



**Amplify
Elevate**

HP Partner Portal

Sign In Process

Recover Your Credentials

New User Registration



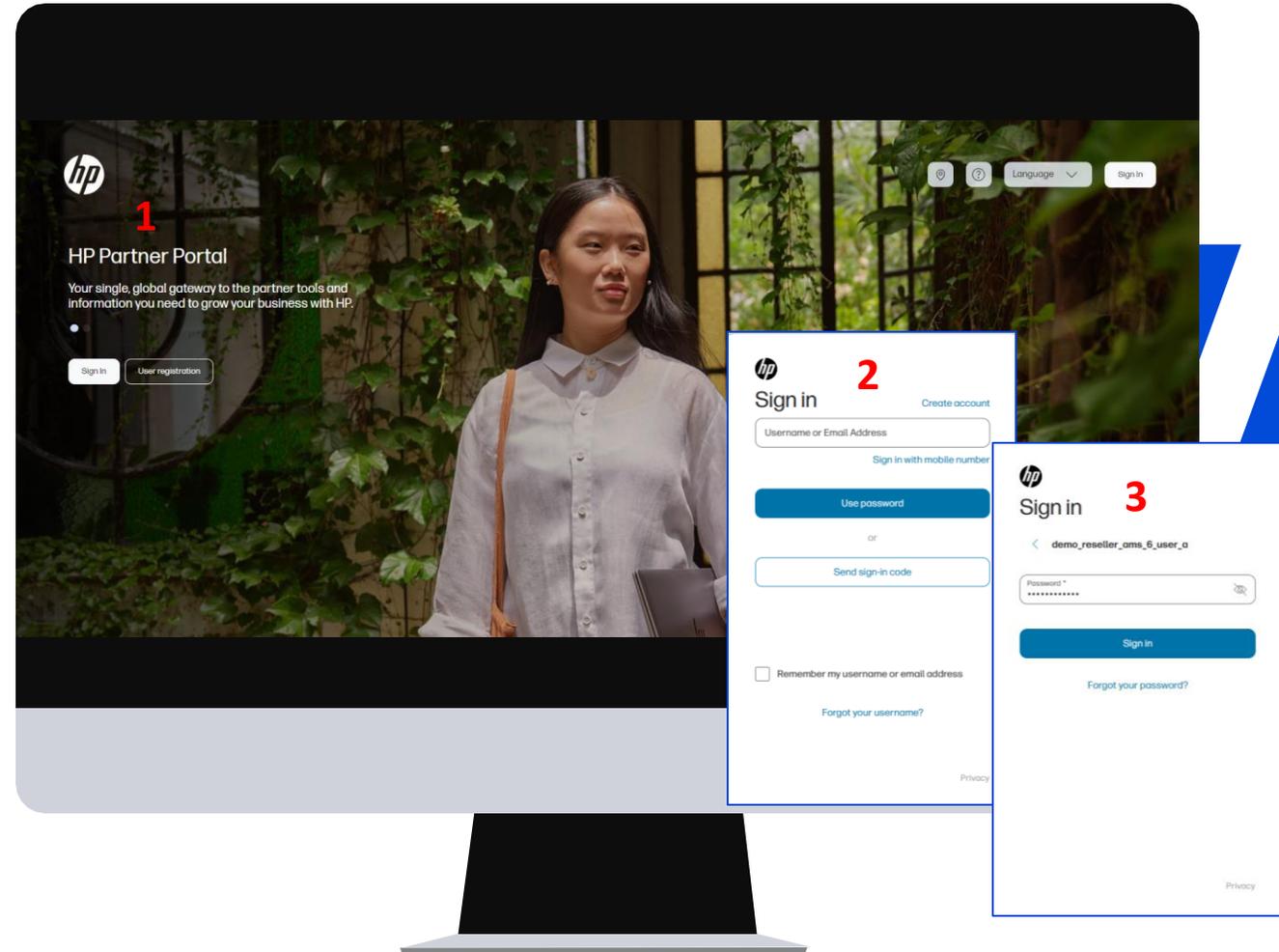
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How to Sign In

