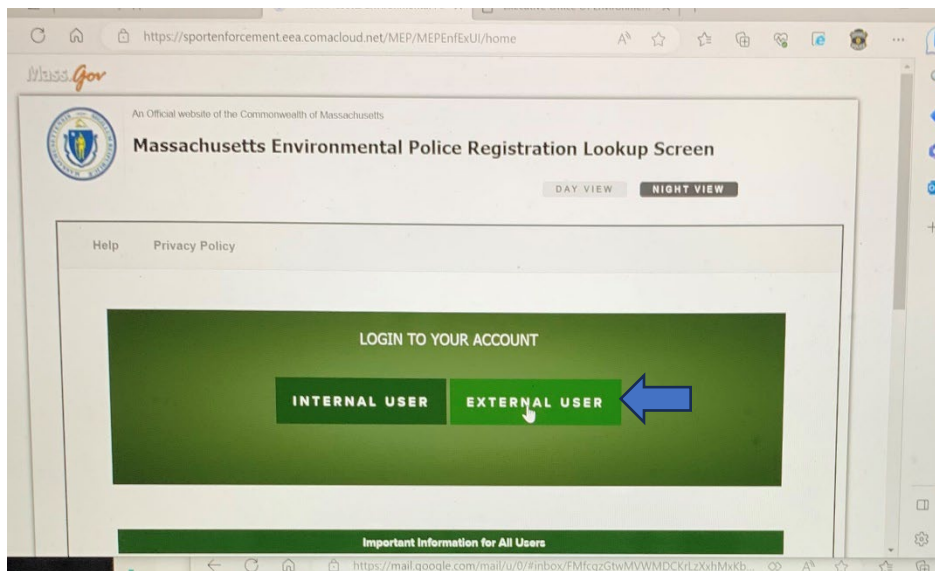


Attention: MEP SPORT Registration Lookup System user

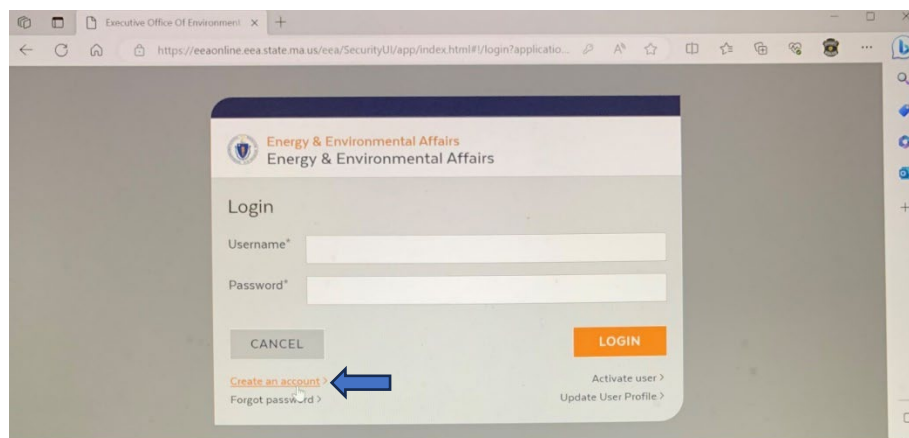
You are receiving this message because you have requested an MEP SPORT Enforcement Lookup account. The SPORT Enforcement Lookup system is hosted by the Massachusetts Environmental Police, Registration Department.

Below, please find the steps that you are required to take, in order to gain access to our system.

1. Go to this URL: <https://sportenforcement.eea.comacloud.net/MEP/MEPEnfExUI/home>
2. Click on the External User button



3. At the login page, click on the link **"Create an account"**.



4. Complete the Sign up page then click the Sign up Button.
Please make a note of the Username and Password and Email that you submit.

The screenshot shows a web browser window with the URL <https://eeaonline.eea.state.ma.us/eea/SecurityUI/app/index.html#/signup>. The page header displays the 'Energy & Environmental Affairs' logo and name. The main heading is 'Sign up'. Below it are several input fields: 'Username*', 'Password*', 'Confirm Password*', 'Email*', 'First Name', 'Last Name', and 'Phone Number'. At the bottom, there are two buttons: '< BACK TO LOGIN' and 'SIGN UP'. A blue arrow points to the 'SIGN UP' button.

5. Follow the instructions on the **“Activate User”** page and click the **“Activate”** button.

The screenshot shows the 'Activate User' page. It features the 'Energy & Environmental Affairs' logo and name at the top. Below the logo is the heading 'Activate User'. A paragraph of instructions follows: 'Please check your email inbox for an activation code. Please enter this code in the activation form with your username to activate your account. If you don't receive the email, please check your spam or junk folder. If your code does not work, please contact us.' Below this are two input fields: 'Username*' and 'Activation Code*'. At the bottom, there are two buttons: '< BACK TO LOGIN' and 'ACTIVATE'. A blue arrow points to the 'ACTIVATE' button. There is also a link 'Resend Activation Code >' at the bottom left.

6. Once you have completed step 5 (above), go to this URL (below) to request account activation:

<https://massgov.formstack.com/forms/sportregistrationlookupaccount>