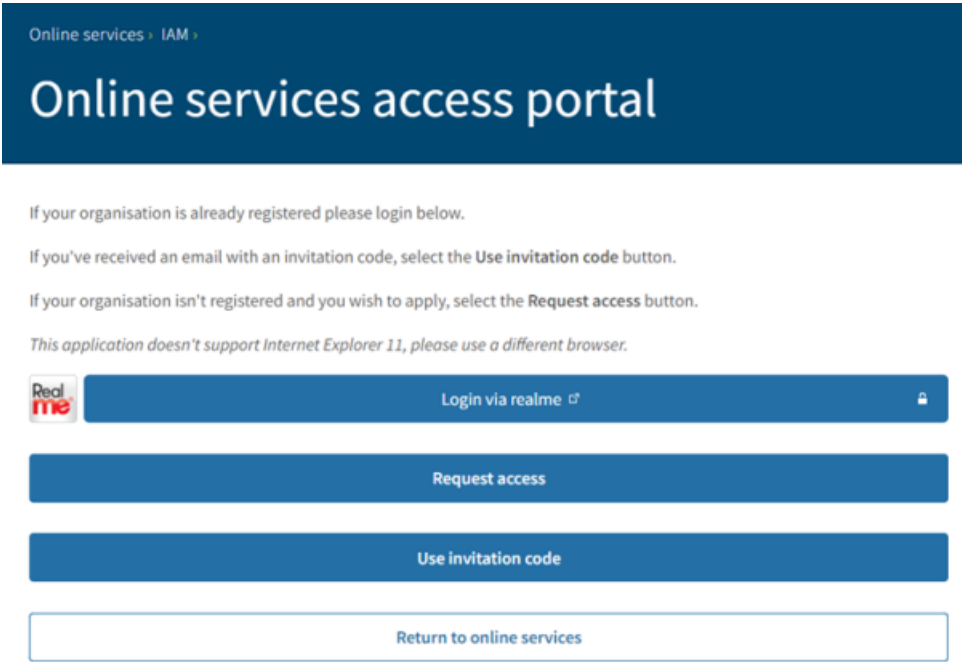




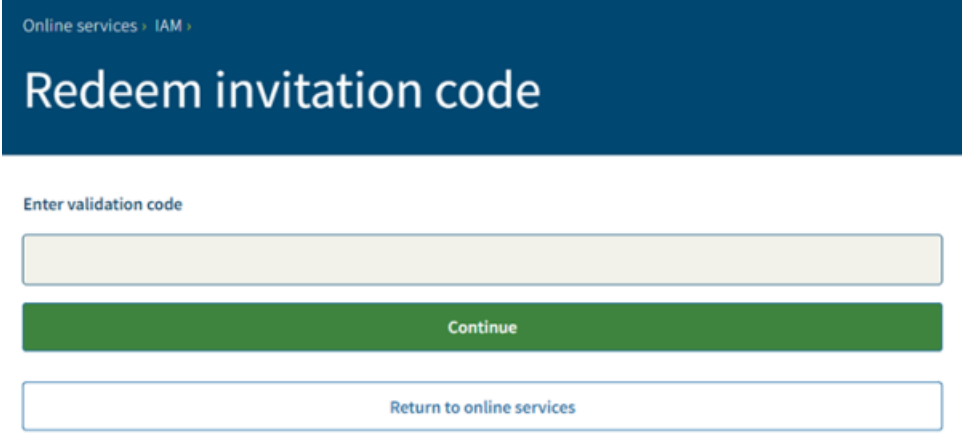
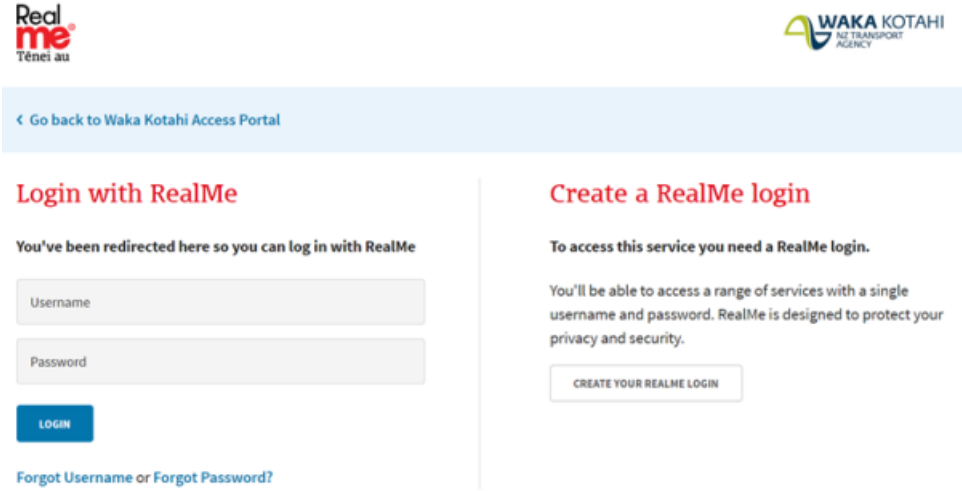
**Correct as at 26th April 2026. It may be superseded at any time.**

