

Brivo Registration Instructions

1. Download the app - You can download it from Google Play or the App Store.
2. Redeem your Brivo Mobile Pass - Your organization's administrator will send you an email. Open it on your mobile device and tap Add My Pass. You have seven (7) days to redeem your pass, but if it has expired, contact your organization's administrator so they can send you a new email.
3. If this is your first time using Brivo Mobile Pass, you can follow the tutorial in the app, or you can just skip it.
4. We encourage you to create a Brivo Mobile Pass account. Refer to this [article](#) on how to set up your account.
5. Now you can start using your Brivo Mobile Pass app - When you are at your destination, make sure your Bluetooth is on and just tap the Magic Button to get in.
6. If your site isn't using Magic Button, type your door name in the search bar and tap on it to get in.

