

Logging In

Step-by-step instructions for logging in to the LUBA Connect Portal.

★ **IMPORTANT:** All users must create a new account. Your previous credentials will not work.

1



Access the Portal

- Open your browser and go to **lubawc.com**.
- Click **Sign In** at the top-right corner and click **Sign In to LUBA Connect**.

2



Select Profile

- Choose the **Agent Profile** option.

3



Self-Registration

- If you haven't registered for the new portal, click **Register**.

4



Registration Request Form

- Enter the requested information.
- Click **Submit** and wait for the verification email.
- Approval can take 2–3 business days.

5



Verify Your Account

- Check your email for confirmation.
- Follow the instructions to complete the process.



Tip: Registration can take 2–3 business days — register early so you're ready before a deadline.



If you have received new credentials: After selecting profile, click **Sign In** and enter your new username and password to enter the portal.