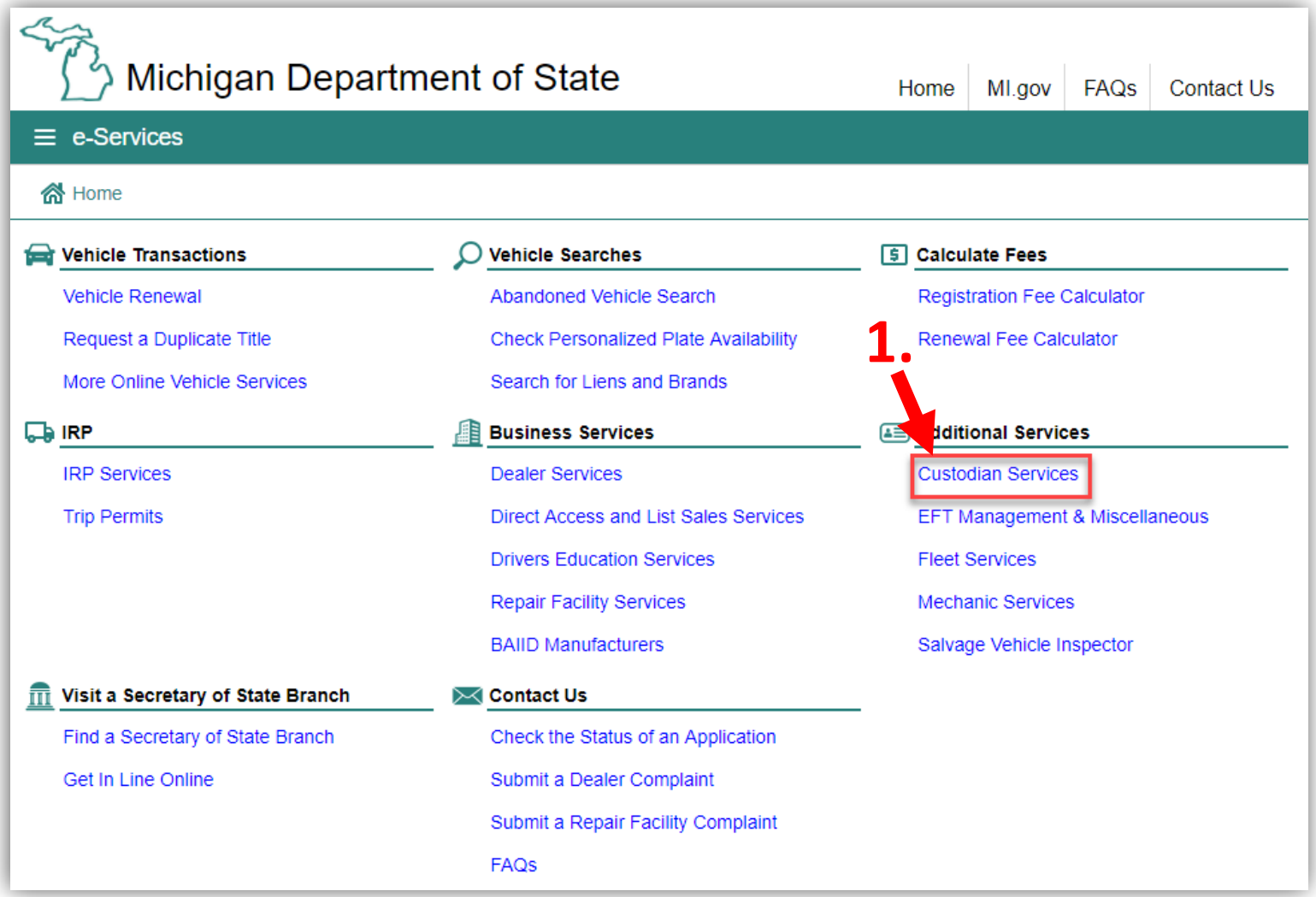
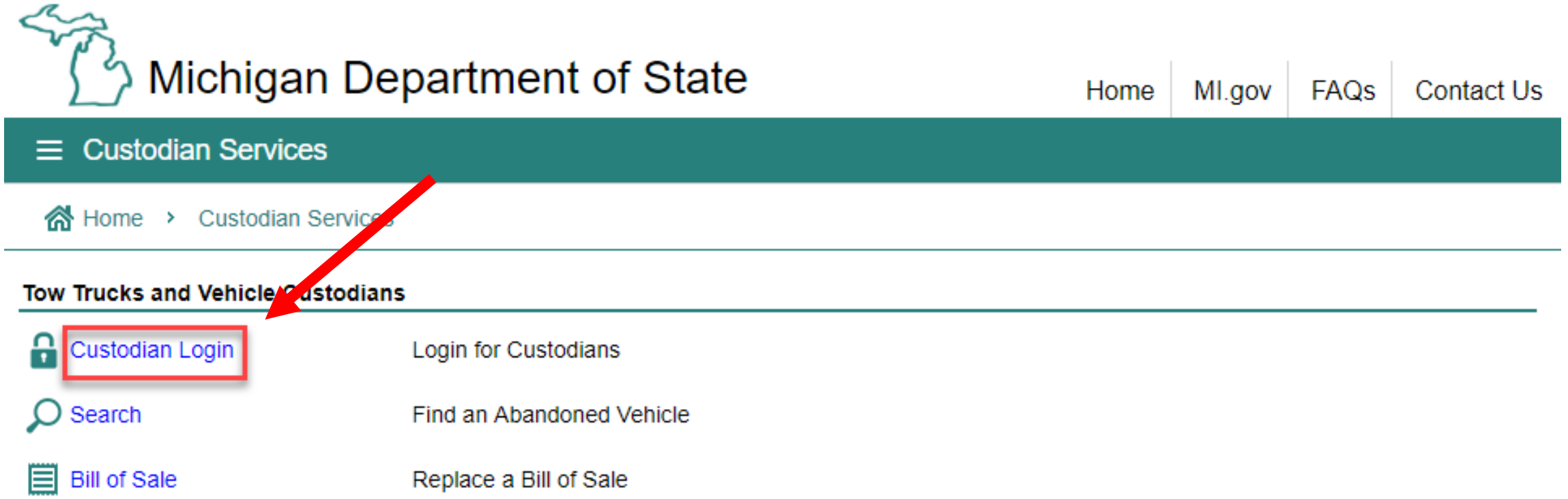
Custodian Authentication

