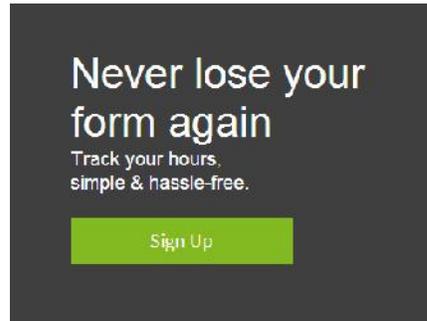


# Charity Sign Up Instructions

Recommended Browsers to use:  
Mozilla Firefox or Google Chrome

What you need to know before signing up:  
B/N Registration Number



**Step 1:** Navigate to [hourpublic.com](http://hourpublic.com) and click the **Sign Up** button

**Step 2:** Find [If you're not a student: Click here.](#) in the top right-hand corner of the page and click the link.

**Step 3:** Under Account Type click,



### Your Account

Username

Password  Confirm Password

First Name  Last Name

Email Address

**Step 4:** Type in a username.

**TIPS:**

- If the username is taken, try adding in numbers
- Write down your username just in case!

**Step 5:** Enter in a password that includes at least 6 characters, a capital letter, and a number

**Step 6:** Enter in your first and last name

**Step 7:** Enter in an email address

## Forgot your password or username?

If you forget your password, you can reset your password by visiting the [Log In](#) page and click "[Forgot?](#)" - then enter in your username and the email address that you used to sign up.

- If you forget your username, click [Log In](#) > "[Forgot?](#)" > "[Forgot Your Username? Recover it here](#)"

### Log In

Username

Password  [Forgot?](#)

Not a member? [Get started today.](#)

## Your Organization

Name of Organization

Type of Organization  
Type of Organization (required) ▾

Address

Town/City

Province  
Select Province ▾

Phone Number

B/N Registration Number

Website

## Organization Information:

**Step 8:** Enter the Name of your Organization

**Step 9:** Select the Type of Organization

**Step 10:** Enter your Organization's Address

**Step 11:** Enter your Organization's Telephone number

**TIP:** Be sure to take the hyphens (-) out of the Phone Number for it to save properly (e.g. 5557774444)

**Step 12:** Enter your Organization's B/N Registration Number.

**Step 13:** Enter the Captcha letters and digits that you see in the box (unique for everyone)

**Step 14:** The final step is to review and check the box to accept the User Agreement, and then click **Sign Up!**

## Security

Captcha



I have reviewed and accept the User Agreement

Sign Up

It will take up to 24 hours to review your sign up form and provide you with access to Hour Republic. If you have any questions, concerns, or feedback please click the Contact button on the bottom of the web page and we will be happy to help! Thank you.