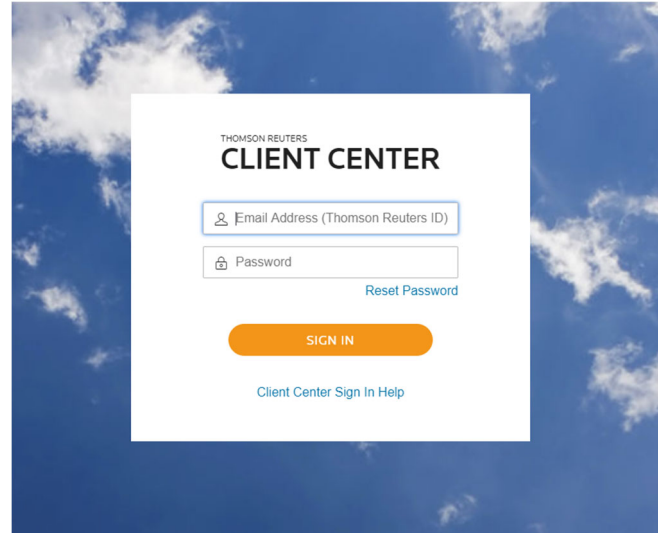


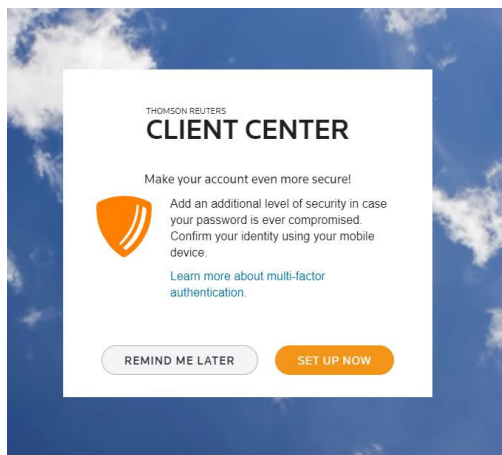
Logging Into Your Onvio Client Center Account

To log into your Onvio Client Center account you will first have to register your account. If you have not already registered your account, please contact our office at info@woodburycpas.com or 651-739-1000 so that we can send you a registration email. We will need you to provide us with your preferred email address.

Once you are registered, you can log in at our website www.woodburycpas.com. Click on the “Sign In” in the top login box on our webpage. This will bring you to the Client Center login page.



Enter your email address and the password you chose during registration. If you forgot your password or it has expired, you will want to use the “reset password” button. We do not have access to your password, and we do not have the ability to manually reset your password.



If you are logging in for the first time you will be prompted to set up multi-factor authentication. This helps make your account more secure. If you do not want to set this up, or if you want to do it at a later time, choose “remind me later”. This screen will pop up whenever you log in until you set up Multi-factor authentication. You can continue to choose “remind me later”, but we suggest setting it up to help keep your information safe.

See the tutorial on Setting up Multifactor Authentication for more help with this topic.