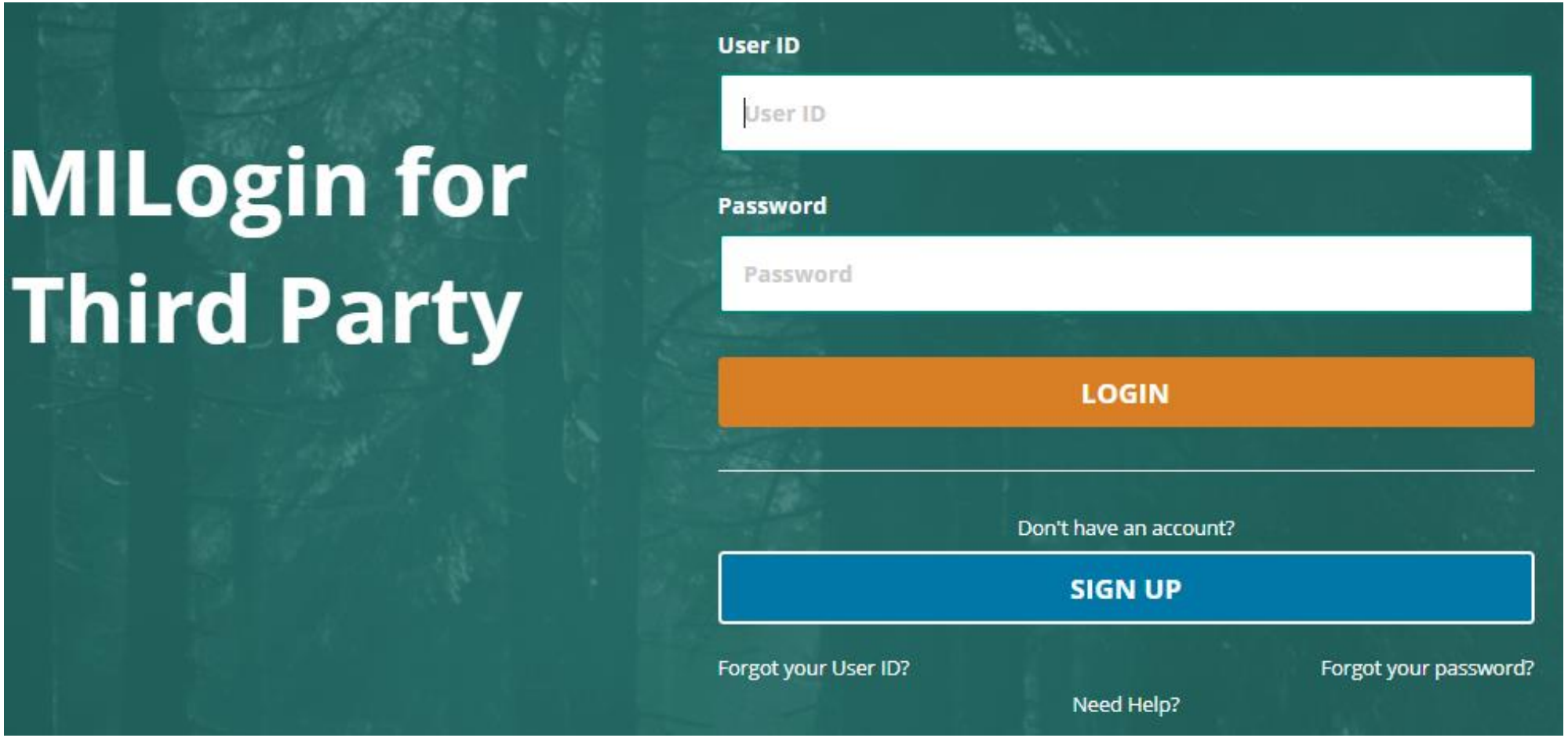
Use the hyperlink in the letter or email you received from the Secretary of State's Office to connect with CARS e-Services and select "**Custodian Services**."



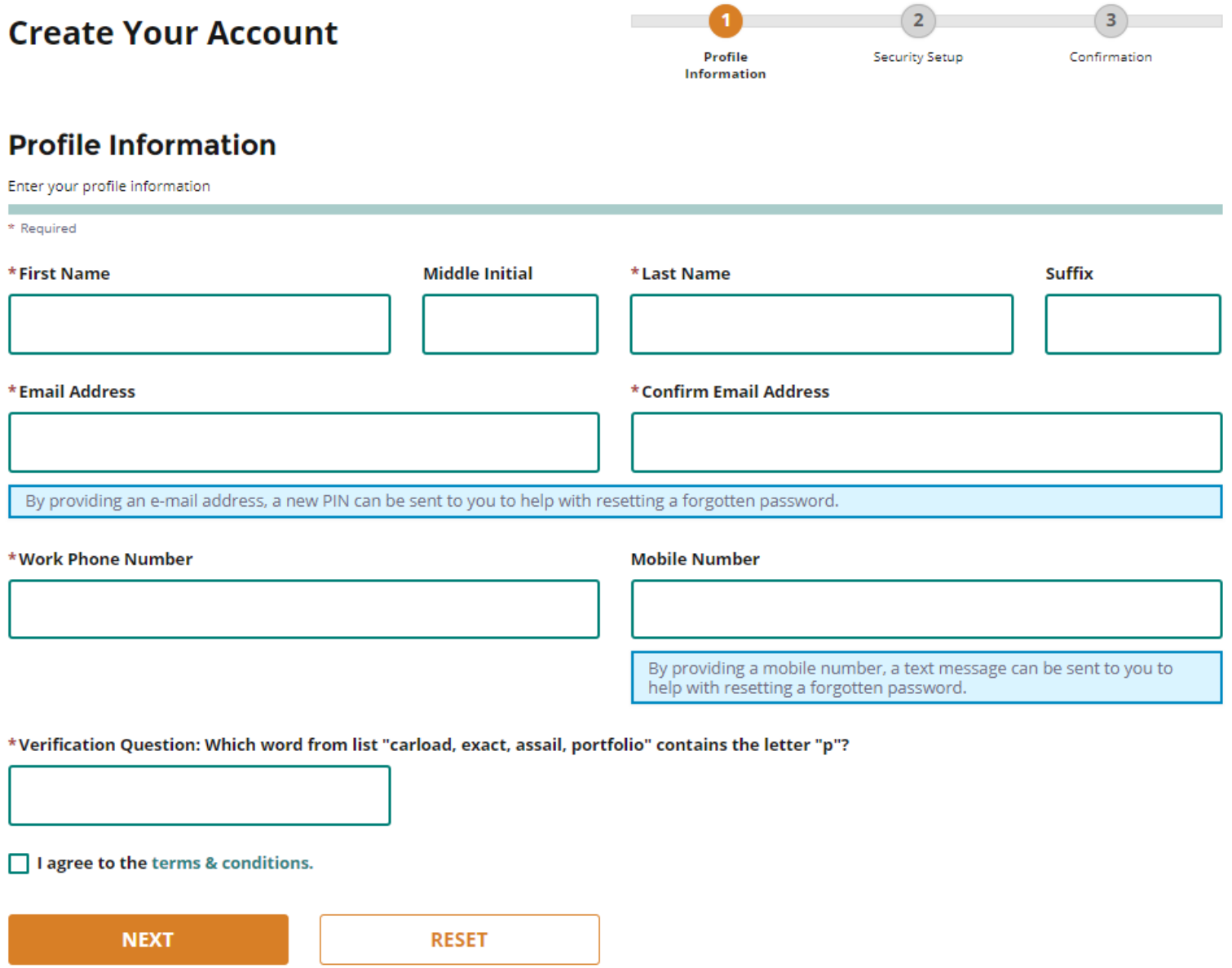
Select “Custodian Login.”

