

Setting up your eFiling System account

Two different types of accounts can be set up with the AUC to access the eFiling System.

1. Organizational accounts are for applicants, utility companies, municipalities, Indigenous groups, law firms, consulting organizations, and associations. Each user in the organization has their own account under the organization's name.

A representative from an organization can request an organizational account by contacting the AUC at info@auc.ab.ca with the following information:

- organization name
- address
- name, email address and phone number of the person to be assigned as the organization's eFiling System administrator

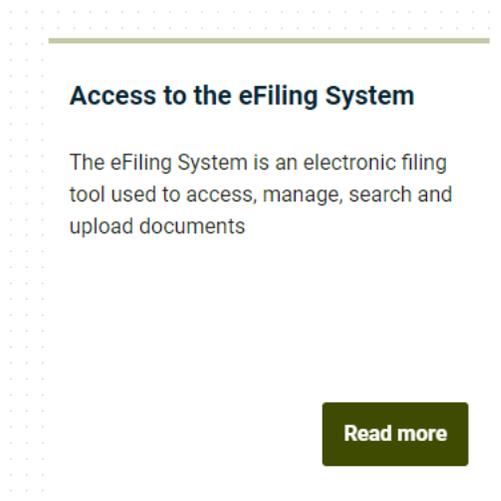
AUC staff address requests for organizational accounts quickly; however, please contact us at 310-4282 if you have any questions or concerns.

Do not set up a single-user account if your organization has an account and you are unable to contact your administrator for assistance or access to the account. Please contact the AUC at 310-4282 or info@auc.ab.ca and we will assist you.

2. A single-user account is an account for a single person or a household with the same interest.

To set up a single-user account go to the AUC website www.auc.ab.ca.

Click on the Access to the eFiling System "Read more" box on the home page.



Access to the eFiling System

The eFiling System is an electronic filing tool used to access, manage, search and upload documents

[Read more](#)

Select “New personal account” or “New organizational account” and fill out the associated information form:

Login

Login ID

Password

[New personal account](#)

[New organizational account](#)

[Forgot password](#)

After completion, a password will be sent to the email address you provide.

If you have any questions or need help, please feel free to contact us 310-4282 or info@auc.ab.ca.