Hennepin Housing Key: Client Advocate Registration

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Hennepin Housing Key is an interactive, online system where you can find housing that comes with client-focused services. This search site provides accurate and up-to-date housing openings and new developments for clients with special housing needs who may be homeless or facing homelessness.

This guide provides instructions for housing client advocates to register for access to the housing inventory of Hennepin Housing Key.

Step 1. Go to [www.hennepin.us](http://www.hennepin.us). Click Online services.

Step 2. On the list of Popular Links, click Hennepin Housing Key.
Step 3. On the Hennepin Housing Key page, click **Create an account**.

Step 4. Under Create an account, click **Register**.
Step 5. On the User Agreement page, read the Access and Use Agreement, and select the I agree check box.

Click Continue.
Step 6. On the Account Information page, enter your account information. In the **Email** field, enter an email address that is not shared among several people. After you submit the registration, a message is sent to this e-mail address. The e-mail address is also used to log in to Hennepin Housing Key.

Click **Continue**.
Step 7. Check your email inbox for a message from noreply-idmgmt@hennepin.us, saying that your registration is almost complete. If you don’t find the message, click **Resend email** to send it again.

Step 8. In the email, click the link to verify your email address. If the Security Setup page does not appear, copy the link address from the email, and paste it in the address box of the same browser that you used to enter the account information. For example, if you entered the account information using Safari, copy and paste the address link into Safari.
Step 9. On the Security Setup page, note the password requirements, and create a password.

Security setup

To complete your registration, create a password and create three security questions. Required fields are marked with an *

Password
Create password

Must be at least 8 characters and include 3 of the following: uppercase letter, lowercase letter, number, special character.

Re-enter password
Step 10. Choose and answer three security questions.

Click **Continue**.
Step 11. Check your email inbox for a message from noreply-idmgmt@hennepin.us, saying that your registration is complete.

![Hennepin County Online Services: your account is ready](image)

Access your profile to modify your information.

Or begin work with one of Hennepin County’s online applications:

- Apply online for homestead
- Register with the Supplier Portal
- Search the Housing Key
- Visit other online services

Disclaimer: If you are not the intended recipient of this message, please immediately notify the sender of the transmission error and then promptly delete this message from your computer system.

Step 12. On the Registered page, click **Log in**. Log in to Hennepin Housing Key with the email address and password that you entered during registration.

![User agreement Account information Security setup Registered](image)

Registration successful

![Log in](image)