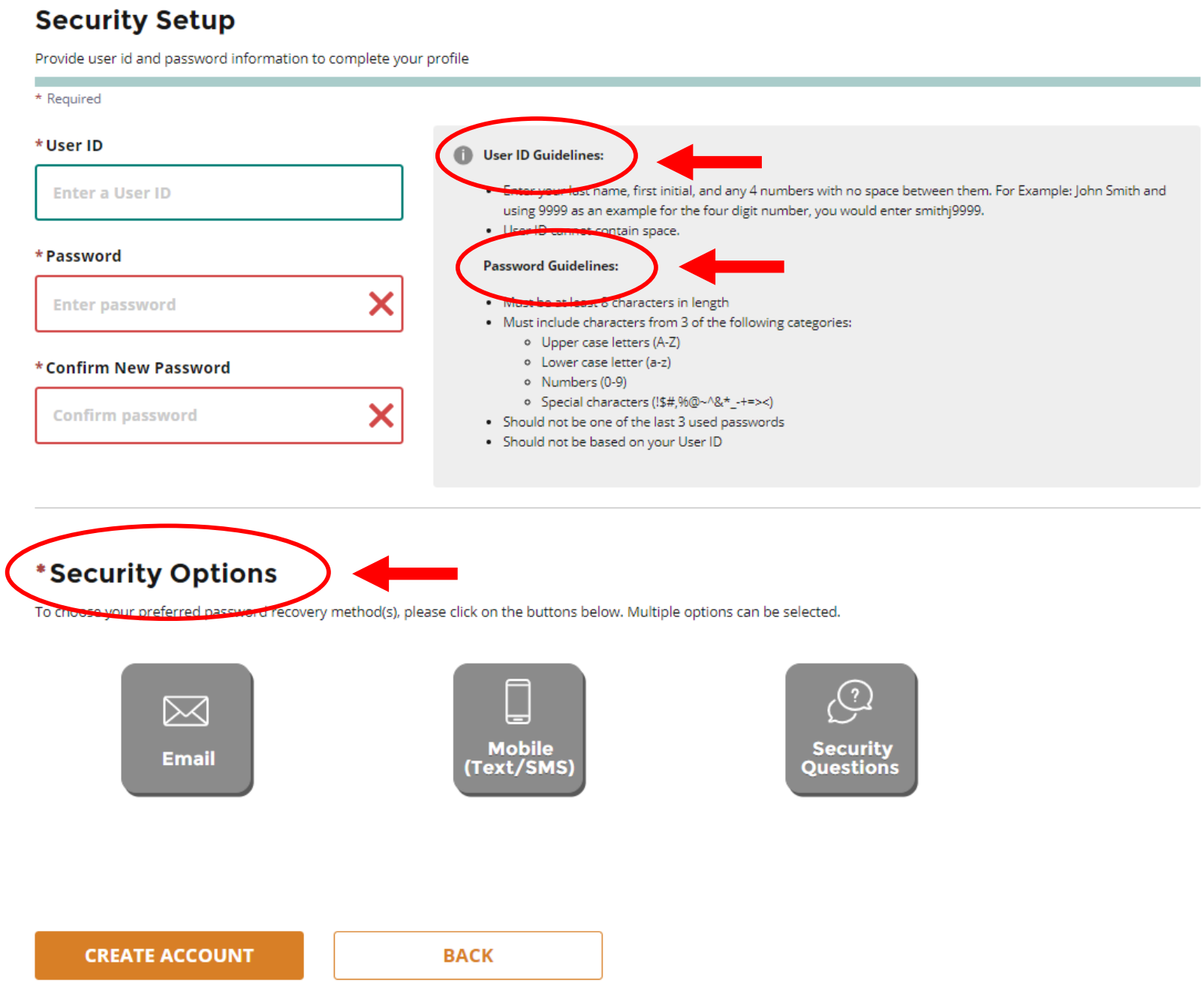


You must have an account with the state of Michigan MILogin system.
Select “SIGN UP” if you **DO NOT HAVE** a “MILogin for Third Party” account.
Enter your “User ID” and “Password” if you have a Third Party MILogin account (and skip to slide #7).



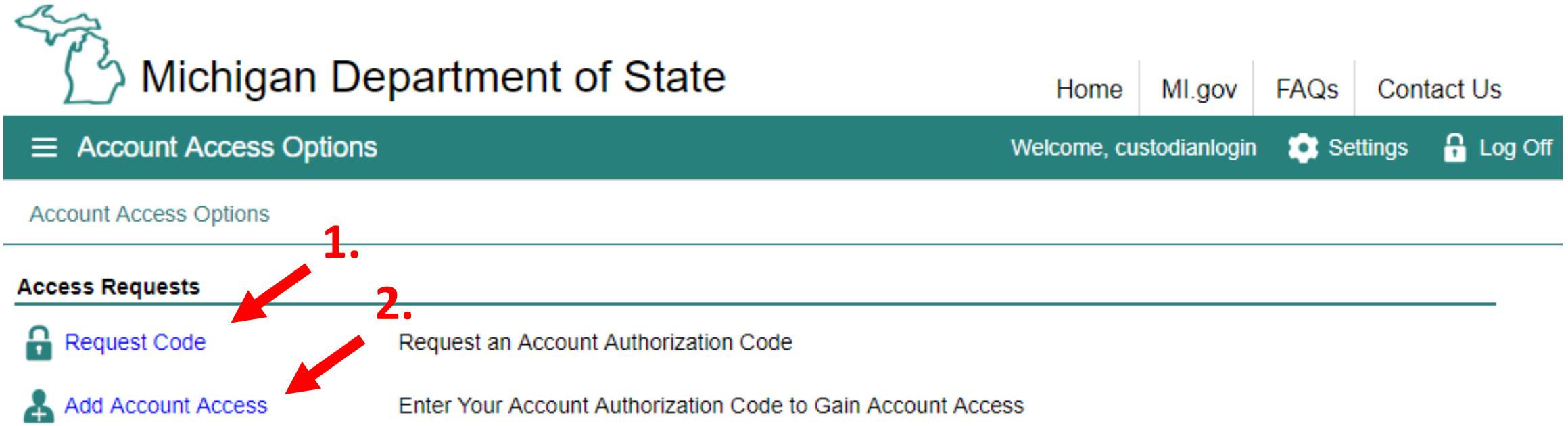
Enter your profile information as prompted. Fields with a red asterisk are required.



