



## Steps to create a Passage ID and to link a ZorgMail mailbox

Before you can start using the ZorgMail applications, you first need to go through a number of steps. These steps are explained in more detail below.

### Step 1. Create a Passage ID

A Passage ID is a personal account that cannot be shared with other people. Up to ten (10) ZorgMail mailboxes can be linked to one (1) Passage ID.

If you already have a Passage ID, you can skip this step and proceed with Step 2. If you do not yet have a Passage ID, you can create it as follows:

1. Go to: [account.passageid.nl/register/](https://account.passageid.nl/register/) to create a Passage ID. See also this [instruction movie](#) (in Dutch)
2. Follow the registration process to create a Passage ID. The usermanual can be found [here](#)

### Step 2. Link one or more ZorgMail mailboxes

For this step an activation code is needed. If you do not have an activation code, please contact the Enovation Service & Support department.

After creating a Passage ID, you link one or more ZorgMail mailboxes to your Passage ID. You must link at least one ZorgMail mailbox to your Passage ID.

1. Go to [account.zorgmail.nl/manage-mailboxes](https://account.zorgmail.nl/manage-mailboxes)
2. Log in with your Passage ID to enter the My Hosted Mail application. The screen "Manage mailboxes" is displayed. Follow the on-screen instructions to link one or more ZorgMail mailboxes to your Passage ID

### Step 3. Login to ZorgMail applications

After successfully completing the previous steps, you can now log in with your Passage ID.

1. Go to [account.passageid.nl/](https://account.passageid.nl/)
2. Click on the tile of the ZorgMail application you want to use
3. Log in with your Passage ID

Direct URL ZorgMail Webmail - [mail.zorgmail.nl/](https://mail.zorgmail.nl/)