

How do I get access to Street Manager?

Step 1

Send the following details:

- primary contact name
- email address
- job title
- organisation name
- SWA code

To

register@manage-roadworks.service.gov.uk

Step 2

You will receive a few documents:

- T&Cs (**sign & return**)
- Invoice information (**complete & return**)
- Admin user information (**complete & return**)
- Security information (to read)
- Data protection impact assessment (to read)
- Service support information (to read)

Step 3

You will receive **two** activation emails, one to activate your account for **Sandbox** and one to activate your account for **Production**. You will be given **30 days** to activate the account by changing the temporary password.

If you do not activate the password within 30 days, the password will expire and the admin of the organisation will need to remove your account and invite you again.

Note: If you require a [dual role](#) (admin & promoter OR admin & HA) access, please request this in step 1.