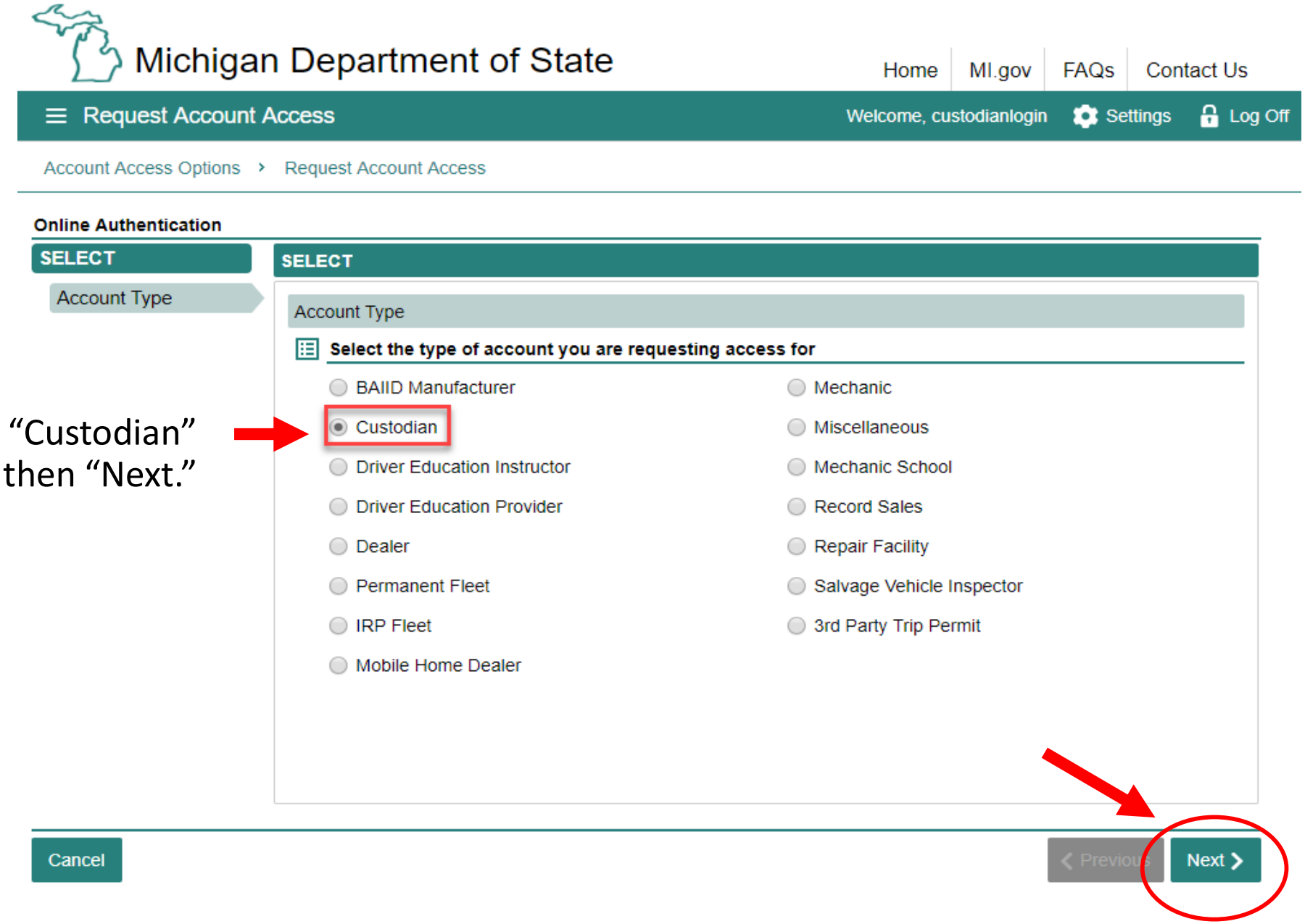


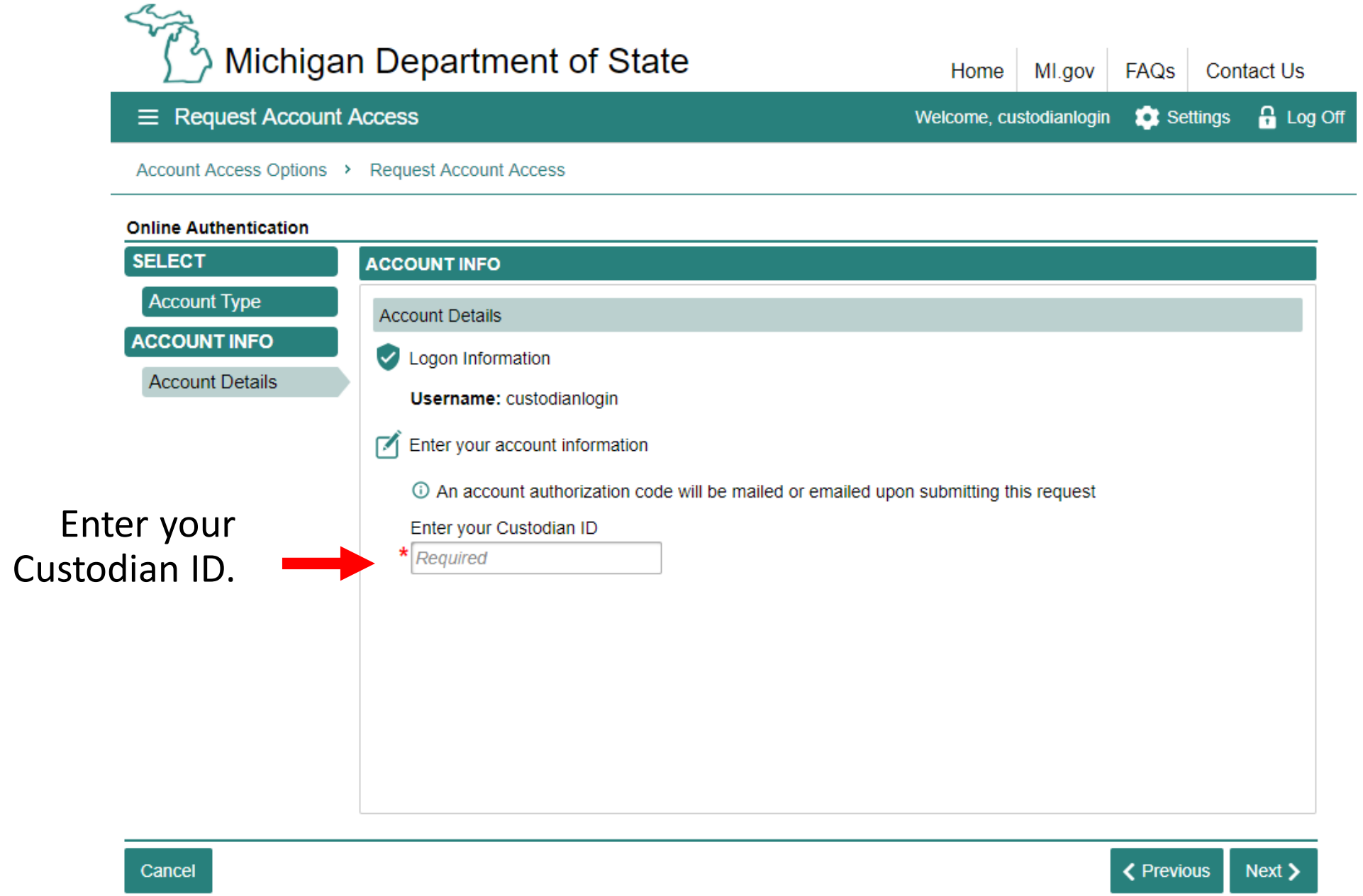
Enter your security setup information and follow the screen prompts. Make sure to follow all of the security guidelines carefully.

1. Select “Request Code” if you do not have an authorization code. The authorization code allows you to access your CARS e-Services account.
2. If you already have your authorization code, select “Add Account Access” and skip to slide #14.

