

① Get a Business BCeID

Check the BCeID Business Directory for an existing account.

Business listed?

Contact the appropriate Business Manager to create your BCeID user account.

Business not listed?

Register for a Business BCeID. Allow several days for processing.

QUICK TIP

Reset your temporary BCeID password before logging in to BCRHP

② Log in to the BCRHP

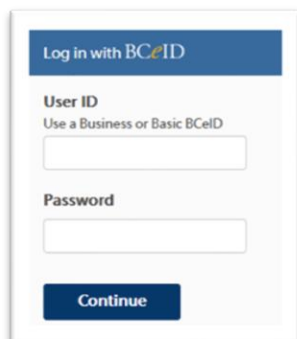
On the [BCRHP](#) homepage, from the top toolbar click:

Local Governments

- **Select BCeID.**



- **Enter BCeID credentials.**

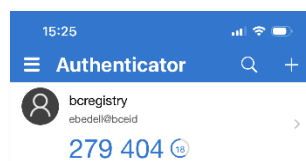


③ Set Up 2-Factor Authentication

Install and open an authenticator app on mobile.



- **Scan** the QR code.
- **Enter** 6-digit code from mobile app to website.



④ Request Access

Send the following information to the BC Register Office.

Email:

BCHistoricPlacesRegister@gov.bc.ca

Subject: BCRHP Access Request

BCeID Username:
First Name:
Last Name:
Work Email:
Phone (optional):
Local Government:
Job Position:

Access requests may take 1-3 business days. Confirmation is by email.

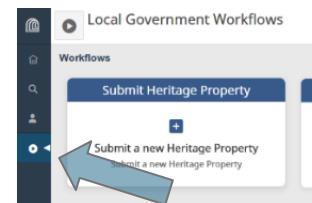
⑤ Start Using BCRHP

Log in and enter your one-time code from the authenticator app.



- **Click Search Sites** on top toolbar.

- **Open Local Government Submission** from left navigation pane.



BCEID ISSUES:

CONTACT SERVICE BC HELP DESK
1-888-356-2741
bceid.ca

BCRHP ISSUES:

CONTACT BC REGISTER OFFICE
BCHistoricPlacesRegister@gov.bc.ca
apps.nrs.gov.bc.ca/bcrhp

HERITAGE BRANCH:

250-356-1432
Heritage@gov.bc.ca