**

**Create an account and top up online**

# 01 Getting started

Go to **portal.squidcard.com** and click the **‘Create a customer account’** link. You will then be directed through to the sQuid account registration form.

# 02 Create a sQuid account

You will need to enter your personal details, create a **password** and select a **security question** from the list provided, and enter your answer. Click on the **‘Register’** button to complete your registration.

# 03 Activate your sQuid account

Once your sQuid account is registered, you will receive an email from sQuid containing an **activation link**. Click on the activation link to be brought back into the sQuid portal, where you will be asked to complete some additional details.

# 04 Add a sQuid Registration Number (SRN)

Having created your sQuid account, you will be prompted to register your unique sQuid Registation Number. This is the **16 digit number** shown on the front of your registration letter, together with your **3 digit security code**. Here you can also assign an easy to remember display name.

# 05 Add funds to your sQuid account

You can add money to your account from a bank transfer or a credit or debit card. Click on the **‘Top up’** link at the top of the page, select your preferred payment method and follow the online instructions.