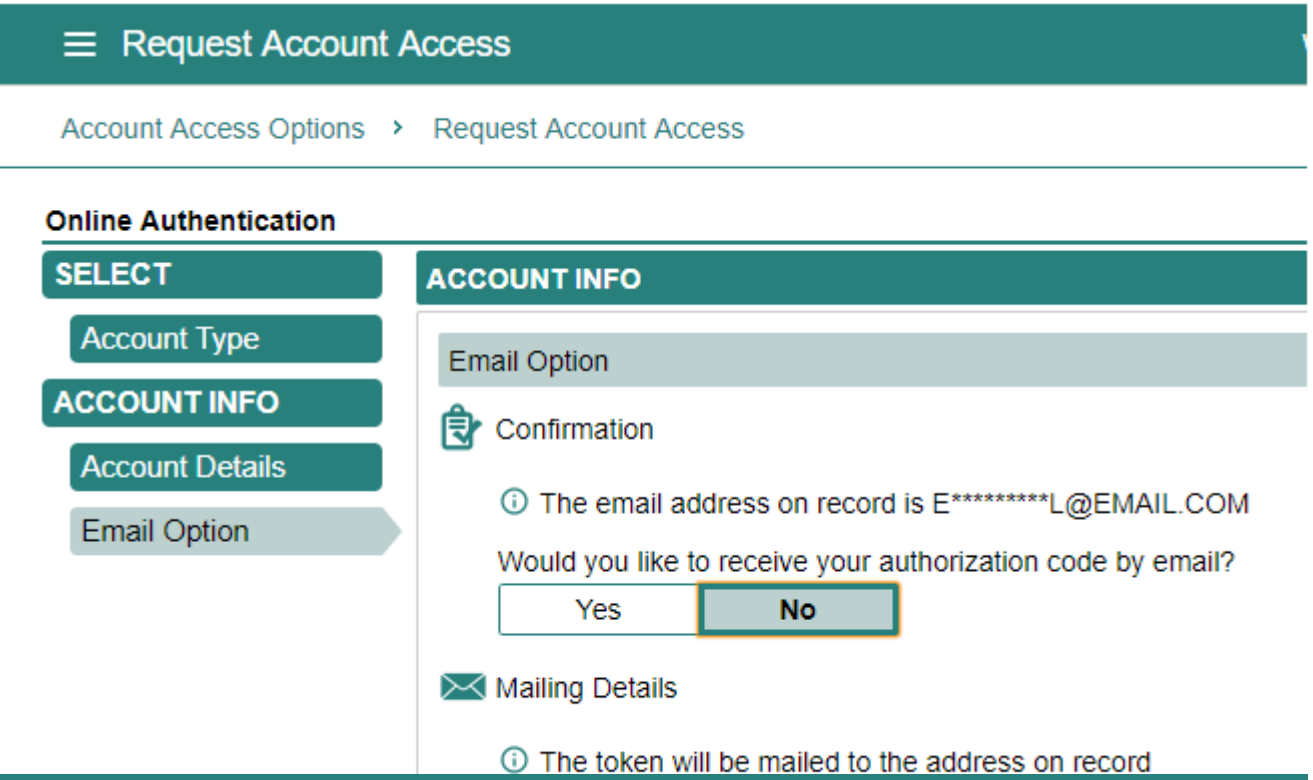


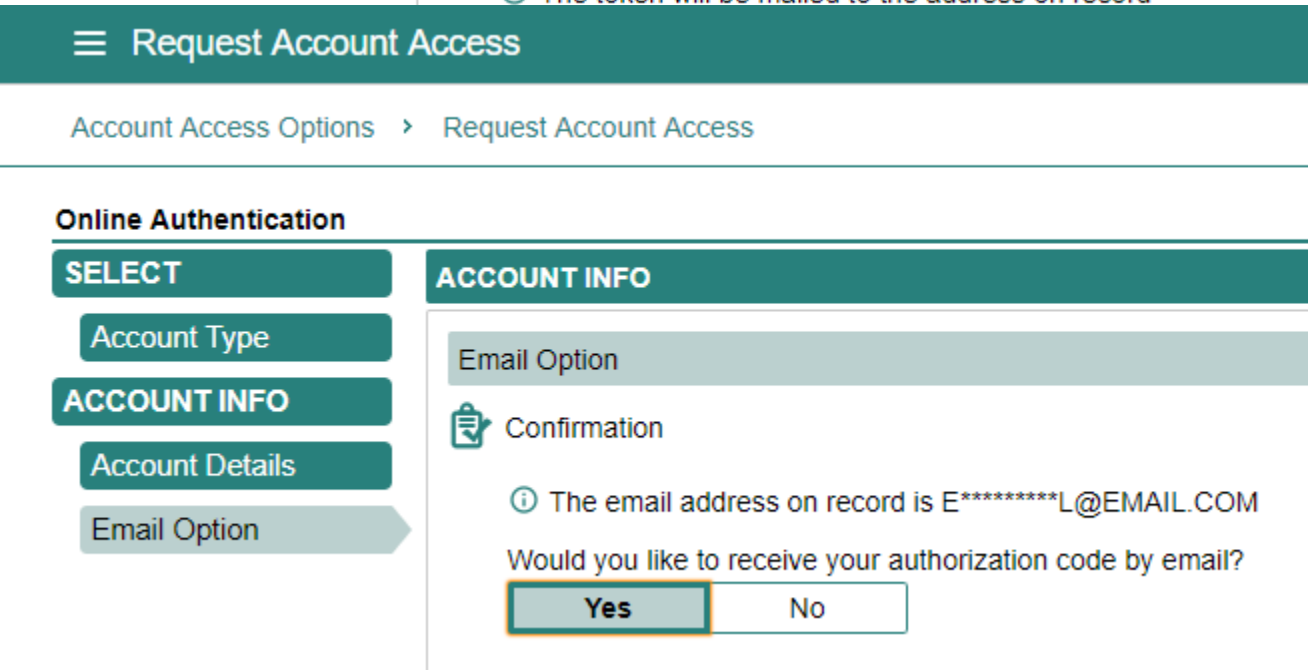
Select “Custodian” and then “Next.”



