CARS e-Services  A new era begins

Michigan Secretary of State – Here to serve you

Direct Access 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 “Direct Access and List Sales Services.”
Select “Direct Access 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. Be sure to include a mobile phone number, so that your passcode can be conveniently texted to you.
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.

Note: This authorization code differs from the passcode received via mobile call or text.
Select “Record Sales” and then “Next.”
Enter your direct access account number and the business ZIP Code.
Indicate if you would like to receive your authorization code by email or mail and confirm your decision when prompted.
Select "Submit."
Your submission has been submitted and your confirmation number is 0-000-009-250.

Select “OK.”
To continue, you must have your authorization code. Choose “Add Account Access.”
Enter your authorization code that you received by email or mail. (Note: Do not use the passcode that was provided to you on your mobile phone or through a phone call.)
Enter your direct access account number and the business ZIP Code.
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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<th>ACCESS</th>
<th>ACCOUNT INFO</th>
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<td>Authorization Code</td>
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<td>You will be notified via email when new messages are posted to your account(s).</td>
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<td>I Agree to the Access Terms &amp; Conditions</td>
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If all of the information is correct, select “Submit.”
You are required to complete an additional authentication process. Select “Confirm” to continue.
You will be returned to “MILogin for Third Party.”

Select your preferred method for receiving the passcode.

- **Text Message**: You will receive a passcode via a text message on your mobile XXX-XXX-4793.
- **Phone Call Back**: You will get a call on your work phone number XXX-XXX-4793.
Enter the passcode you received and select “Submit.”
Select “Confirm” to complete your authentication process. You will be redirected back to CARS e-Services.
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.