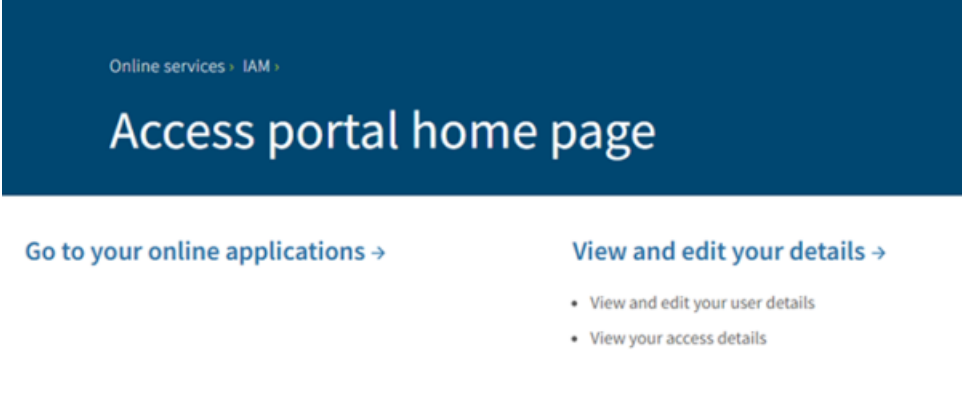
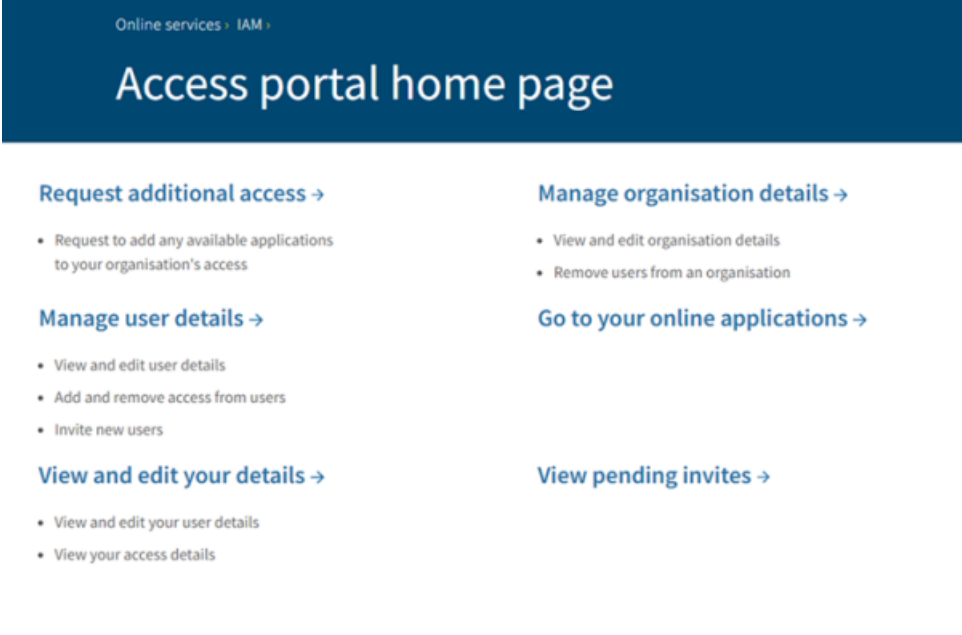
**Extract taken from:** Border inspection of imported used vehicles > Reference materials > Border inspection system guidelines > Accessing and logging into the system

