How to Register in IUB 24/7
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SUMMARY
Registering in IUB 24/7 allows you to create and maintain your account. You can enter or update your contact information and change your password. Your IUB 24/7 account also replaces your Electronic Filing System (EFS) registered user account, which is used to log in and upload filings as a registered EFS user.

INSTRUCTIONS
A required field in the record is designated with an asterisk (*).

1. Log in to IUB 24/7

To log in:

a. Go to the website [https://iub247.iowa.gov](https://iub247.iowa.gov)
b. Click the Register button.
c. A pop-up box will appear. Enter your first and last name, email address and password. Click Register.

d. You will receive this message: “Successfully signed up. Please check your email, confirm your account, then sign in.”

If there is an existing IUB 24/7 user record with the same email address, an error message will show when you click Register:
e. Here is an example of the confirmation email. Click on the link provided.

![Confirmation email example](image1)

f. When you click on the ‘Confirm my account’ link, you will be taken back to the Login screen. Click Login.

![Login screen](image2)
2. Complete Your IUB 24/7 User Account

a. Fill in your Iowa Utilities Board User Profile details. A required field in the record is designated with an asterisk (*).

b. Click Update Profile.