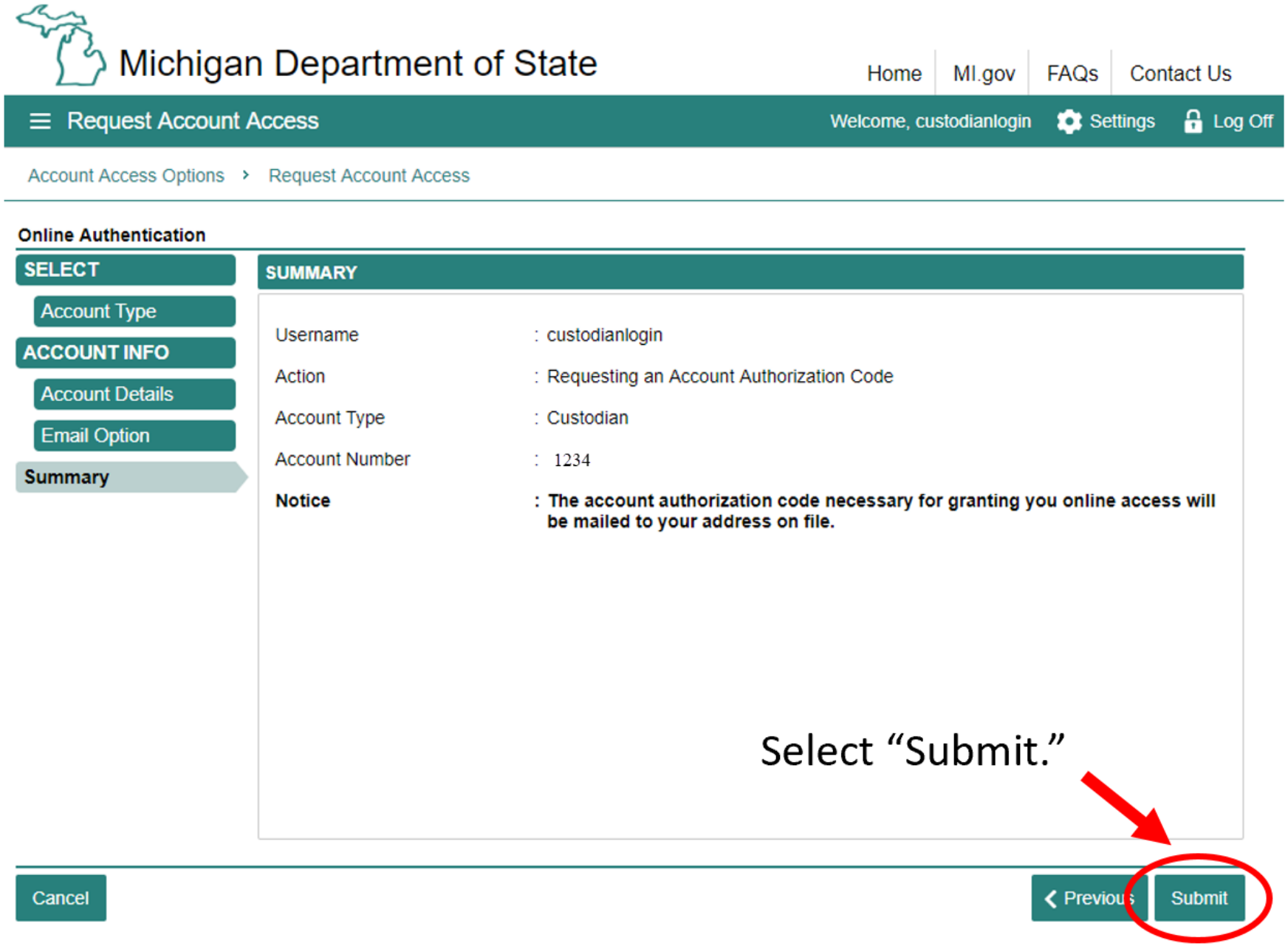


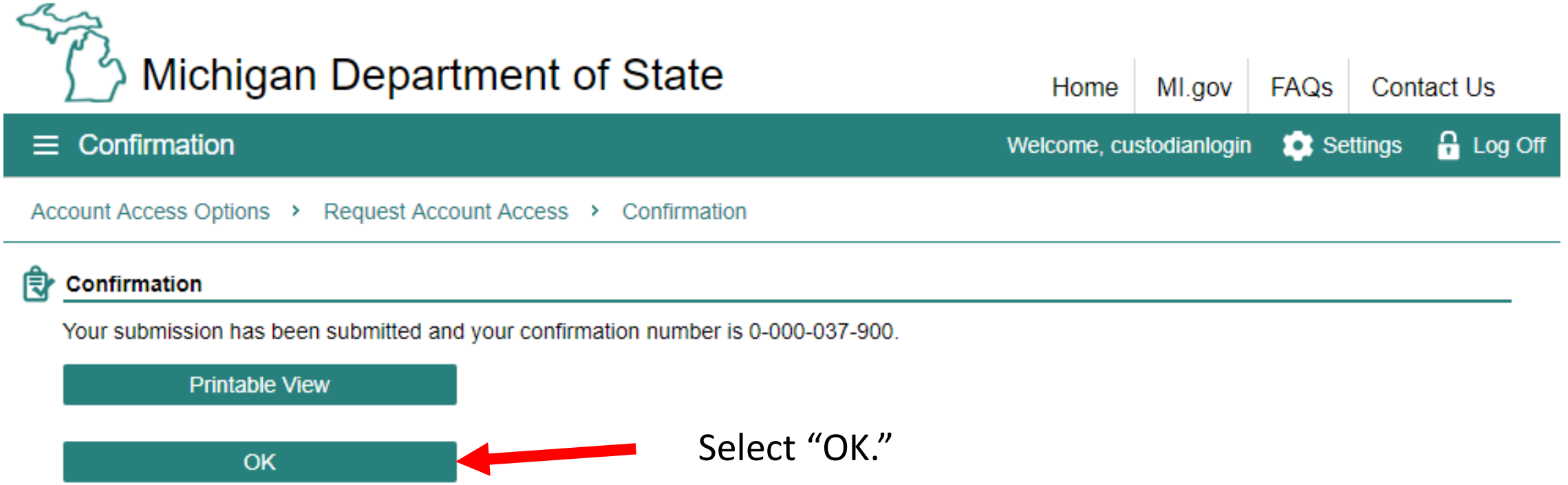
Enter your Custodian ID.





Indicate if you would like to receive your authorization code by email or mail and confirm your decision when prompted.


Michigan Department of State
Home
MI.gov
FAQs
Contact Us
Request Account Access
Welcome, custodianlogin
Settings
Log Off
Account Access Options
Request Account Access
Online Authentication
SELECT
Account Type
ACCOUNT INFO
Account Details
Email Option
Summary
SUMMARY
Username : custodianlogin
Action : Requesting an Account Authorization Code
Account Type : Custodian
Account Number : 1234
Notice : The account authorization code necessary for granting you online access will be mailed to your address on file.
Select "Submit."
Cancel
Previous
Submit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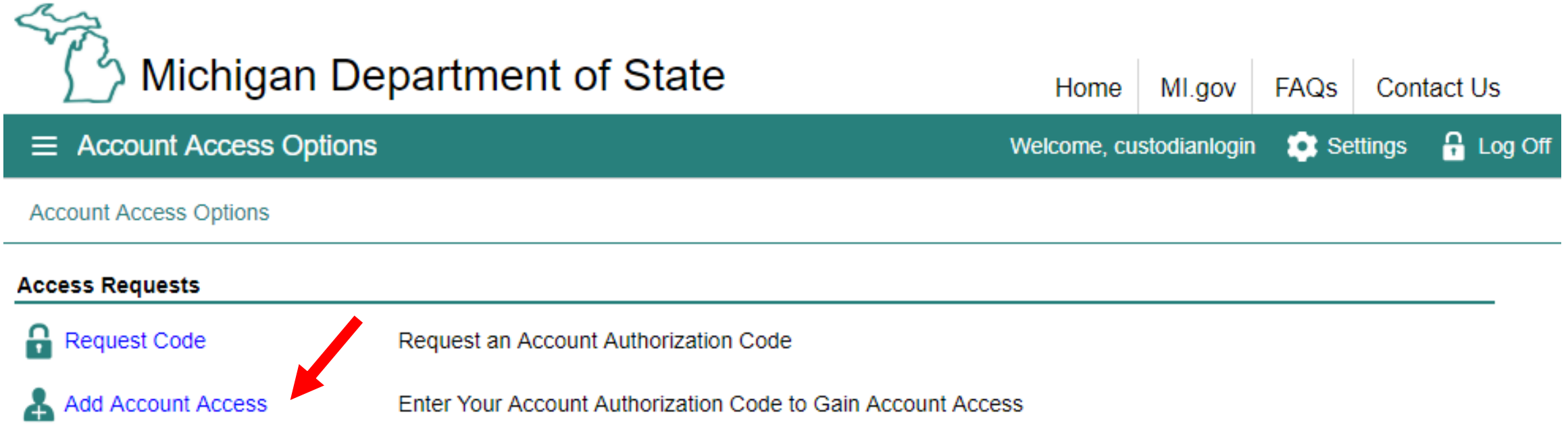
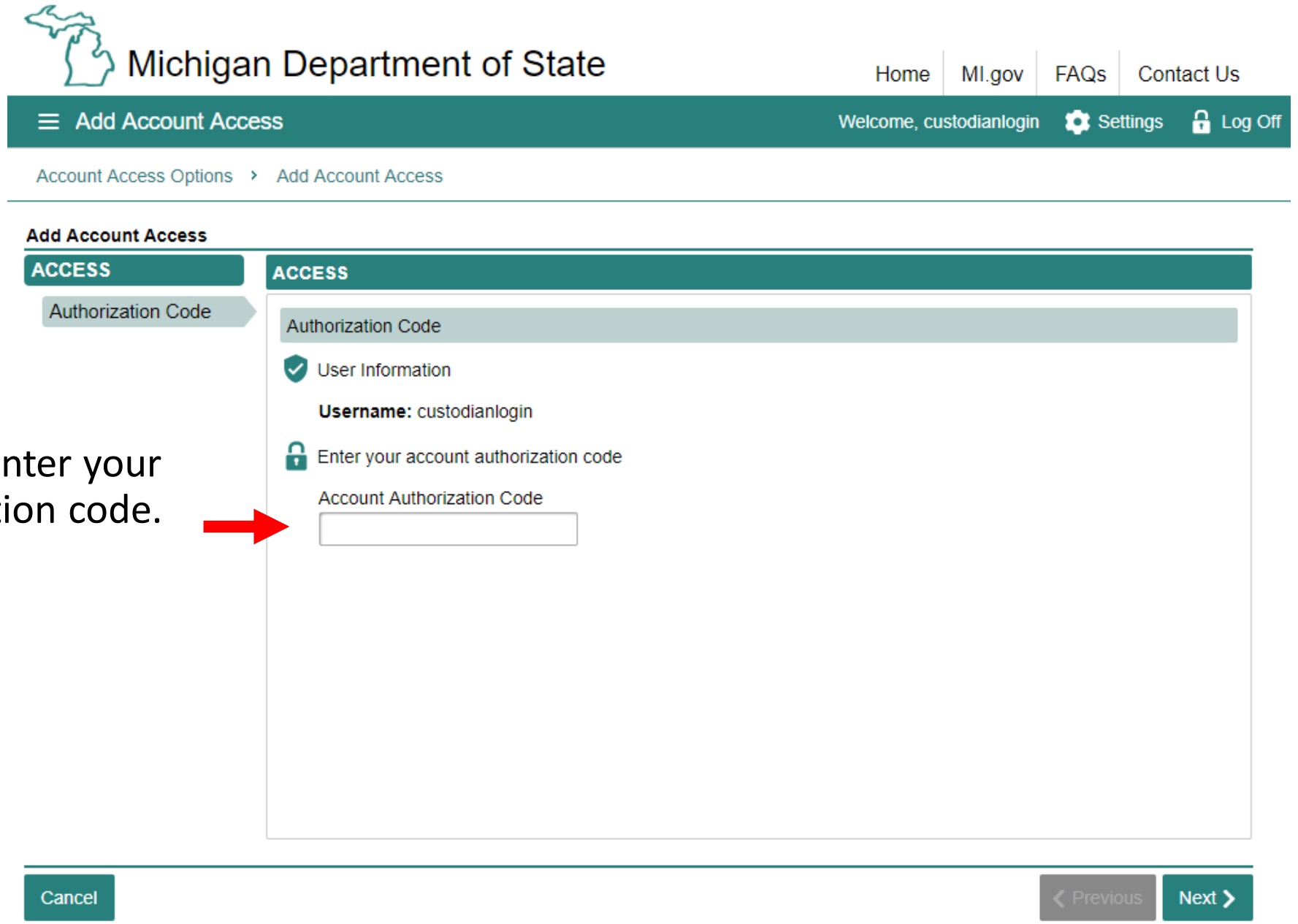
Confirmation
Welcome, custodianlogin
Settings
Log Off
Account Access Options
Request Account Access
Confirmation
Confirmation
Your submission has been submitted and your confirmation number is 0-000-037-900.
Printable View
OK

