



Australian Government



REGIONAL INVESTMENT CORPORATION

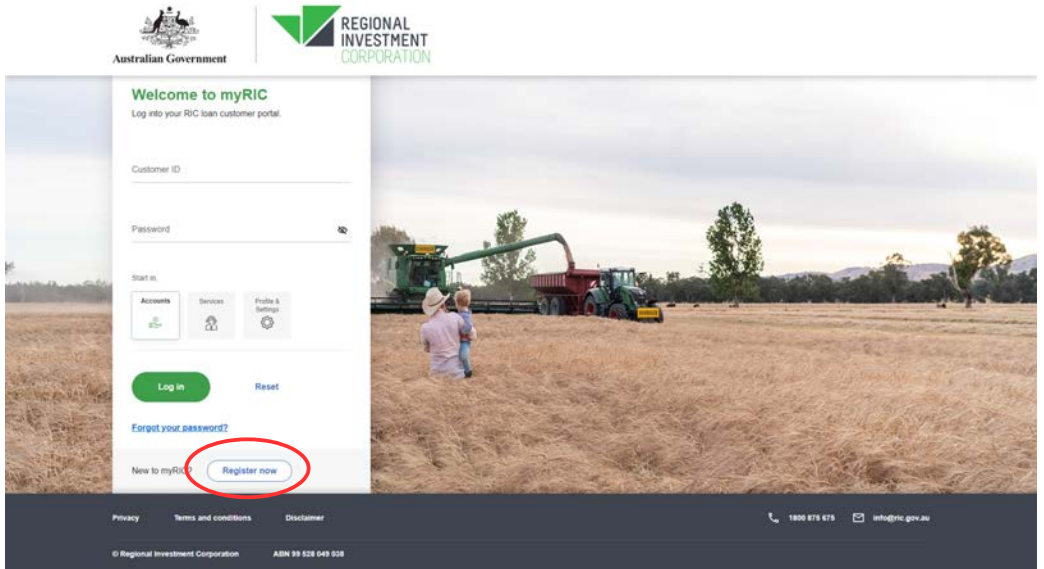
# myRIC User Guide 1 - Register for myRIC

Use this guide to register for myRIC and gain access to view transactions and statements online. To successfully register, you must have a RIC Customer ID and your customer account must have an email address, date of birth, and mobile number attached to it. Please get in touch with us on 1800 875 675 to update your details.

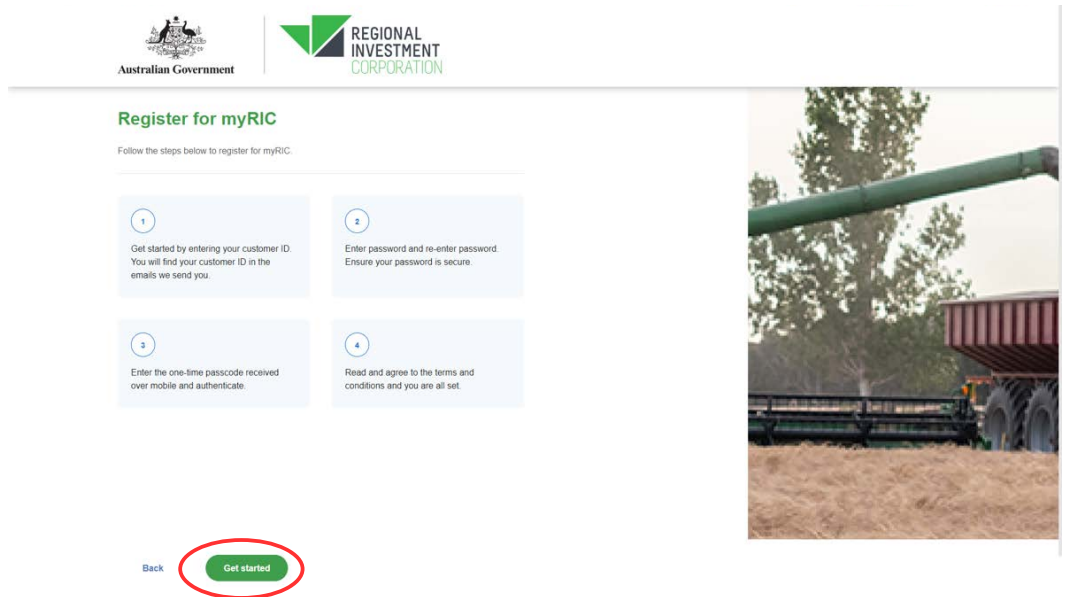
1 | Click **Log in** button at **ric.gov.au**