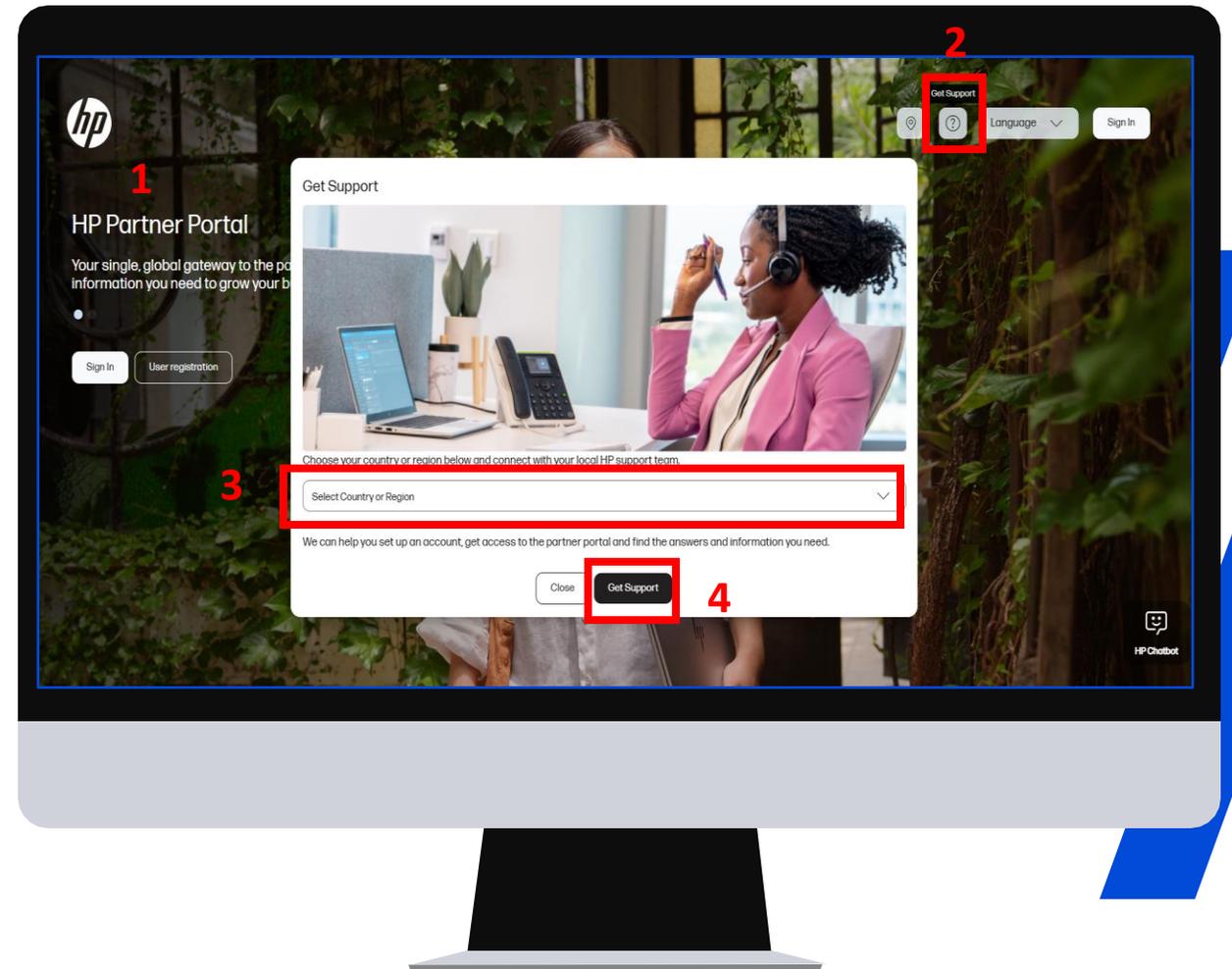
1. Access the **HP Partner Portal** partner.hp.com
2. If you are already an HP Partner Portal user, click **Sign In**, enter your username or email address, and click **Use password**.
3. Enter your password and click **Sign in**.