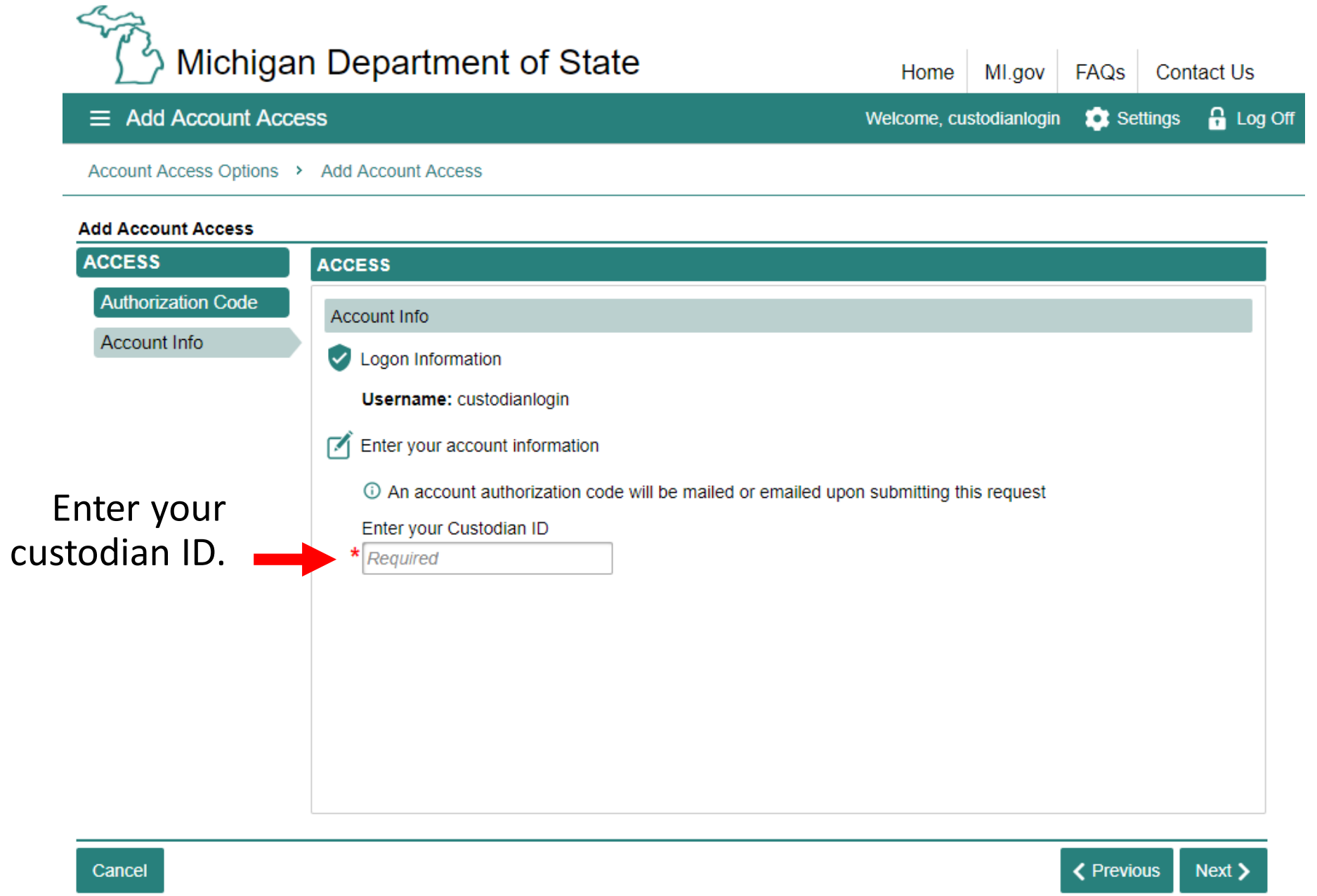
Select “OK.”

To continue, you must have your authorization code. Choose “Add Account Access.”



