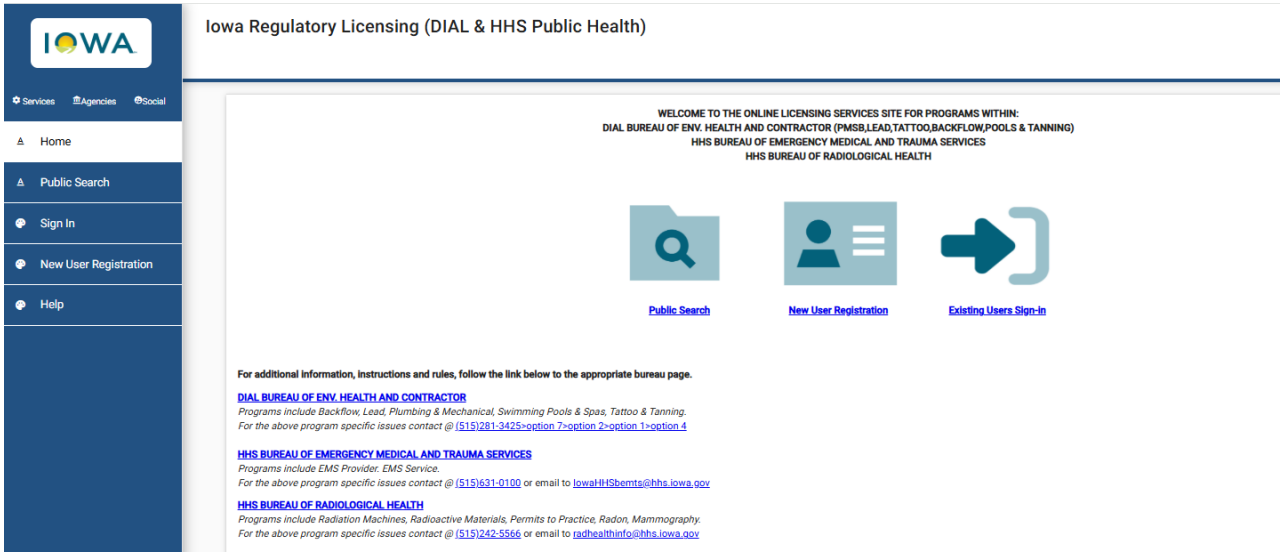
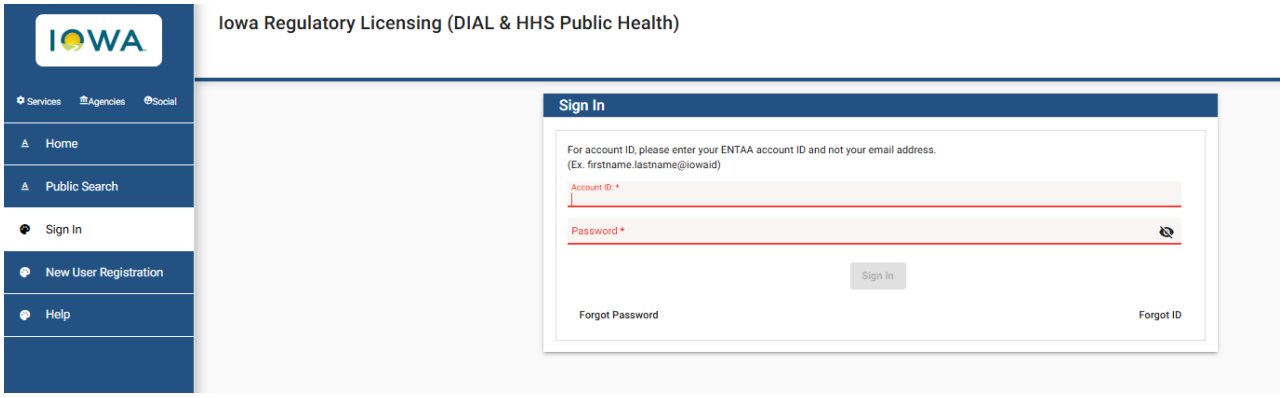
How to Register a Lead Firm

Link to log into the portal
https://amanda-portal.idph.state.ia.us/adpereh/portal