Note: To change your default language, you must be logged in to the Partner Portal.



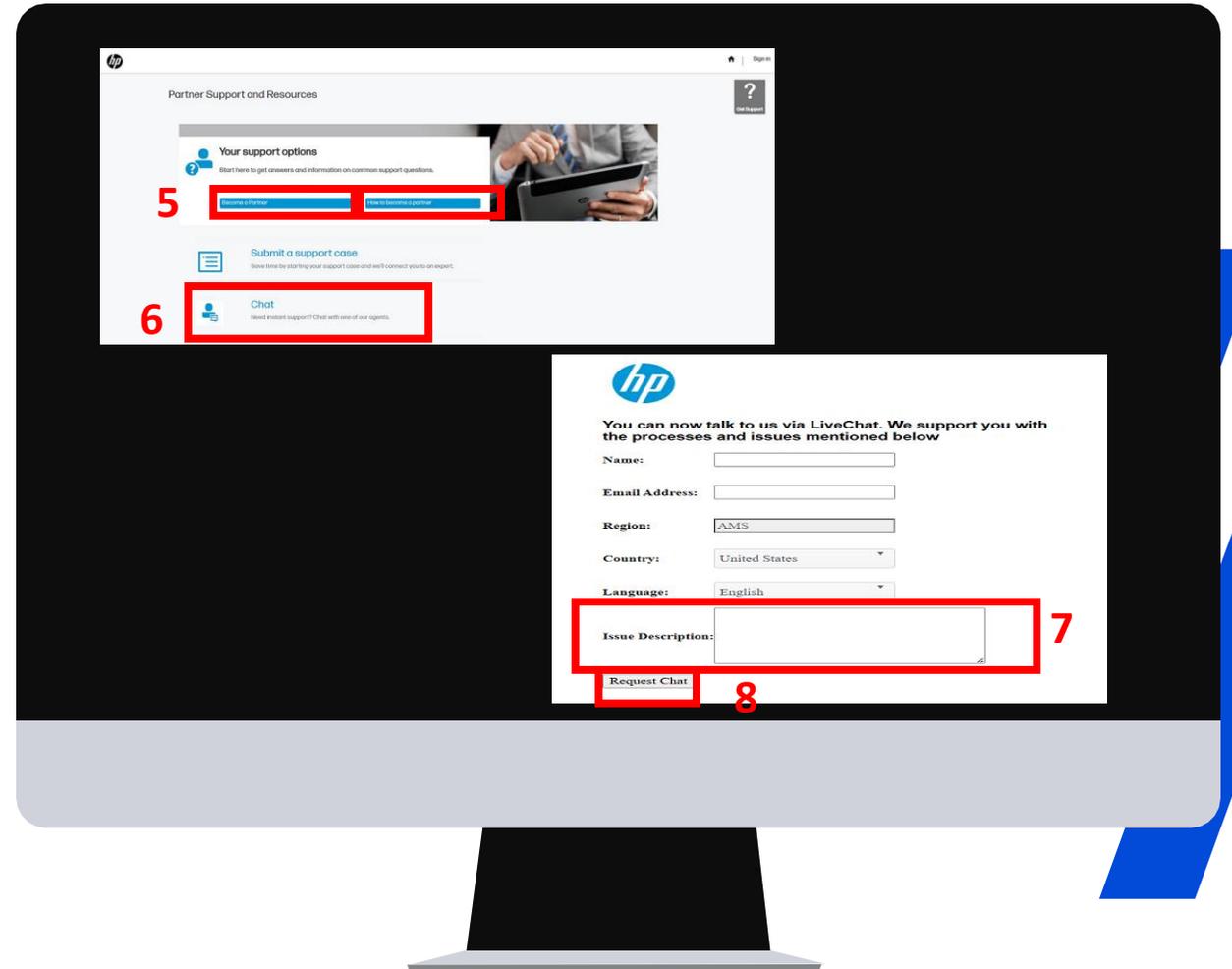
Recover Your Credentials

1. Access the **HP Partner Portal**
partner.hp.com
2. Click on the  (**question mark**) on the HP Partner Portal (located at the top right hand side of the page)
3. Select your **Country** in the drop-down menu.
4. Click on **“Get Support”**