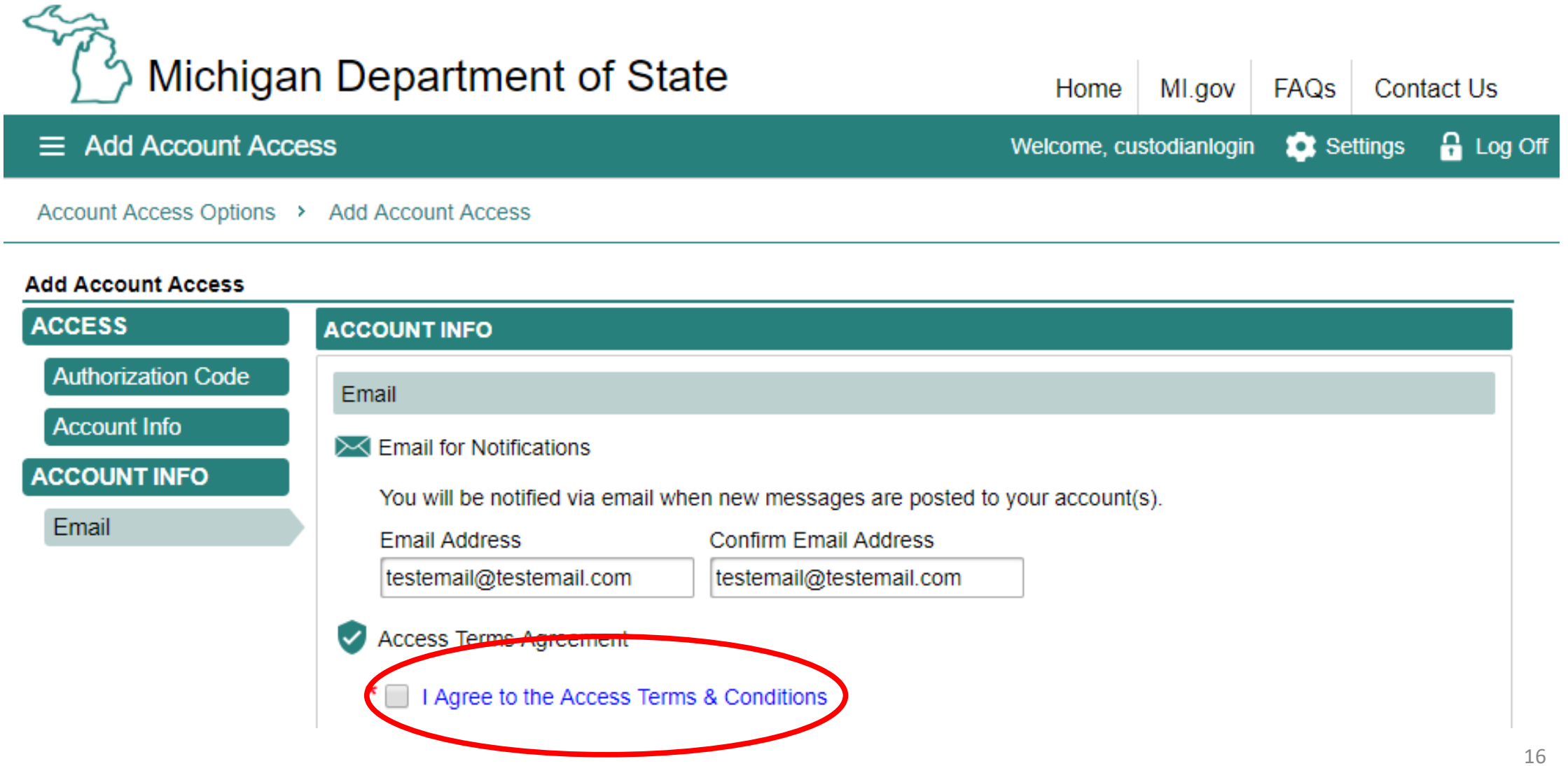


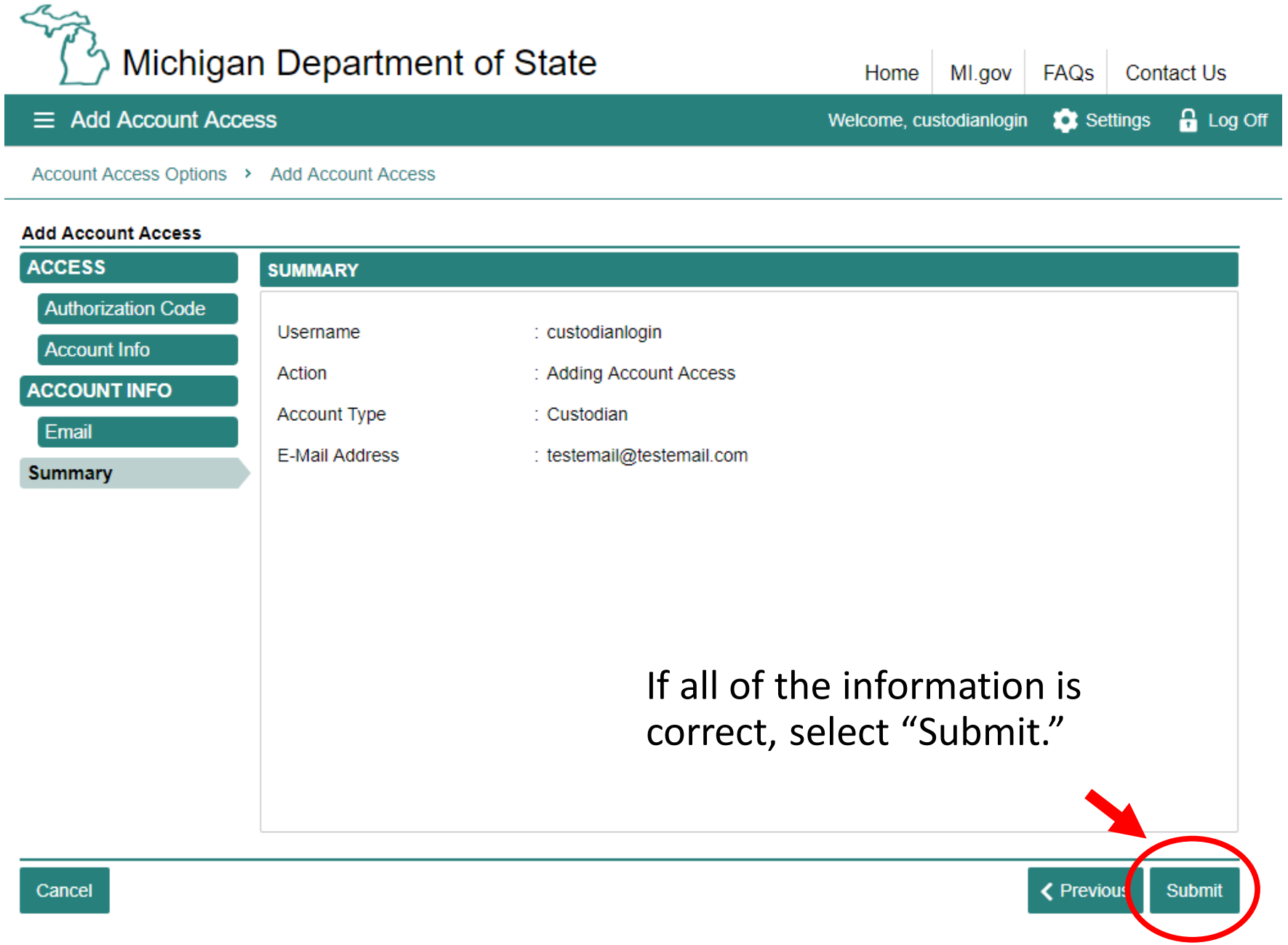
Enter your authorization code.



Enter your custodian ID.

Make sure to agree to the “Terms & Conditions” by selecting the check box or you won’t be able to continue.

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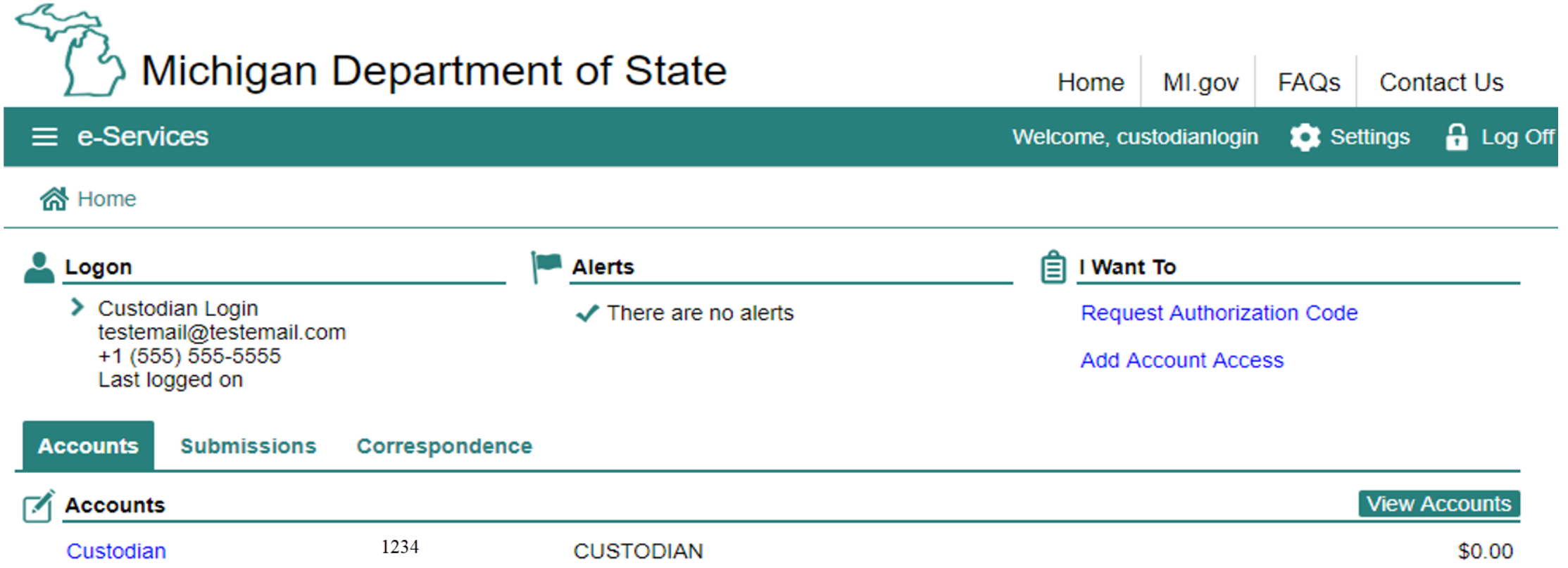
Welcome, custodianlogin
Settings
Log Off
Account Access Options
Add Account Access
Add Account Access
ACCESS
Authorization Code
Account Info
ACCOUNT INFO
Email
Summary
SUMMARY
Username : custodianlogin
Action : Adding Account Access
Account Type : Custodian
E-Mail Address : testemail@testemail.com
If all of the information is correct, select “Submit.”
Cancel
Previous
Submit

Congratulations, you have reached your CARS e-Services business account “springboard.” This is where you will view and manage your business accounts associated with the Secretary of State’s Office. Always remember to log off when you are finished.