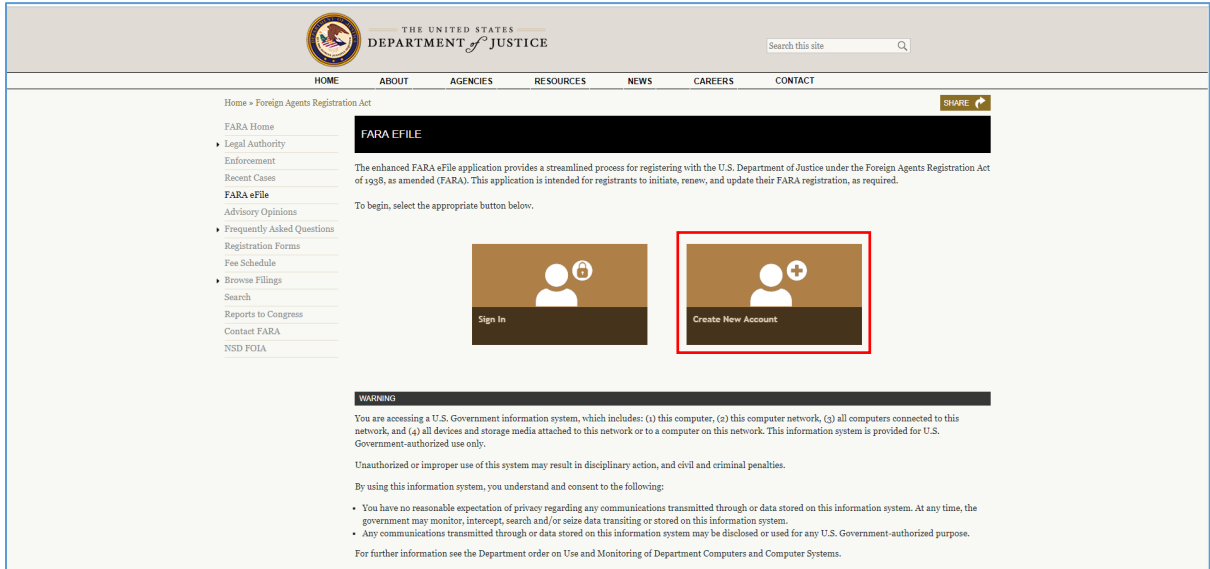


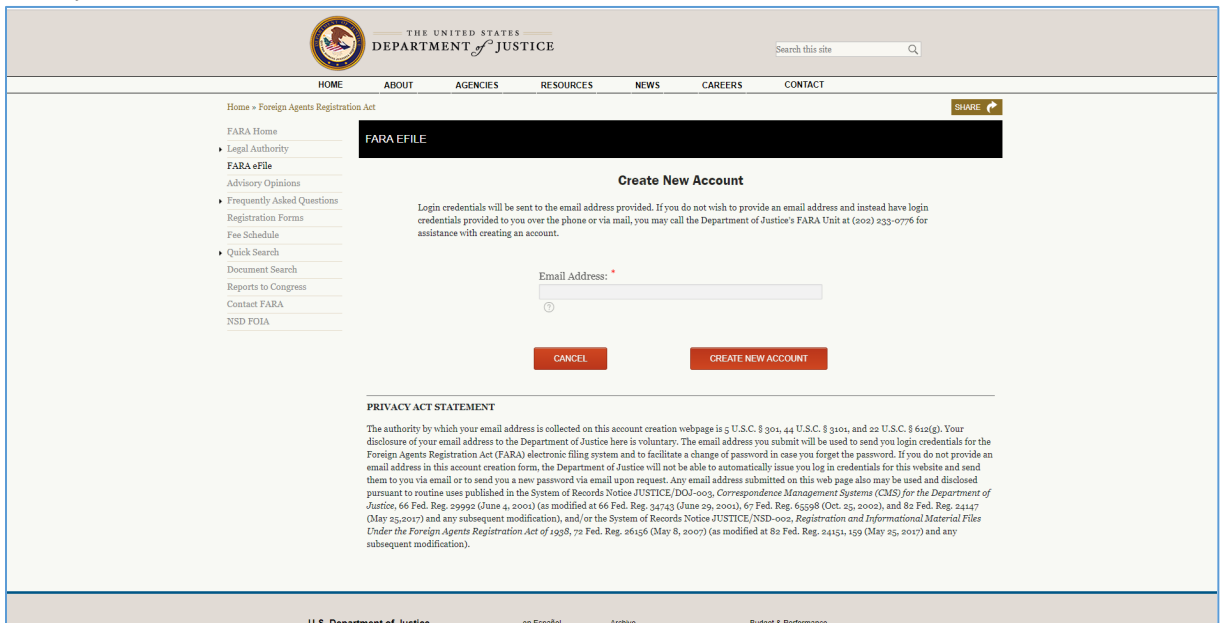
Instructions for New Registrants

This document outlines the enhanced FARA eFile registration process for **new** registrants only (those who have not previously registered or are not currently registered under FARA).