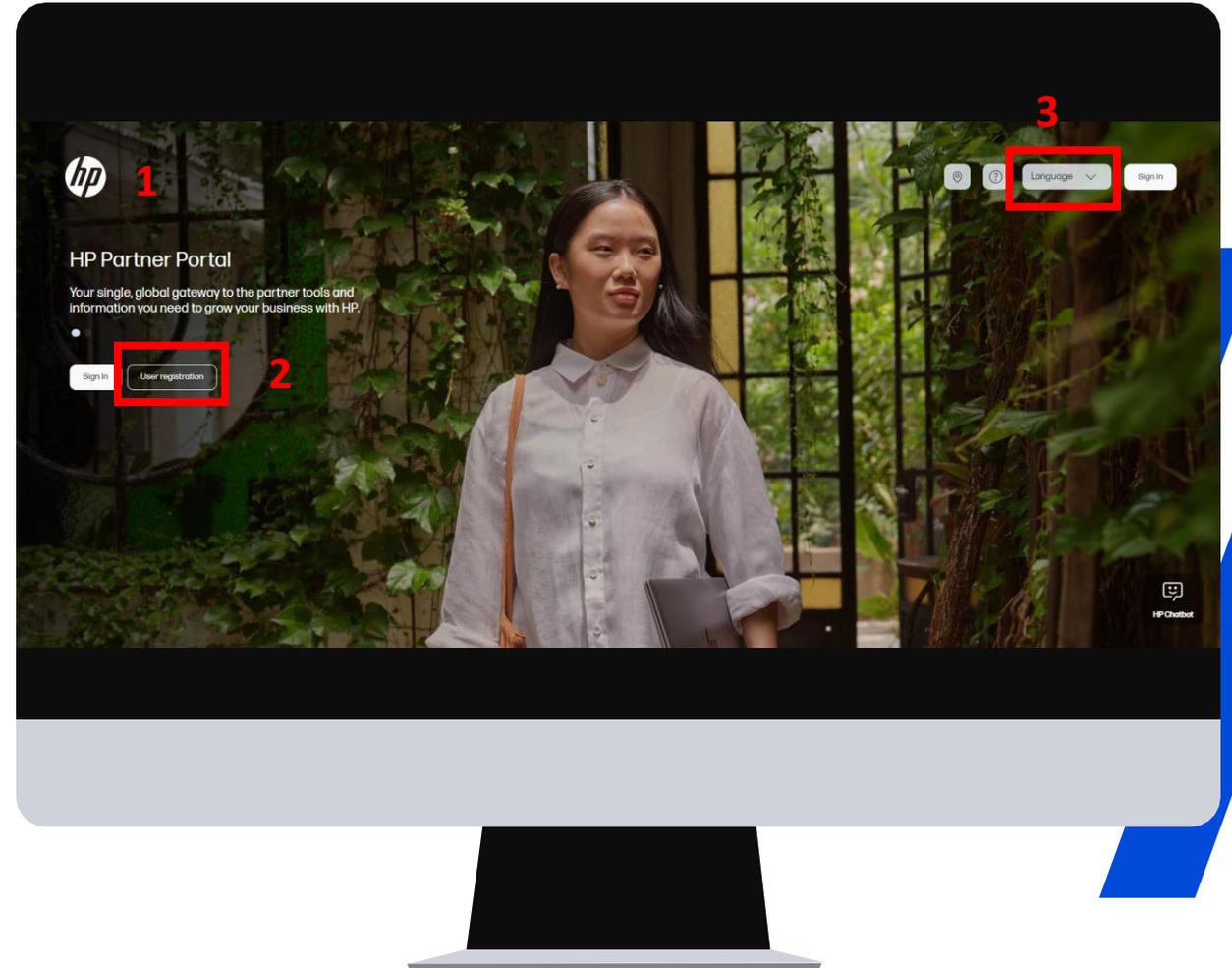
Recover Your Credentials

5. In the “Your support options” box select “**Become a Partner**” and “**How to become a Partner**” in the drop-down menus
6. Click on “**Chat**” to receive instant support
7. Fill in the boxes with your contact information. For the “**Issue Description**” box add the following “I need to retrieve the email address associated with my HP Partner Portal account.”
8. Click “**Request Chat**” and the agent will assist you within the Chat with locating the information.



