



IDs, passwords and PINs

User ID and password

Use these identifiers to log on to the website.

Your User ID is a nine-digit number.

You need to log on before using any online service.

Your password is seven alpha-numeric characters and is case sensitive.

[Read more...](#)

SPG ID and password

When a secured party creates a Secured Party Group on the PPSR, that identity is assigned its own unique SPG ID and password. You will be prompted for these identifiers when you choose to register, maintain, or discharge a financing statement.

Your SPG ID is a four or five digit number.

You will also need to enter these identifiers to make any changes to the Secured Party Group information on the website (such as an address change) or to generate reports. **This information should be stored securely by the secured party.**

Your password is eight alpha-numeric characters and is case sensitive.

[Read more...](#)

Financing Statement Registration Number

The Financing Statement Registration Number is a unique identifier assigned to a financing statement when it is registered.

The Financing Statement Registration Number is 16-characters long beginning with the letter F.

It is visible to anyone searching the PPSR. The secured party must enter this reference number along with the Financing Statement PIN when maintaining or discharging a financing statement.

It may contain the numbers 0 and 1 but it will never contain the letters O and I.

[Read more...](#)

Financing Statement PIN

The Financing Statement PIN is a unique access code assigned to a financing statement when it is registered.

The Financing Statement PIN is an eight-digit number.

The secured party must enter this PIN (along with the Financing Statement Registration Number) when maintaining or discharging a financing statement. **This PIN should be stored securely by the secured party.**

Debtor PIN

This PIN is assigned to a financing statement when it is registered and is included on the verification statement.

The Debtor PIN is an eight-digit number.

The Debtor PIN is required if a debtor (or a person with an interest in the collateral) needs to lodge a change demand to seek a discharge of, or a correction to, a financing statement.

The debtor, or a person with an interest in the collateral, may request the debtor PIN from the secured party or from the Registrar of Personal Property Securities.
