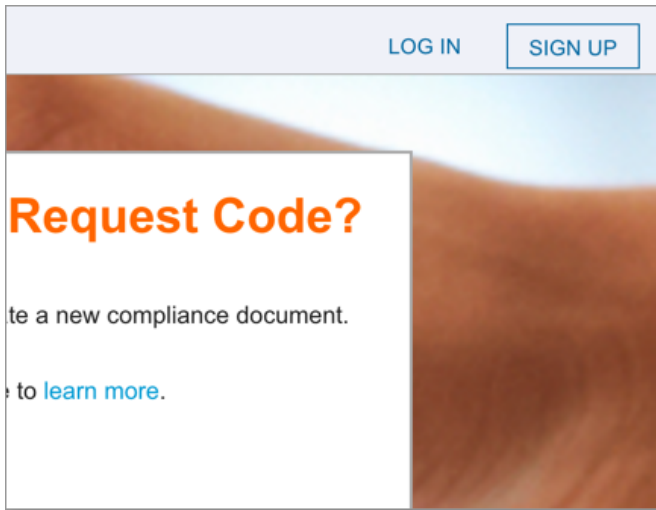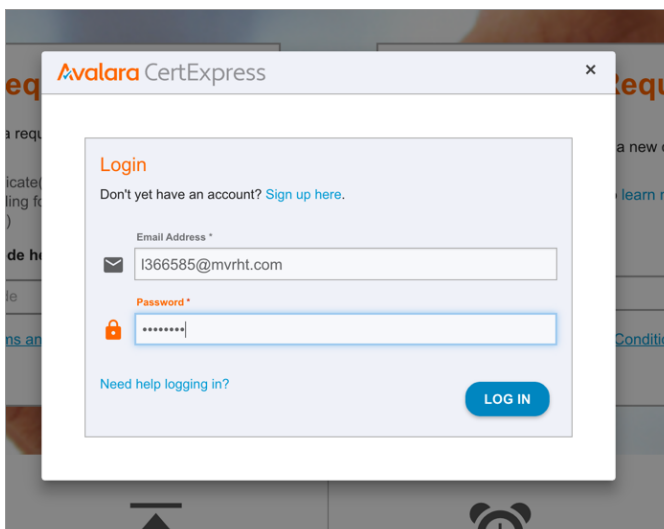# Avalara

Log into your CertExpress Account

You have a CertExpress account and need to log into it. Here's how:
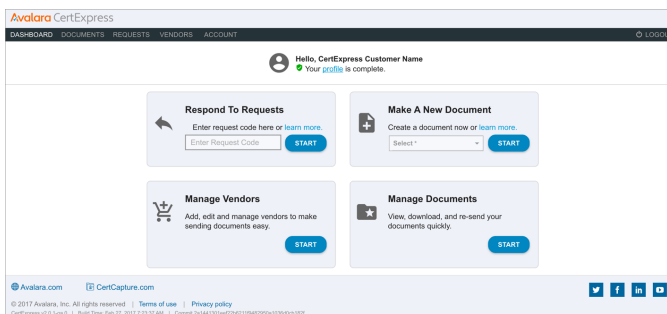
1. In the top-right corner of the landing page, click   LOG IN .

2. Enter your email address and password, and then click   LOG IN .

3. When successful, you're logged into CertExpress and are directed to the DASHBOARD tab of the application. Here's what it looks like:
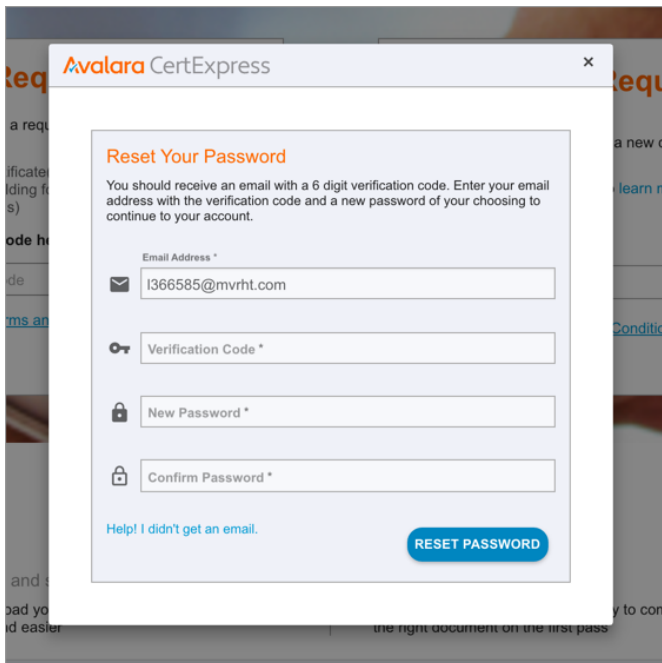
If you have trouble logging in, you may need to reset your password.

1. If so, follow the Need help logging in link. Click REQUEST RESET on the next screen to send a reset message to your email inbox.
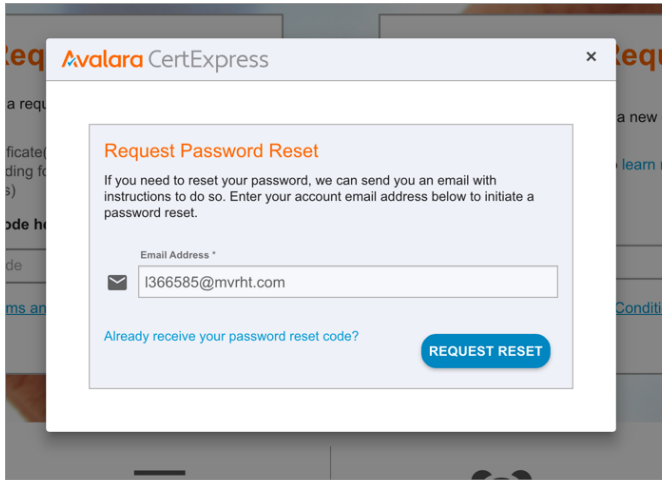
2. Enter the verification code from your email on the next screen, and then enter and confirm a new password. To finalize, click RESET PASSWORD.

You've logged into CertExpress. From here, you may want to send a requested document, create and store a new form, manage your list of vendors, or manage existing compliance documents.