New User Registration

1. Access the **HP Partner Portal** partner.hp.com
2. To register as a new portal user, click **User registration**.
3. To change the language for the login page, click **Language** at the top right corner of the page.



Create Your HP Account

On the user registration window:

1. Enter your first and last name, business email address, and password.
2. If you want to receive emails from HP with personalized offers, support, and events, click the checkbox.
3. Click **Create**.

Note: Japan has an offline registration process. Prospective users must click the **Get Support** icon from the portal login screen to complete the offline registration process.

The screenshot shows the 'Create account' form with the following fields and elements:

- 1**: Callout pointing to the 'Email address *' field.
- 2**: Callout pointing to the checkbox for 'HP may email me with personalized offers, support updates, and event news.' (The checkbox is checked).
- 3**: Callout pointing to the 'Create' button.

Other visible elements include: 'Create account' title, 'Sign in' link, 'First name *' and 'Last name *' fields, 'Password *' field with an eye icon, and a privacy notice: 'Your HP account identity information is used in accordance with the HP Privacy Statement.'



Verify Email Address

The HP Partner Portal automatically sends a verification code to the email address used to register.

1. Enter the verification code (a six-digit numeric code).
2. Click **Verify** to confirm your email address is correct.
3. To resend the six-digit numeric code, click **Resend message**.
4. To change your email address, click **Change email address**.

The image shows two overlapping screenshots of the HP Partner Portal email verification process. The top screenshot, titled "Verify email address", features the HP logo and instructions to check email for a message from HP. It includes a "Resend message" button (callout 3) and a "Change email address" button (callout 4). Below these is an information box stating that users can request a new verification message or change their email address. At the bottom, there is a text input field for the "Enter six-digit verification code" (callout 1) and a "Verify" button (callout 2). The bottom screenshot, titled "Verify your email address", instructs the user to select the "Verify" button. It provides a URL for copying and pasting into a browser window, with a note that the link expires in 48 hours. Below this, there is a text input field for the 6-digit code (callout 1) and a note that the code expires in 15 minutes. The footer of the email contains a disclaimer and copyright information for HP Development Company, L.P.

Complete Your Account

On the “Complete your account” page:

1. Add your mobile number for a secure and personalized experience.
2. Select your country or region.
3. Click **Continue**.

hp

Complete your account

For a personalized and secure experience, we recommend adding your mobile number.

1 +65 Mobile number

2 Country or region Singapore

HP may email me with personalized offers, support updates, and event news.

