

How to Get Your Covid Vaccination Pass

1. On your device/computer go to the website at <https://www.my covid record.health.nz>
2. You will see an option to "**Sign Up**". Click on this and then click on "**Continue**".
3. The next page will offer you the option of signing up through your **Real Me** account or your **Email Address**. Unless you have a Real Me account and are confident in its use then **click on the Email option**.
4. You will be sent to a screen that asks you for your email address and other personal information. Carefully enter your email address and any other information that is asked for. To do this you will also need to have your passport or your driving licence handy as you will be asked to enter information from one of these documents to prove your identity. At some point you will need to choose a long password. (Shorter if it contains some numbers and upper case characters) Don't forget this password!!! At the end there will be a box for a verification code. You will not be able to proceed further until you have this code which will be sent immediately by email.....
5. So once you have sent the required information to the site it will send you a verification email with a code; so check your email. (Do this without closing your My Covid Record page - just minimise it or check your email on a different device)
6. Enter the code in the verification box on your My Covid Record Page and click on the button. This will take you to your vaccination page. You are registered! (Next time you visit the site you will just need to click the "Log in" option and have your email address and password ready.)

Note: *The order of some of the above may be a bit different on different devices but it is all substantially the same.*

7. You now have full access to your vaccination record and you will find your NHI number, vaccination dates etc.. etc. You will also see links to various services. Click on the one for requesting a vaccination certificate and Vaccination Pass . **Follow the link to Vaccination Pass** .Once done it will send the pass as a pdf file to your email. You can download it, place it on your phone's home page or print it out and keep it in your wallet. It is valid for 6 months.