1. Visit the FARA eFile website (<https://efile.fara.gov>) and click on “Create a New Account.”

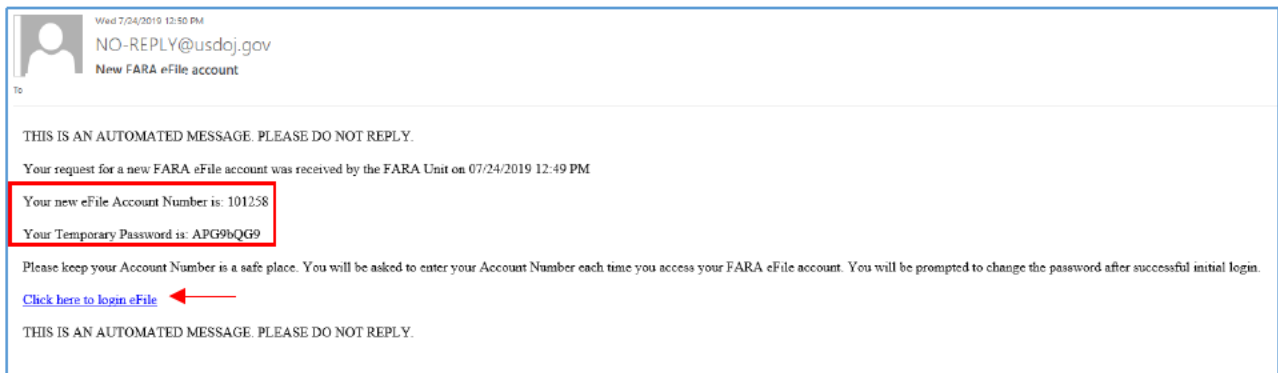
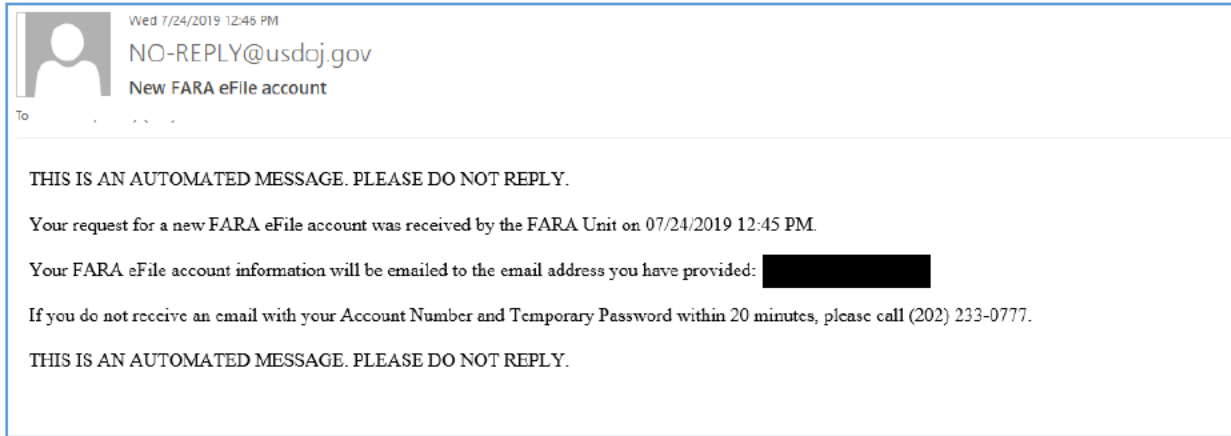


