



ReddiFund

ReddiLink Portal Registration Guide

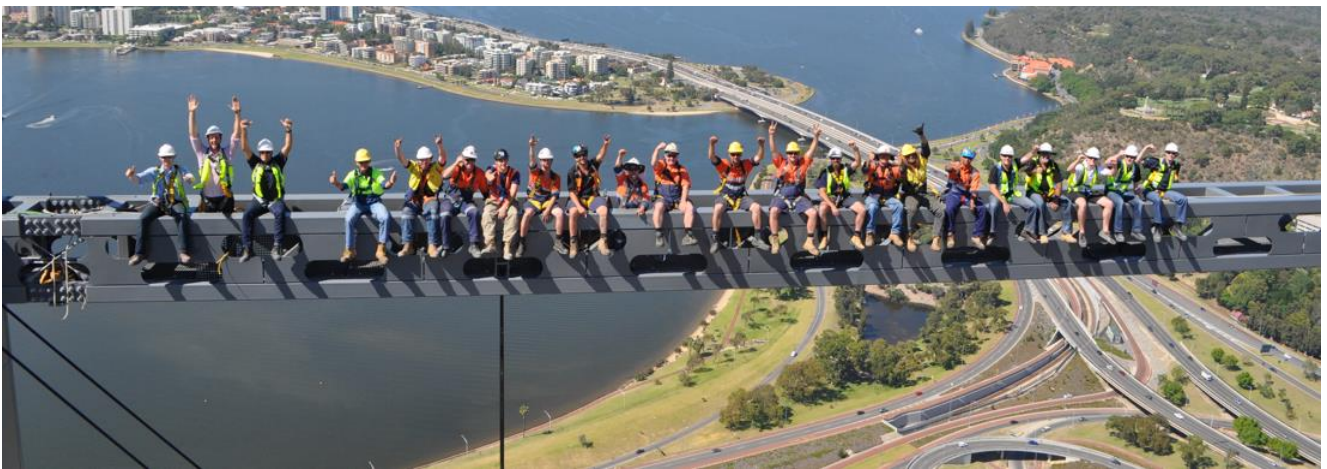


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1 Summary

This training guide has been created to help employer and employee portal users registered for access to our ReddiLink Members Portal.

2 Portal Registration

To access our Members Portal, you first need to be registered as a user via Portal Invitation.

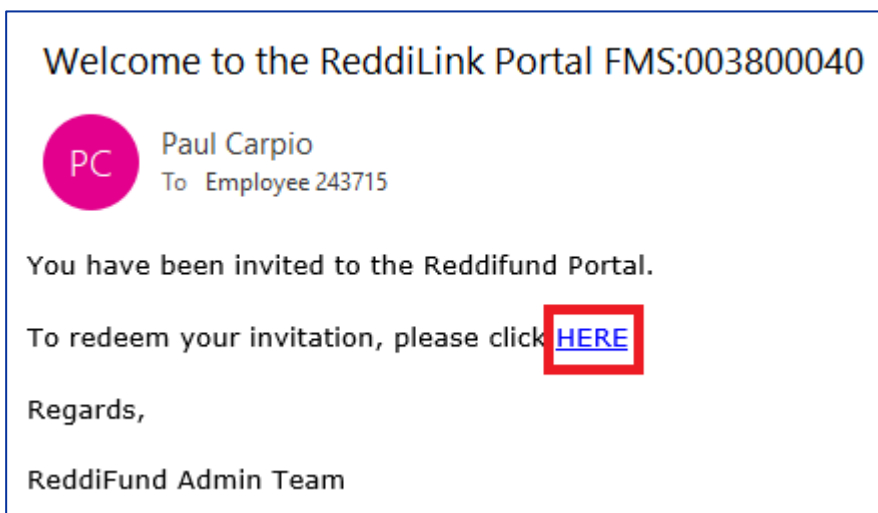
2.1 Portal Invitation

To receive a Portal Invitation, please contact our office on (08) 9481 0259 and speak to one of our friendly staff.

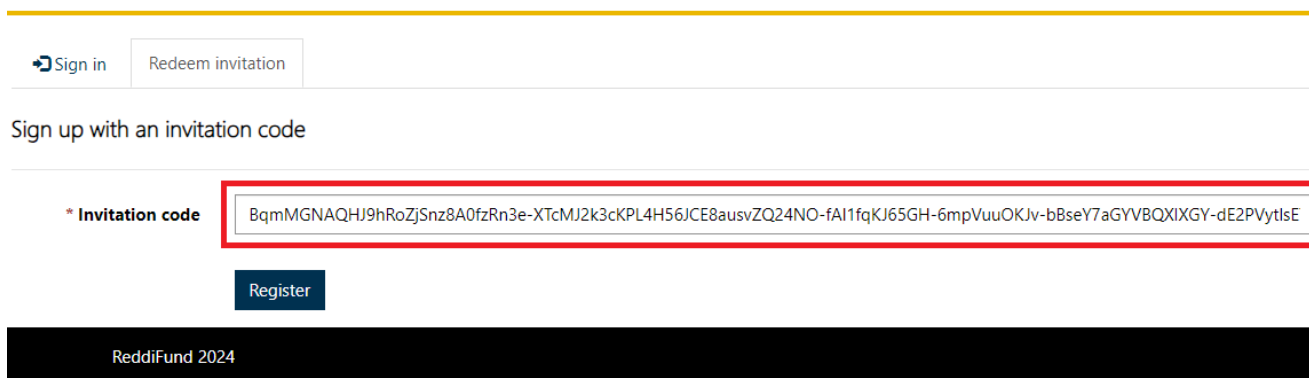
Our staff will verify your identification by asking a few security questions, once we have verified all security information, we can then proceed to send out a Portal Invitation to your nominated e-mail address.

2.2 Portal Registration Process

You will have received a system generated e-mail as follows.



Click on the "HERE" link to go to the registration page using your default web browser where the Invitation Code will already be prefilled. Click "Register" to proceed.



Fill in the relevant information below then Click “Register” to finalise your Portal Account.

[Sign in](#) [Redeem invitation](#)

Redeeming code: **6yqq-JHHy2UPRS-rCOM-9q6ZlpTo18EZbSAmCGLHWHlxnYDiYT-58FUmn19pO0c3guKB7G55OGUjB0SxrBosiWeRTdsuYHoTwgBsN-2wFyxQbAPe9mOK1b3XuN1KF-OuILCqjTNqdbgtxDN2asTfauEUqqRIRNaCyaE6TPgqA4-**

Register for a new local account

* Email The Email address will automatically be prefilled with your nominated e-mail on record, do not change.

* Username This is the username and password to utilise when logging into the Portal, not your e-mail address.

* Password

* Confirm password

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Once done, Click “Register”.

PLEASE NOTE: the “Username” to login into the Portal is not your e-mail address, but instead, what you have specified in registration page for example, the username is “raven10” instead of “raven@mail.com” (see above).

Should you have any questions, please feel free to contact our office.

ReddiFund Team