

## EFAST REGISTRATION INSTRUCTIONS

The Department of Labor (DOL) is requiring all 5500 forms be filed electronically beginning in 2010. As such, if you have not previously registered an email address with the DOL, you must obtain "Filing Signer" status on the DOL's website by completing the steps below.

1. Visit [www.efast.dol.gov](http://www.efast.dol.gov)
2. Click Sign In/Sign Up and follow prompts.
3. Enter your profile information – select "Filing Signer" as User Type
4. Print the screen with your User ID and PIN number and keep it in a safe place. **You will need these in the future to electronically sign the IRS Form 5500.**

You will receive further instructions to electronically file IRS Form 5500.