2. Enter your email address to create a new account.



Instructions for New Registrants

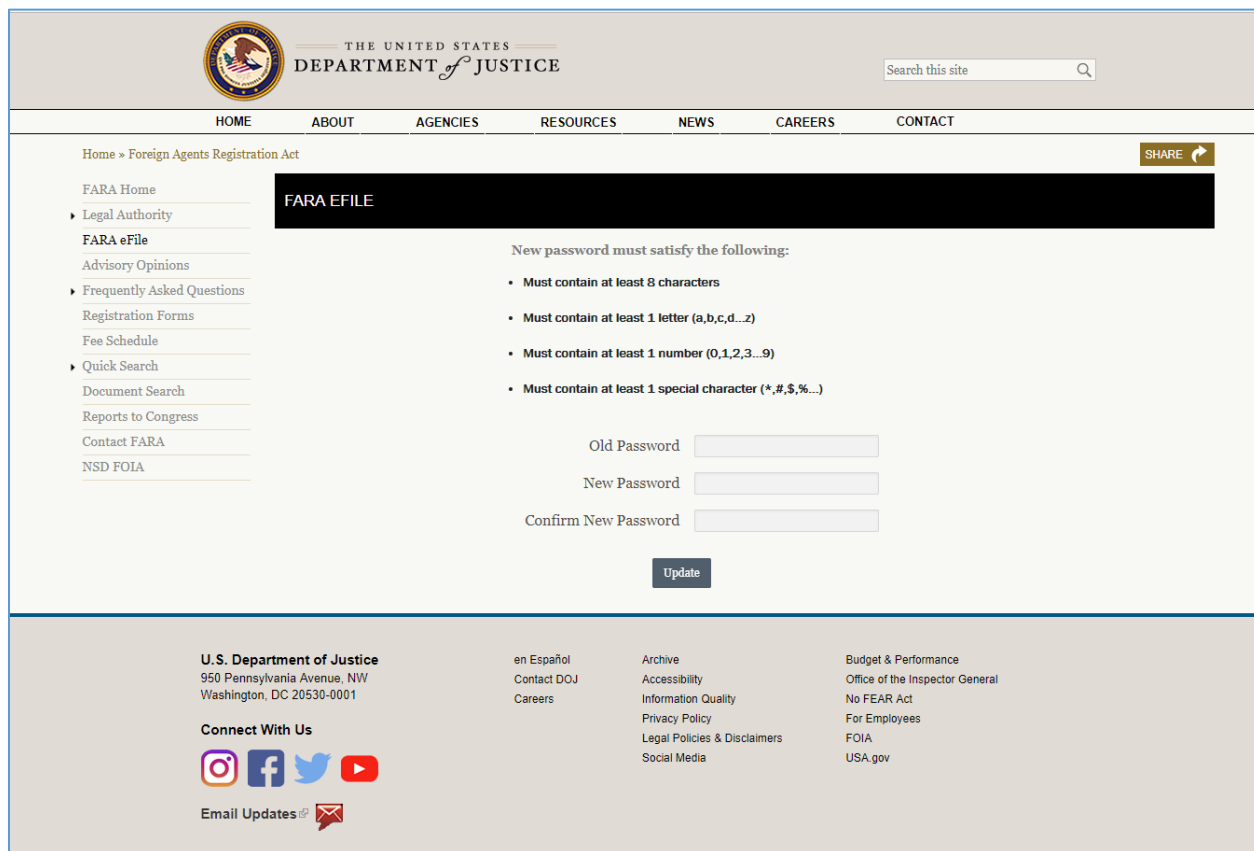
You will receive two messages to the email address provided. The first email is a confirmation of your request. The second email will contain your account number and temporary password.



3. Click on the link in the second email to access the FARA eFile log in page. Use your new eFile Account Number and Temporary Password to log in.

Instructions for New Registrants

4. Upon first login you will immediately be prompted to create a new password.
 - a. Enter new password:
 - i. New password must satisfy the following:
 1. Must contain at least 8 characters
 2. Must contain at least 1 letter (a,b,c,d...z)
 3. Must contain at least 1 number (0,1,2,3...9)
 4. Must contain at least 1 special character (*,#,\$,%...)
 - b. Confirm new password and click “Update”



After successfully changing your password, you will be redirected to the FARA eFile Guided Registration Wizard. The wizard will assist you with filing your FARA registration forms and supporting documents.

Important Notice: The enhanced FARA eFile system is for **new** registrants only. For **existing** registrants (those who have already completed initial filing) review the [Instructions for Existing Registrants](#).

For assistance contact the FARA Unit (fara.public@usdoj.gov or 202-233-0776).