



Do you know how to update your information and access your certificate of registration and tax receipt?

My Profile

All members, former members, and applicants of NANB have an online profile with NANB, providing access to your individual registration information. Existing members, former members, and current applicants of NANB will **never** have to create multiple profiles. If you have ever registered or applied to be registered at NANB, or have previously had a profile with NANB, you should have a profile set up on the NANB website under 'My Profile.' Your username is the email you provided to NANB.

Please **do NOT** create another profile if you are registered with NANB or were registered/applied to NANB in the past.

Reset Your Password

If you have forgotten your NANB password, you can request a password reset under the 'Login with Email' prompt. Click the highlighted text that says 'Forgot your password? / Mot de passe oublié?'

Once you click that text, you will see a screen that asks you to enter the email address that is on your NANB file. (Often times, people have multiple email addresses and forget if they used a work or personal email address for their NANB account.) For this reset to work, you will need to enter the email address linked with your NANB account. If you request a password reset using any email address other than the email address on file with NANB, **it will not work.** You **must** use the email address **previously** given to NANB. If you can no longer access the email you provided to NANB, please contact us at nanbregistration@nanb.nb.ca to request that we update your email on file. When contacting us please provide your registration number and date of birth.

Once you have chosen to reset your password and entered your email address, you should receive an email from NANB. You will click on 'Reset my password' and then you will see the password reset screen. After choosing your password and re-entering a second time as confirmation, you will then click 'Change/Changer.'

If you have not received an email to reset your password, please ensure you have used the correct email account and do not forget to check your junk/spam folder.

Where to Access Certificate of Registration, Tax Receipts and Previous Invoices

From the NANB home page, after you log in, you will find an area on the 'Home' screen titled Registration. You will be able to click on 'Certificate' for the Certificate of Registration and you will be able to click on 'Tax Receipt' for the current year's receipt. To access previous invoices, please search in the My Invoices section of the 'Home' screen. You will need to click on the box if you want to include invoices that were paid.