

Quick Start: Employee Portal

1. Access the Employee Portal:

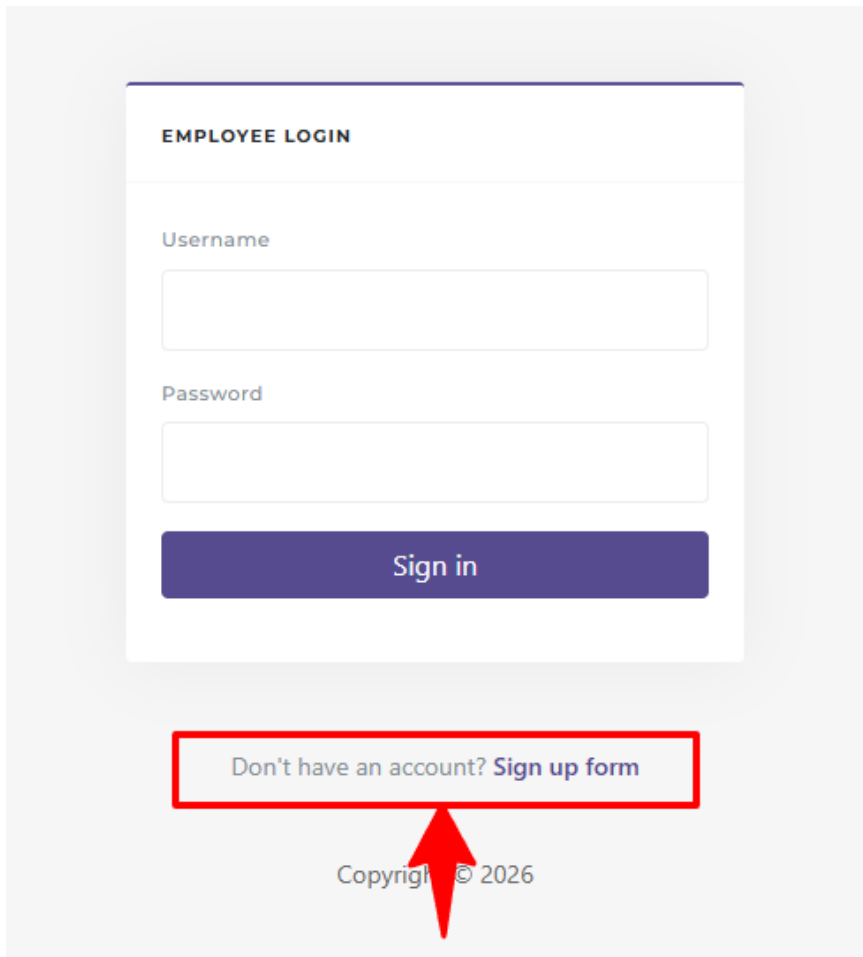
- To log in to your account, visit: <https://mailboxse.online/auth/login>
- To register a new account, visit: <https://mailboxse.online/auth/register>

2. Add the Portal to Your Favorites:

- Once you're on the Employee Portal, bookmark the page or add it to your browser's favorites. You'll need to access this portal daily for work, so having it saved makes logging in faster and easier.

3. Create an Account:

- On the main page, you'll see a prompt to enter your login and password. Since you don't have an account yet, look for the link that says "Don't have an account? Create one" below the login fields and click it to go to the registration page.



The screenshot shows a login form titled "EMPLOYEE LOGIN". It contains two input fields: "Username" and "Password". Below these fields is a purple "Sign in" button. At the bottom of the form, there is a link that says "Don't have an account? Sign up form". This link is highlighted with a red rectangular box, and a red arrow points upwards from the bottom of the page towards the link. Below the link, the text "Copyright © 2026" is visible.

EMPLOYEE LOGIN

Username

Password

Sign in

Don't have an account? [Sign up form](#)

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4. Fill out the form and create your login

- Enter your Email, Name, Username, and Password. Choose a login and password for your account and save them securely—either in your browser or written down.

5. Upload a photo of your ID

- Attach a clear photo or scanned copy of your ID, passport, or driver's license. You may hide your ID number on the photo if you prefer. All information is securely stored on our server in encrypted form and can be deleted upon request.

6. Enter personal information and address

- Fill in your date of birth, gender, country, state, city, ZIP code, address, and phone numbers carefully.
- Provide your full physical address (P.O. Boxes are not accepted).
- Include your apartment or unit number if applicable.

7. Submit the form

- Once all fields are completed and your ID is uploaded, click the Submit Form button to finish your registration.

8. Confirmation Message:

- If everything is filled out correctly, you'll receive a confirmation message.

9. Verification Process:

- Please wait while our HR and security teams verify your information. This usually takes 1-2 business days.

Important Note:

Please avoid registering multiple times, as it can cause confusion and delay the verification process.