2 | Click **Register Now**



3 | Click **Get started**

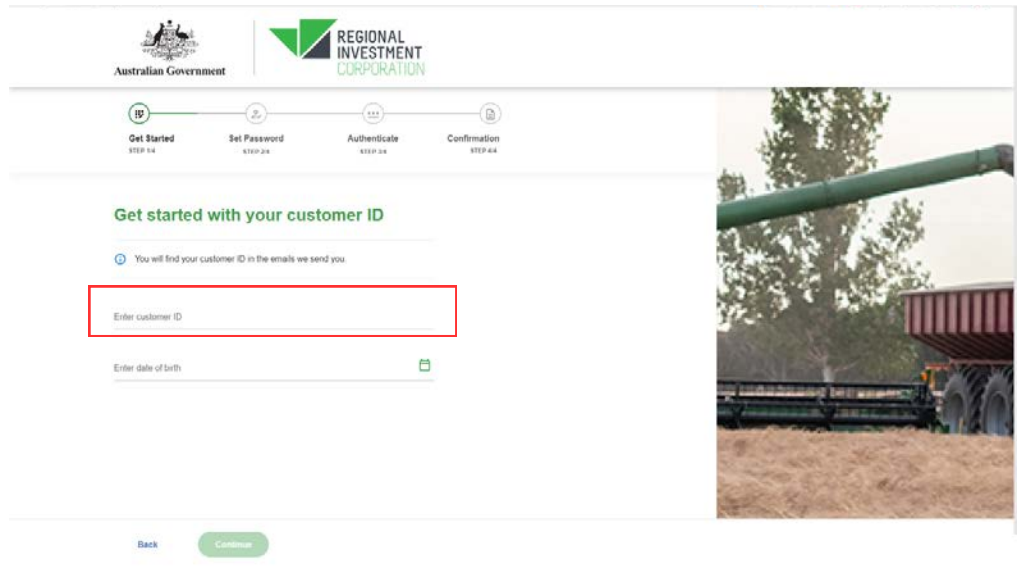




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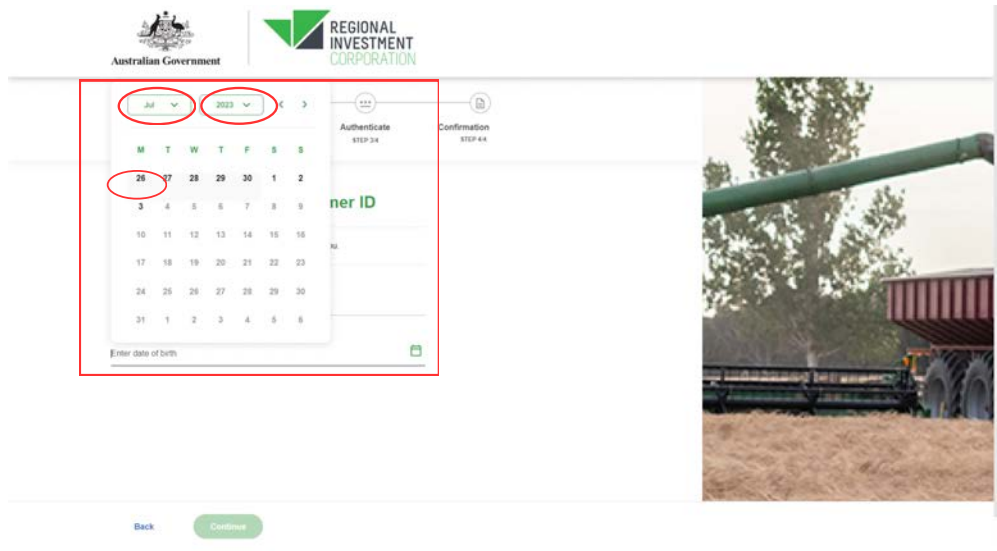
## 4 | Enter Customer ID

Note: Your 8-digit Customer ID has been provided to you by RIC. If you haven't received yours as yet, please get in touch with us on 1800 875 675.



