

# Getting a Dealer Account (Z-Wave & Offsite Programming)

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## Step-by-Step on How to Create User Accounts for Z-Wave & Offsite programming:

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### Dealer Offsite Programming Account Form

A **Dealer Account** is **required** to gain access to program a **Z-Wave gateway** and/or to utilize the **Offsite Programming** feature for a Total Control system. This is achieved by completing the Offsite Programming & TRF-ZW Account Request Form.

#### Steps:

1. **Open** the [Off-site\\_Programming\\_Account\\_Request\\_Form.pdf](#)
2. Complete the form and click **Submit** or **email** to: [URCRegistration@urc-automation.com](mailto:URCRegistration@urc-automation.com)

[CLICK HERE TO SUBMIT](#)

Or email this completed form to  
[URCRegistration@UniversalRemote.com](mailto:URCRegistration@UniversalRemote.com)

3. Within **48 hours**, you should receive two (2) account **confirmation** emails. Each email provides links and temporary passwords to log into both, the TRF-ZW and Off-site Installer portals.

*Note:* The [URC Portal Account](#) and the [URC MCS Offsite Programming Account](#) are separate portals.

#### Additional Information & Resources:

If you need to register for a **URC Offsite Programming** account, please download the form here: [Register for a Offsite Programming Account](#).

**Please Email the completed form to:** [URCRegistration@urc-automation.com](mailto:URCRegistration@urc-automation.com)

If you need to manage your **URC Dealer Offsite Programming or MCS Account** ([www.urcmcs.com](http://www.urcmcs.com)), please see the article [Managing Your URC Dealer Offsite Programming Account](#).

If you need to register for a URC Portal account and need to know the process, please see the article [How to Register for a URC Dealer Portal Account](#)

If you need to add a new user to a URC Portal account and need to know the process, please see the article [Adding a New User to Your URC Dealer Portal Account](#)

If you need to access URC Z-wave Portal: [URC Z-Wave Dealer Portal](#)

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