3 Continue

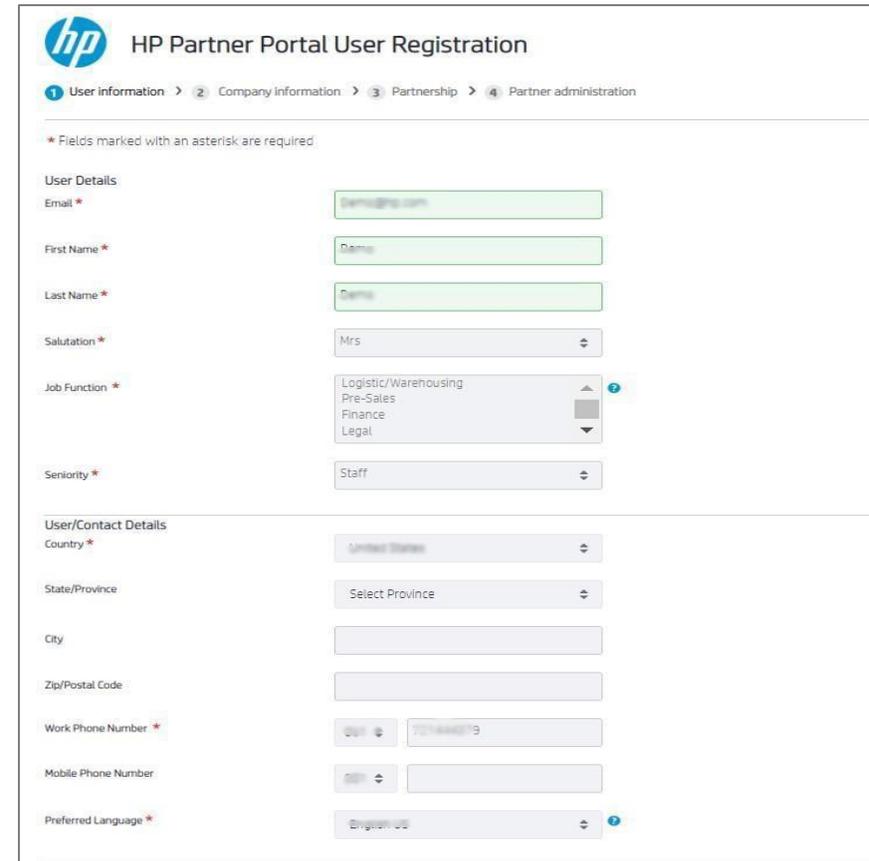
Privacy

User Details

Provide user details and contact information:

- 1. Registration form:** This form auto populates four fields from the “Create your HP account” window: Email, first name, last name, and country.
- 2. Complete the form:** Submit the form to register to access the HP Partner Portal.

Note: Asterisks (*) indicate mandatory fields in the form.



The screenshot shows the 'HP Partner Portal User Registration' form. At the top, there is a navigation breadcrumb: 1 User information > 2 Company information > 3 Partnership > 4 Partner administration. Below this, a note states: '* Fields marked with an asterisk are required'. The form is divided into two main sections: 'User Details' and 'User/Contact Details'. The 'User Details' section includes fields for Email (demo@hp.com), First Name (Demo), Last Name (Demo), Salutation (Mrs), Job Function (Logistic/Warehousing), and Seniority (Staff). The 'User/Contact Details' section includes Country (United States), State/Province (Select Province), City, Zip/Postal Code, Work Phone Number (727-444-8119), Mobile Phone Number, and Preferred Language (English US). Asterisks (*) are placed next to the Email, First Name, Last Name, Salutation, Job Function, Seniority, Country, and Preferred Language fields.

Confirm Preferences

Confirm your communication preferences by entering the authentication code.

1. Select your communication preferences.
2. Enter the authentication code.
3. Click **Next**.

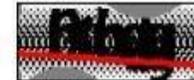
Do you consent to HP contacting you with additional offers, support updates, and news?

Please indicate your preferences below:

Email *	<input type="radio"/> Yes	<input type="radio"/> No
Mail *	<input type="radio"/> Yes	<input type="radio"/> No
Call *	<input type="radio"/> Yes	<input type="radio"/> No
SMS *	<input type="radio"/> Yes	<input type="radio"/> No
FAX *	<input type="radio"/> Yes	<input type="radio"/> No

Work Phone Number
This phone number will be used for any portal information and communication.

Security Check *



* Type verification code:

Company Information

1. Fill in the form with the requested details and complete the Security Check. For an exact match, fill in the **Company Name** and **Locator ID**.
2. Type the verification code and click **Search**.

hp HP Partner Portal User Registration

1 User information > 2 Company information > 3 Partnership > 4 Partner administration

Company Search

Please filter your search by entering at least the Locator ID, Tax ID, or Company Name

Locator ID

Tax ID

Company Name *

Country *

City

Zip/Postal Code

Security Check * 

* Type verification code:

Note: Mandatory fields are indicated with an asterisk (*).

