

## Pharmacy Registration Process

Step 1

- Visit the PAF Co-Pay Relief Program website at [www.copays.org](http://www.copays.org)

Step 2

- Click on “Pharmacies” button

Step 3

- Click on “Apply” button

Step 4

- Click on “New Pharmacy Registration” button

Step 5

- Complete all required information on registration form Pharmacy EIN(tax ID) and NPI number, valid email address, password, pharmacy contact information

Step 6

- **Check your Email**  
Click on confirm registration link in your email to activate account and create your password.  
**Note:** Your account will not be active until you have confirmed your registration and created your password. We encourage you to confirm your registration as soon as you receive your e-mail. Once this is completed, you will be able to log in any time with your email address and password.

The registration process takes approximately 3 minutes to complete and is only necessary the first time you use the portal.

Each pharmacy location may register as many employees as is necessary.  
CPR does not limit the number of registrations by location.