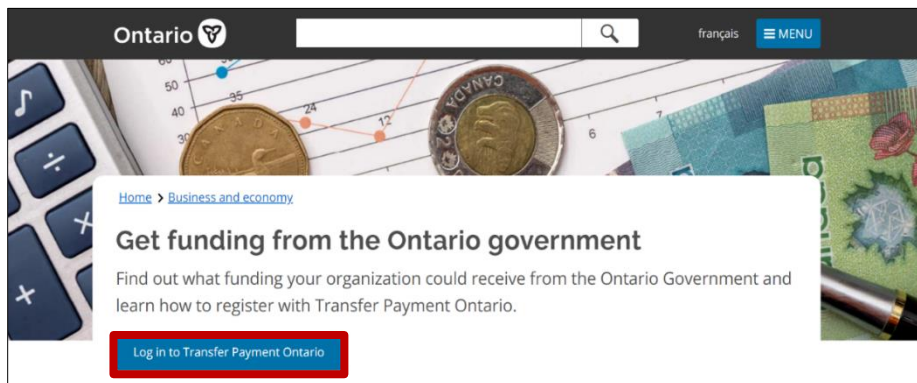


Creating a ONe-key Account

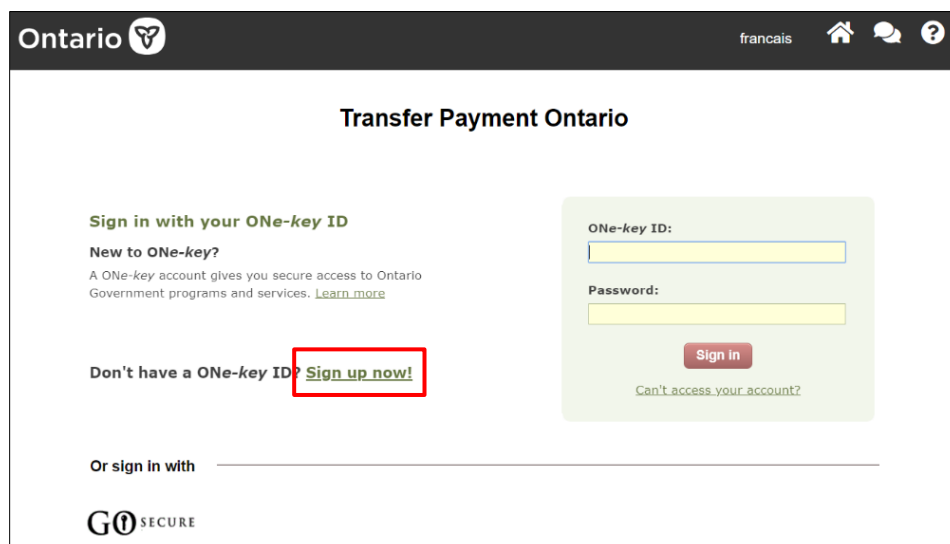
Creating a ONe-key Account

1. Navigate to [Get funding from the Ontario government](#) using a Google Chrome web browser.
2. From the home page, select the **LOG IN TO TRANSFER PAYMENT ONTARIO** button.



1 Get funding from the Ontario government

3. The Transfer Payment Ontario (TPON) login page appears. Select **SIGN UP NOW!**



2 One-key Sign-in Page

Creating a ONE-key Account

- The **ONE-KEY ACCOUNT REGISTRATION** window will appear. Complete all required fields and select **SIGN UP**.





The screenshot shows the 'ONE-key Account Registration' page. At the top, there is a navigation bar with the Ontario logo, the text 'francals', and icons for home, chat, and help. The main heading is 'Transfer Payment Ontario'. Below this is a green header for 'ONE-key Account Registration'. The first section is 'Create your ID and Password', which includes three mandatory text input fields: 'Choose your ONE-key ID:', 'Password:', and 'Confirm your password:'. There is a checkbox for 'I accept the Terms and Conditions of Use and I have reviewed the Notice of Collection'. Below this is a link for 'Need assistance?' with contact information. The second section is 'Password Recovery Info', which includes three mandatory dropdown menus for 'Security Question 1', 'Security Question 2', and 'Security Question 3', each with a corresponding 'Refresh Questions' button and a text input field for the answer. The third section is 'Optional ID Recovery Info', which includes a text input field for 'Email Address:'. At the bottom left is a 'Cancel' link and at the bottom right is a red 'Sign up' button.

3 ONE-Key Account Registration Page

Note: If you forget your ONE-key ID or password your account cannot be recovered, and you will have to create a new account. We strongly recommend you keep your ID and password in a safe place.

- Once you have successfully registered your ONE-key account, a confirmation page appears with your ONE-key ID. Select **CONTINUE**.

Creating a ONE-key Account

Ontario  français   

Transfer Payment Ontario

Confirmation

You have successfully registered your ONE-key account. Your ONE-key ID is **tptester**

A confirmation email will be sent to **Test@test.ca**

ONE-key gives you secure access to Ontario Government online services. You can login at any time on the ONE-key portal to manage your ONE-key account (change ID, change password, change language preferences, etc.) and to enrol for accessing the available online services.





Please print this page for your records and store it in a secure manner. Do not share your ONE-key ID or password with anybody.

[Continue](#)

Need more assistance? Please call ServiceOntario at 416-326-1234 (GTA) or 1-800-267-8097.

4 Confirmation Page

6. In the **TRANSFER PAYMENT ACCOUNT** page, complete all required fields and select **SUBMIT**.

Ontario  français   

Transfer Payment Account

To create your Transfer Payment Account, provide the information required and click the 'Submit' button.

Note: All fields marked by an asterisk (*) must be completed.

First Name *

Middle Name/initial

Last Name *

Email Address *

Re-type Email Address *

Invitation Number

[Clear](#) [Submit](#)

This site is maintained by the Government of Ontario

[Cancel Registration](#)

5 Transfer Payment Account Page

Once your access to Transfer Payment Ontario has been granted, you will be able to register or join your organization. For further details, see [Registering an organization](#) or [Joining an existing](#).