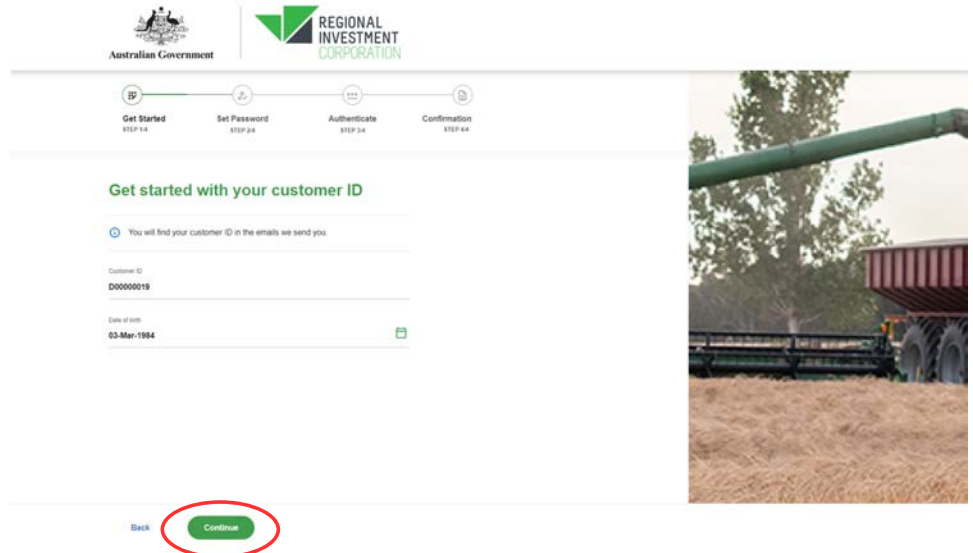
## 5 | Enter Date of birth

Note: Pop up calendar will be displayed, select year, month then day.



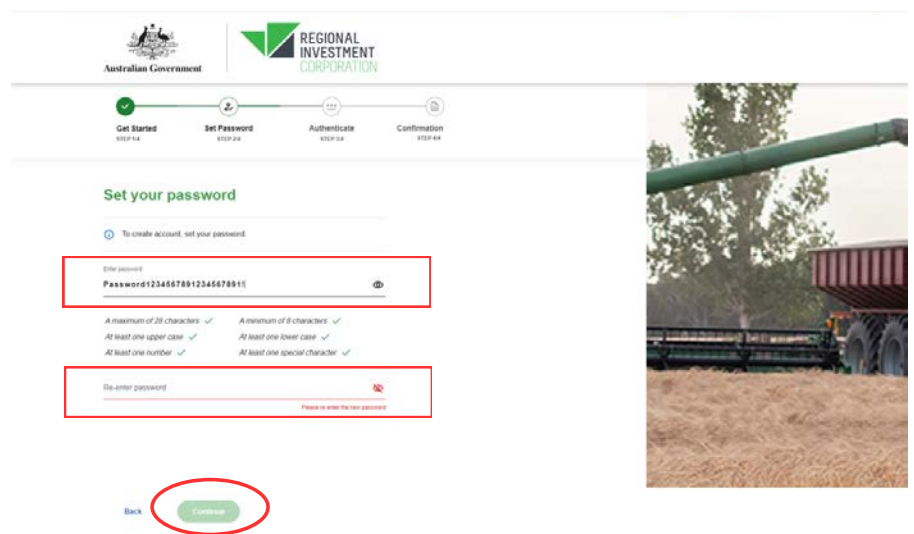
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## 6 | Click **Continue**



## 7 | Set **Password**

Note: Make sure your password meets all the required criteria. All ticks will be green once you have reached criteria.



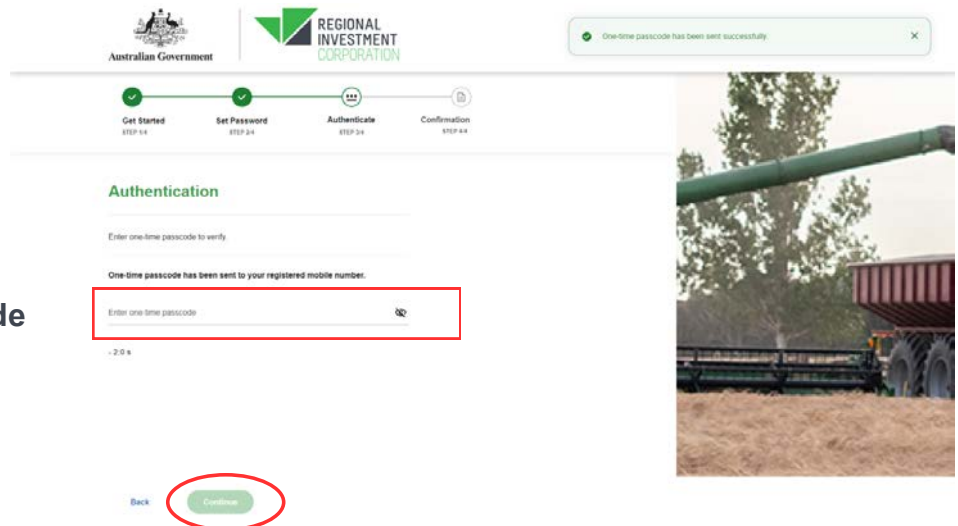
## 8 | Re-enter **Password**

## 9 | Click **Continue**

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## 10 | Authentication

Note: A one-time Passcode will be sent to the mobile number connected to your Customer ID. If you don't receive the one-time code, get in touch with us on 1800 875 675.