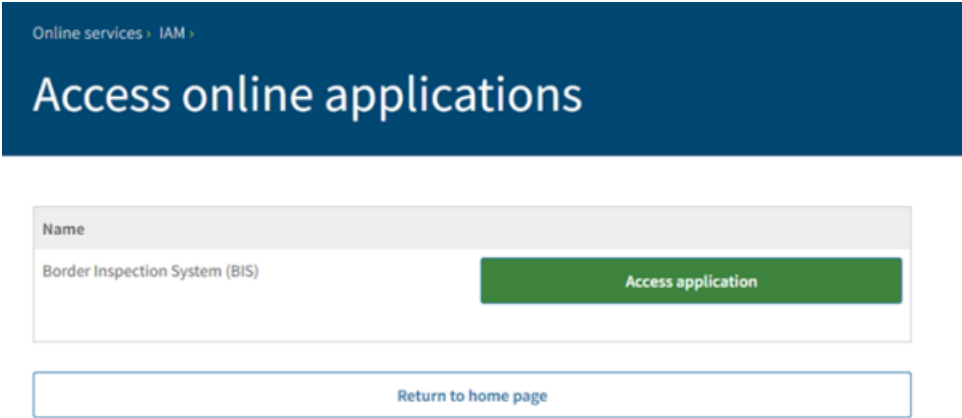

## 2-2 Accessing and logging into the system

### Logging into the border inspection system

Step	Action
1	<p>Open a new browser window and enter the following URL:</p> <p><a href="https://accessportal.nzta.govt.nz/">https://accessportal.nzta.govt.nz/</a></p> <p>Please note: the portal does not support Internet Explorer, please use a different browser,</p>
2	<p>This will provide access to the NZTA online services access point:</p>  <p>Online services &gt; IAM &gt;</p> <h1>Online services access portal</h1> <p>If your organisation is already registered please login below.</p> <p>If you've received an email with an invitation code, select the <b>Use invitation code</b> button.</p> <p>If your organisation isn't registered and you wish to apply, select the <b>Request access</b> button.</p> <p><i>This application doesn't support Internet Explorer 11, please use a different browser.</i></p> <p> Login via realme </p> <p>Request access</p> <p>Use invitation code</p> <p>Return to online services</p>

Step	Action
<p><b>3a</b></p>	<p>To access the system for the first time you must accept an invitation.</p> <p>Select the <b>Use invitation code</b> button.</p> <p>This will take you to the <b>Redeem invitation code</b> screen.</p> <p>Enter invitation code and select <b>Continue</b>.</p>  <p>You will be directed to the Realme login page – go to step 4.</p> <p>Note: you only need to accept an invitation once, to register to the portal. <b>For all subsequent logins go to step 3b.</b></p>
<p><b>3b</b></p>	<p>To login, select <b>Login via realme</b>.</p>
<p><b>4</b></p>	<p>You will be directed to the Realme login page.</p> <p>Enter your realme login.</p> 

Step	Action
<p>5</p>	<p>Successful login will direct you to the Access portal home page.</p> <p>Your home page will be either the <b>General user</b> home page or the <b>Organisation administrator</b> home page.</p> <p><b>General user home page</b></p>  <p><b>Organisation administrator home page</b></p> 
<p>6</p>	<p>Select <b>Go to your online applications</b>.</p>

Step	Action
7	<p>This will take you to the <b>Access online applications</b> screen.</p>  <p>Select the green <b>Access application</b> button next to Border inspection system (BIS).</p>
8	<p>You will be directed to the Border inspection system home page.</p> 
9	<p><b>Unsuccessful login screen.</b></p> 