Additional Information

Company information

- You will see a list of companies if there is a match.

Location information

- If more than one record appears, select your current location.
- Click **Submit** to request approval from your company's Partner Portal Administrator (PPA).

1 User information > 2 Company information > 3 Partnership > 4 Partner administration

> Company Search

Select your company

Select	Company Name	Country	Sell To	Physical Address	Company URL
<input checked="" type="radio"/>	Your Company Name	Your country	Your country	Your company Physical Address	Your Company URL
<input type="radio"/>	Pro_Presto MSA	Australia	Australia		
<input type="radio"/>	Royal DISTRIBUTORS PROPRIETARY LIMITED	Australia	Australia		
<input type="radio"/>	Royal IT	Australia	Australia		
<input type="radio"/>	Conwell Retail Physical	Australia	Australia		

Company not found?

[Register a New Company](#)

[Cancel](#) [Previous](#) [Next](#)

1 User information > 2 Company information > 3 Partnership > 4 Partner administration

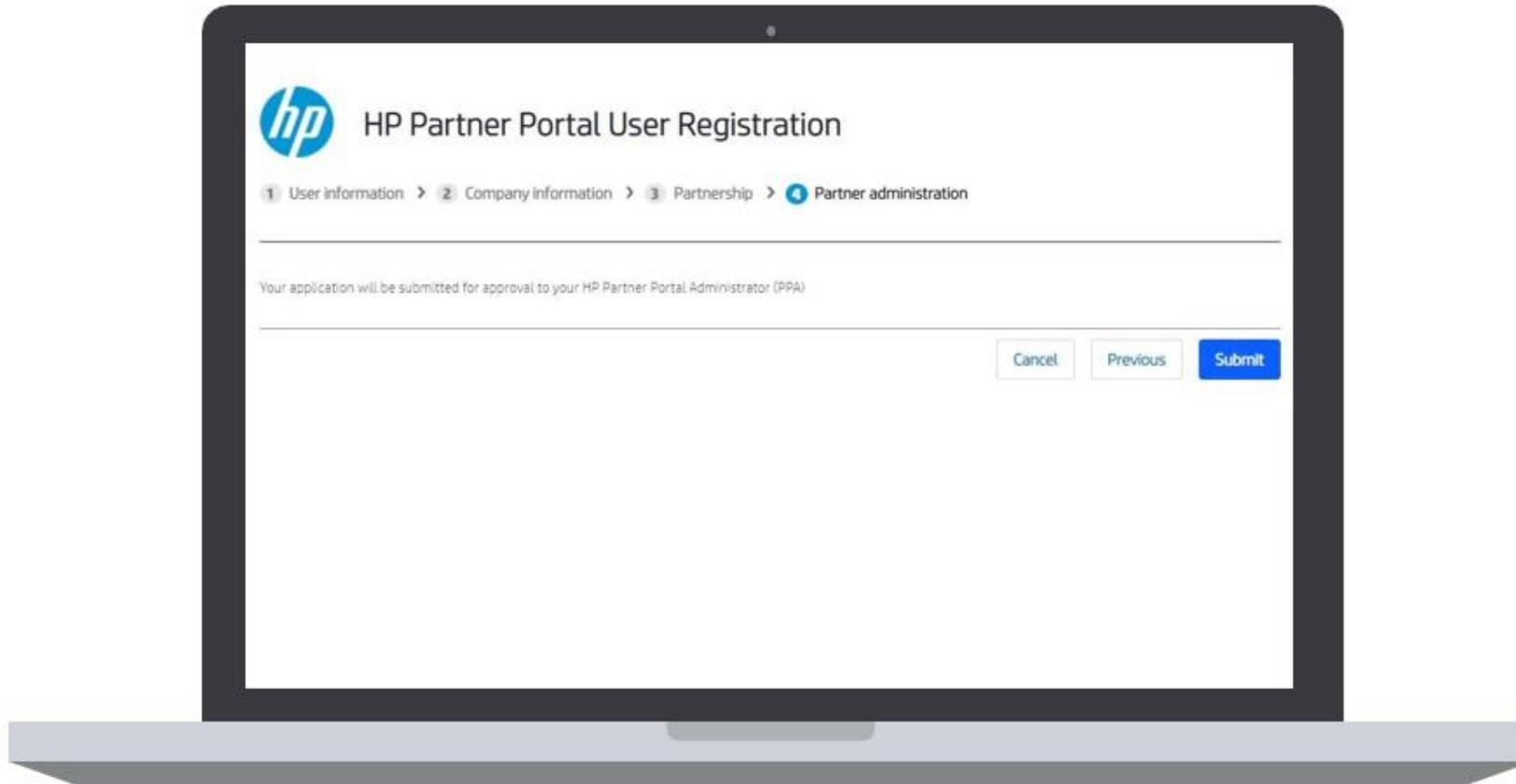
