

ONLINE ACCOUNT CREATION QUICK REFERENCE GUIDE

- 1 Log in to NJSFDA Website at www.njsfda.org
- 2 Access your CHOICES Page
- 3 Click **New Account Dashboard**
- 4 Click **Create New Account**
- 5 Choose Revocable or Irrevocable
- 6 Enter Funeral Home Manager
- 7 Enter Funeral Recipient Information
- 8 Enter Purchaser Information
- 9 Enter Alternate Information (if applicable)
- 10 Enter Financial Information
- 11 Obtain Contract Signatures
- 12 Upload Documents (if applicable)
- 13 Enter Payment Information and Obtain Authorized Signature
- 14 Print Documents
- 15 Submit Contract