



**Enrolled Agent Tax Experts LLC**  
**US Treasury Department Licensed Tax Practitioners**

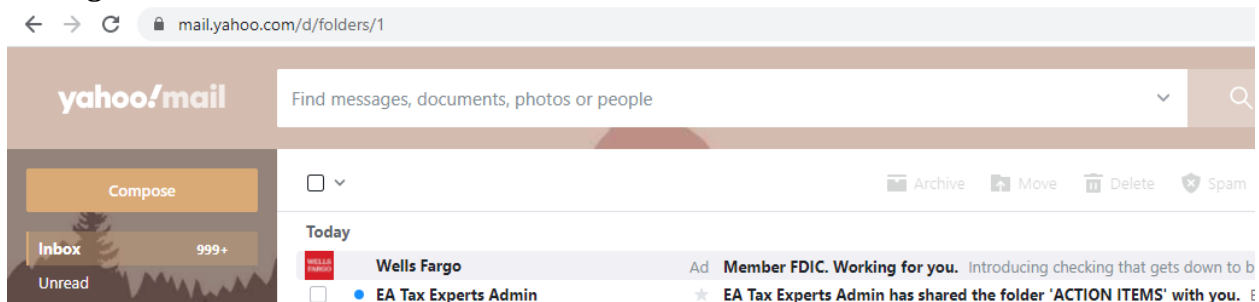
733 Thimble Shoals Blvd, Ste. 170, Newport News, VA 23606

757.310.6808

**Your New ShareFile Account Confirmation**

1. You have paid your setup fee and now a representative at EA Tax Experts has sent you an invite link to your new ShareFile account! If you have not paid your 100 dollar setup fee, follow the [Your New ShareFile Account Request](#) instructions.

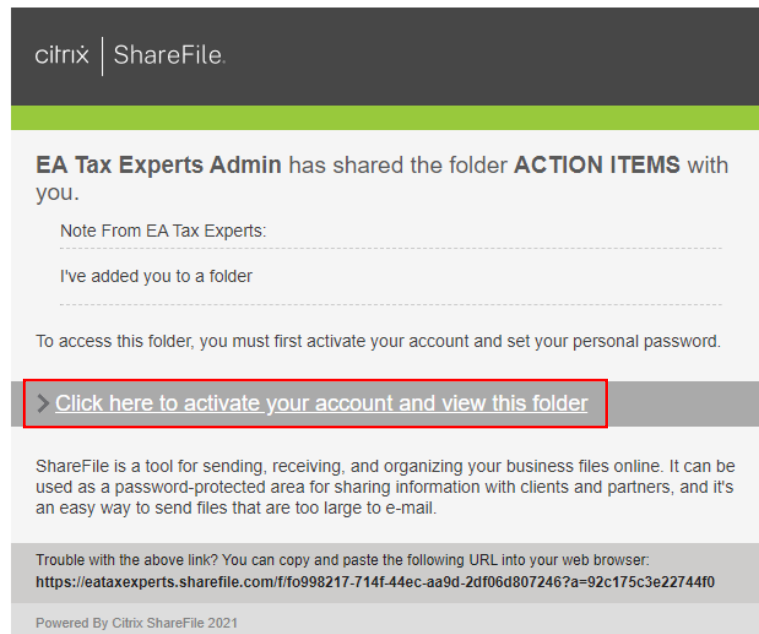
2. Once the account is created, you will receive an email indicating a folder has been shared with you. Open this message.




3. Click on the **'Click here to activate your account and view this folder'** to proceed to login.



External images are now more secure, and shown by default. [Change in Settings](#)



4. After confirming what the representative put in as your name, click "Continue".
  5. Note that your user is your email address and proceed to make a password with the following requirements:
    - a. at least 1 upper case
    - b. at least 1 lower case
    - c. at least 1 number
    - d. at least 1 special characters
    - e. at least 8 characters in length
- Re-enter password again to confirm it. Click "Save and Sign In".



1 2

Welcome! Please confirm your personal information.


First Name: \* \* Required

Last Name: \*

Company:

**Continue**

citrix.



✓ 2

Your username is @yahoo.com.

Please create a password.

Passwords must meet the following requirements:

- × at least 1 upper case letter
- × at least 1 lower case letter
- × at least 1 number
- × at least 1 special characters
- × at least 8 characters in length
- × Passwords should match


We'll also perform an additional strength check on save. ⓘ

Password:   Show Password

Confirm Password:

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6. Type in your Username (your email address) and your new password.
7. Click Sign in!



Email

Password

**Sign In**

Remember Me [Privacy Policy](#) [Forgot Password?](#)

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7. You will then be logged into your account!