Your Company Information

Select one of the options below

Select	Company Name	Address	Relationship Type
<input checked="" type="radio"/>	Your Company Name	Your company address	Commercial Distributor Authorized distributor who manages inventory and distributes a complete line of products and services from industry-leading manufacturers to numerous resellers, including contract stationers.

[Cancel](#) [Previous](#) [Next](#)

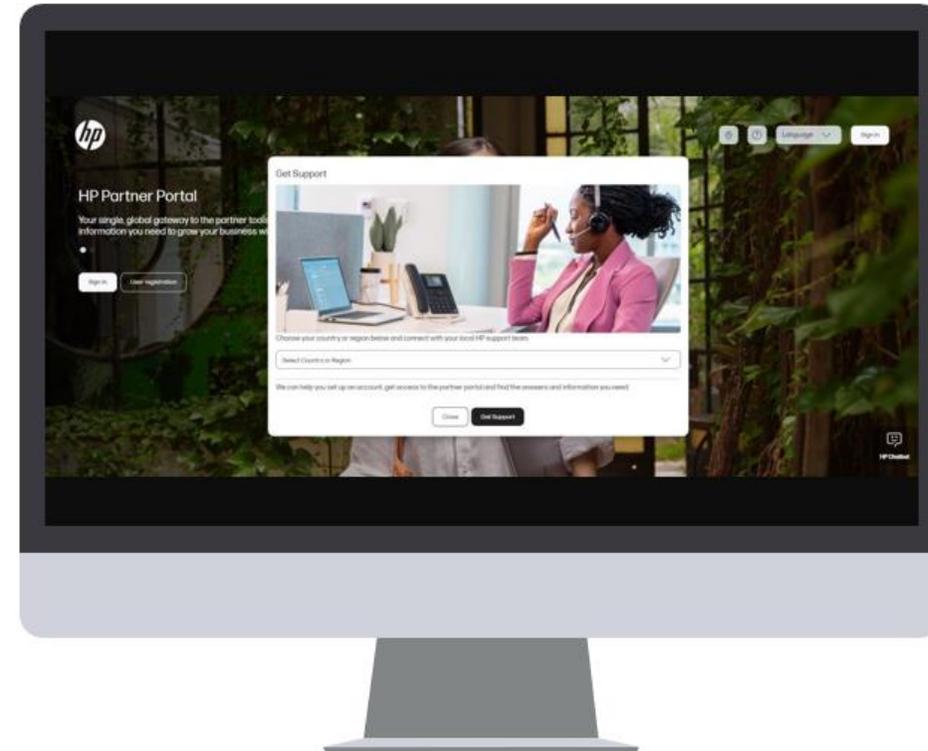
HP Partner Portal User Registration



Get Support

If you encounter any issues in the registration process, click the **Get Support** icon at the top of any portal page.

1. Click the **Get Support** icon on the right side of any portal page, including the login page.
2. Select your **Country/Region** from the drop-down menu.
3. Click **Get Support**.
4. Contact your organization's Partner Portal Administrator (PPA) to request your account approval.



How to Become a Partner

1. Access the HP Partner Portal landing page at partner.hp.com.
2. Click **Apply** to become an HP partner.



Thank you



