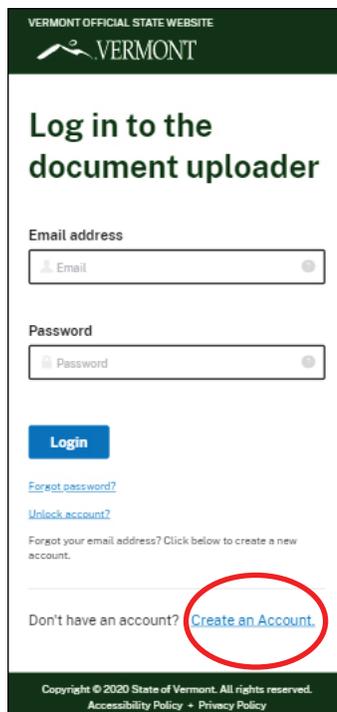


# Create an Account in 3 Easy Steps

## Step 1

- Go to **ahsuploader.vermont.gov** on the internet. Use the newest version of your internet browser.
- On the first page, click **"Create an Account"**.

Note: If you already have an account for the Economic Services MyBenefits portal, please do not create a new account. You can log in, and upload documents, with the same email and password as your MyBenefits portal account.



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### Log in to the document uploader

Email address

Password

[Login](#)

[Forgot password?](#)  
[Unlock account?](#)

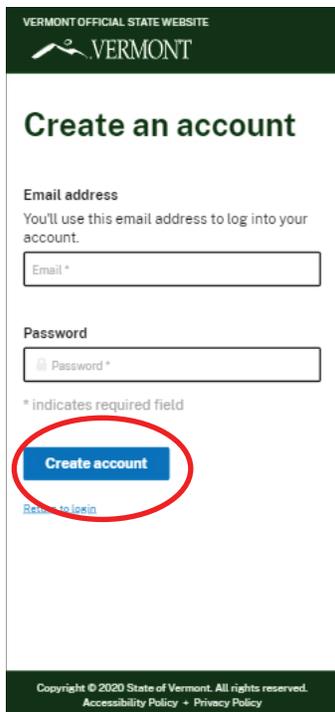
Forgot your email address? Click below to create a new account.

Don't have an account? [Create an Account.](#)

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## Step 2

- You will see a new page. Enter your email address and password for your new account.
- An email will be sent to the email address you gave us. Open the email and click **"Activate Account"**.
- Some users might see a page that says "Vermont Agency of Human Services Portal". If you see this page, click **"Document Uploader"** to continue.



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### Create an account

Email address  
 You'll use this email address to log into your account.

Password

\* indicates required field

[Create account](#)

[Return to login](#)

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## Step 3

- Enter your personal information and click **"Complete account creation"**.
- You will see a screen that says "Your account has been created". Click **"Continue to the document uploader"** to sign in to your account and upload documents.



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[Logout](#)

### You're almost done setting up your account

Fill out your name as it appears on legal documents (like your driver's license or Social Security card).

First name

Last name

Social Security Number

Date of birth  
 For example: 4 / 28 / 1986  
 Month / Day / Year  
 /  /

[Complete account creation](#)

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