

# Supplier Guide: Logging in to Open

## Welcome

This training guide has been developed to help suppliers understand how to log in to Open.

You need to have registered before being able to login to Open.

If you have not yet registered, please use the following guides to set up an account:

- Create a Company Account
- Create a Regional Office
- Join an Account



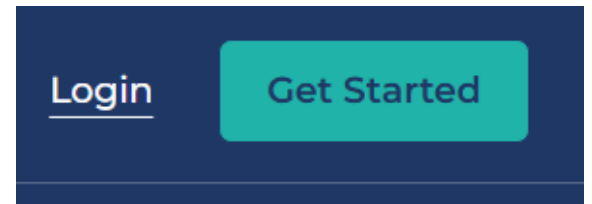
1

Go to the **Open homepage**:  
[www.open-uk.org](http://www.open-uk.org)



2

Select **Log In** from the top right-hand corner of the homepage.



3

A new sign in page will open. Enter your **email address** and **password** used to register with Open and click **Login**.

*Note: If you have not yet registered, click Create an Account in the top right-hand corner and refer to Guide 1: **Create a Company Account**.*

*If you cannot remember your password, click **Forgot password** and follow the instructions from the email you will receive from [notifications@open-uk.org](mailto:notifications@open-uk.org).*

## Welcome back

Login to your account

Email Address

Password

[Forgot password?](#)

Login

Please Note: Any scheduled maintenance to Open will take place on a Monday 17:00 – 18:30 GMT. Open may be unavailable during this time but please do check back again outside of these hours for access.