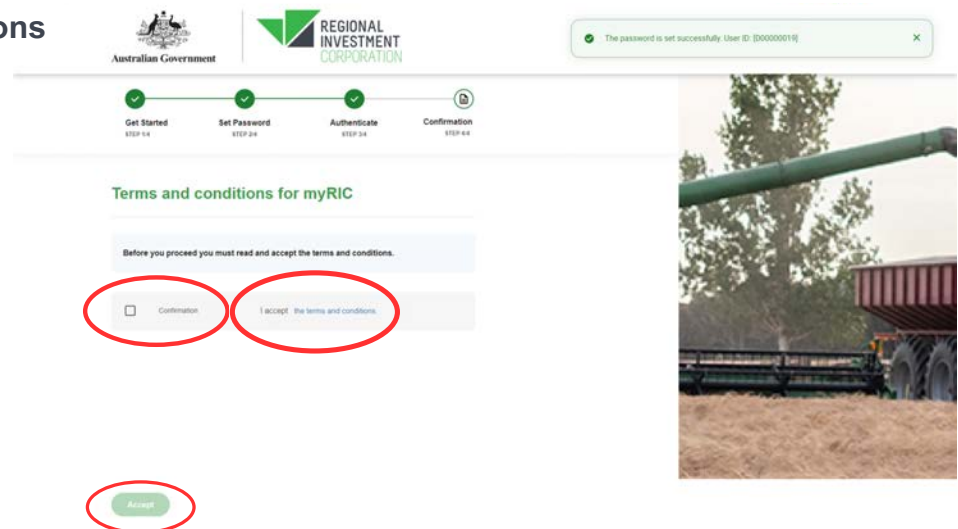


## 11 | Enter One-time passcode

Note: This is time sensitive (2 minutes)

## 12 | Click Continue

## 13 | Read Terms and conditions



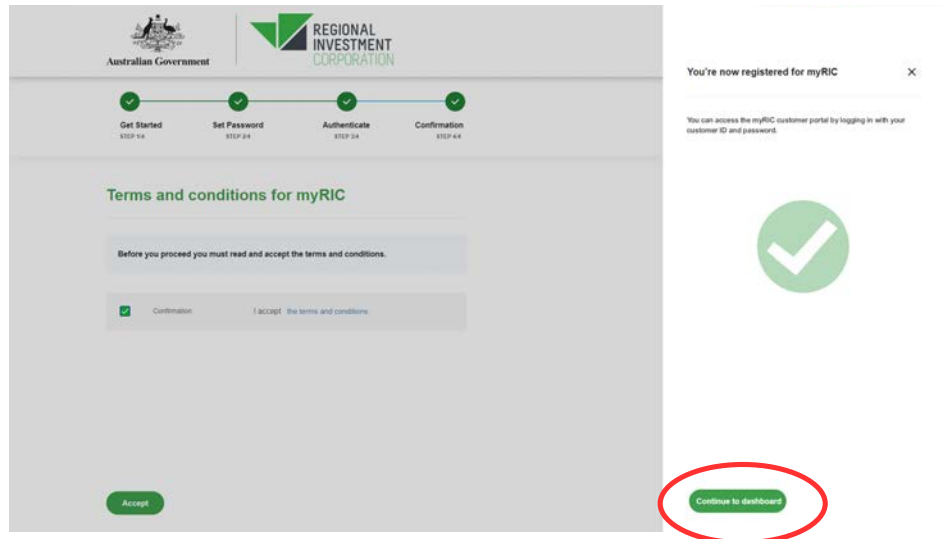
## 14 | Tick Confirmation

## 15 | Click Accept

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## 16 | Congratulations

You're now registered for myRIC





17 | Click **Continue to dashboard**


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## Troubleshooting


### Error message

 The entered details do not match the criteria.

 Error: Customer ID is already registered.  
Login to access myRIC.

 Entered password does not meet the criteria.

 Passwords do not match.

 New passwords cannot be the same as  
previous “3” passwords.


### Solution

Note: The details you entered in the fields Customer ID or date of birth are located on our system, please get in touch with us on 1800 875 675.

Note: You are already registered, please go to Login.

Password criteria:

- A maximum of 29 characters
- At least one upper case
- At least one number
- A minimum of 8 characters
- At least one lower case
- At least one special character

Note: The password typed in Enter password field is not the same as password entered in Re-enter password. To reveal what was entered click and hold the  icon.

Note: You can not use a password you may have used for your login for the last 3 password changes. Please enter a new unique password.