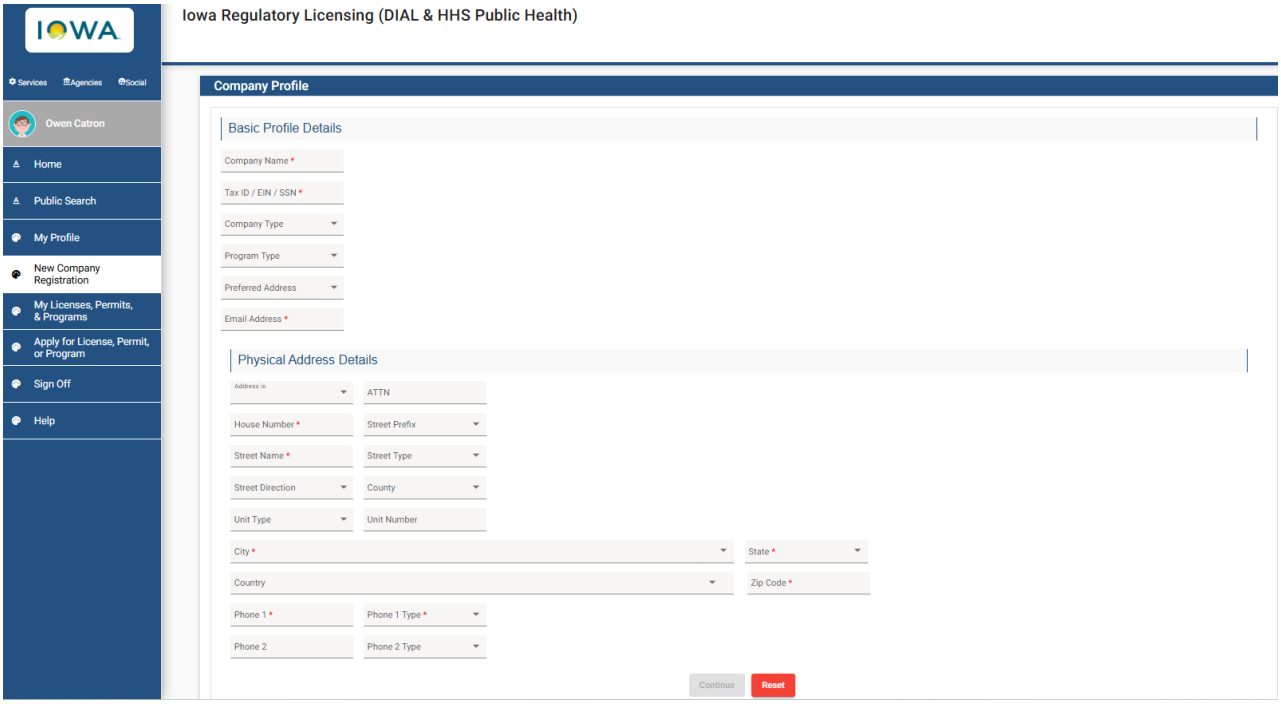
Click **Sign In or Existing Users Sign In**
If you do not know your password, you can use the forgot password link at the top of the page.
For password assistance, contact the help desk at 800-532-1174
Please note: if you do not already have an existing A&A ID account, you will need to click new user registration and create your A&A ID account first.



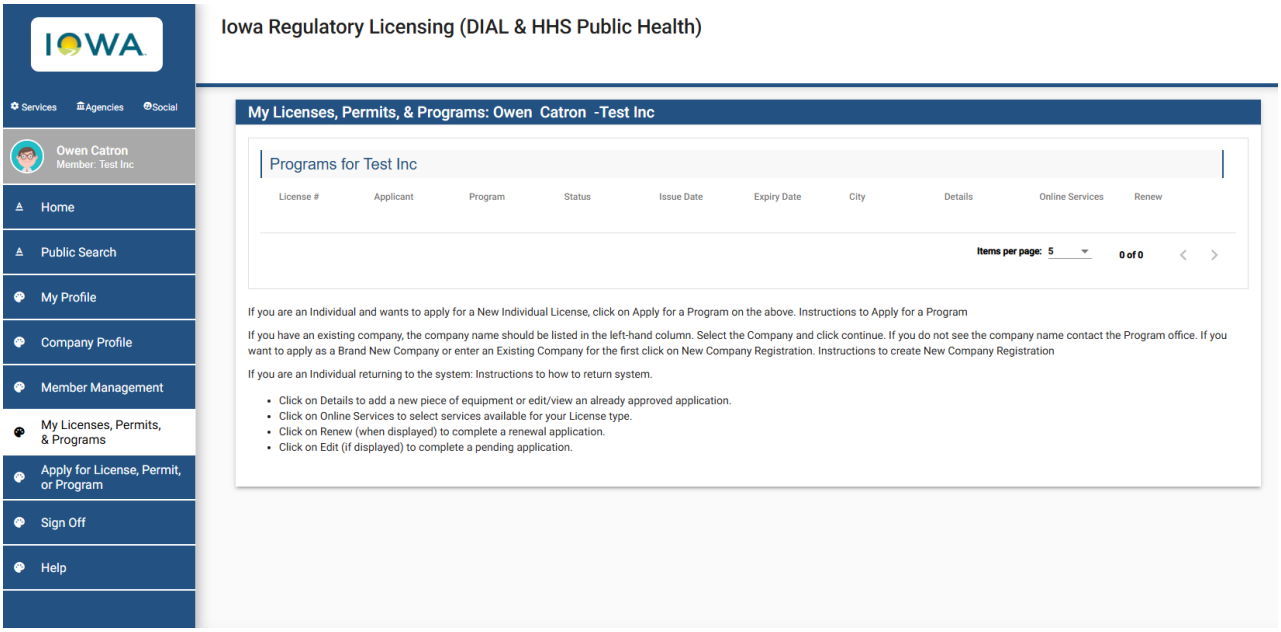


Once you have signed in, you will see your profile page

Click **New Company Registration in the menu on the left side of your screen**



Complete the basic profile details and physical address details TIP: Do not use dashes or spaces when entering your Tax ID/EIN/SSN number

Click **Continue**

You will be taken to your My Licenses, Permits & Programs page for your pmsb company or lead firm where you will complete an application (please see those application instructions).