

Creating myCourts Account

This guide provides a straightforward process for creating a MyCourts account, enabling users to easily access various court services and manage their purchases.

1 Navigate to https://my.courts.com.fj/portal/login/login

Click "Register"

Courts ID

Courts ID

Courts ID

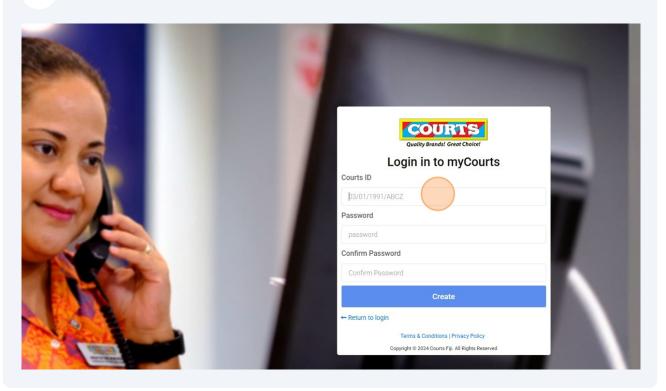
Court ID

Register

Terms & Condown Island Follow Follow How to Register

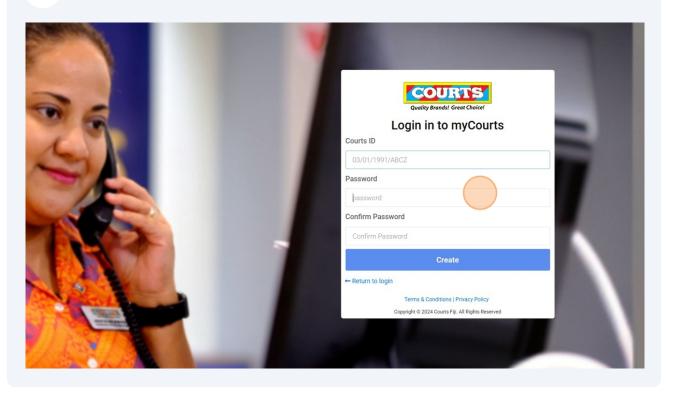
Copyright 6 2025 Courts FU. All Bugnis Buserved

3 Click the "Courts ID" field.



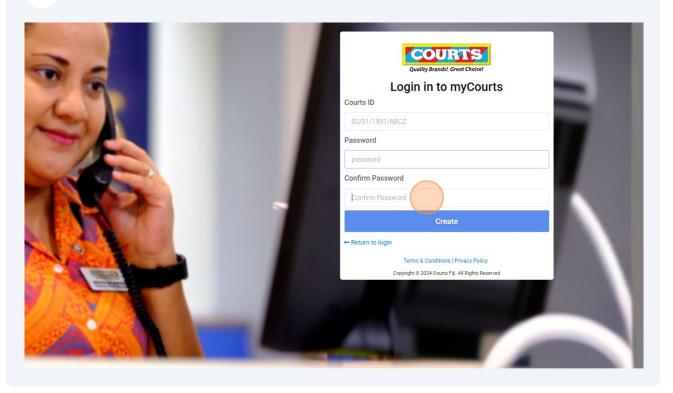
Tip! Enter your Customer ID (Enter Date of Birth, followed by the First 3 letters of your First name and an initial of your Surname in this format. *Please use Capital Letters when filling your initials.) E.g. DD/MM/YYYY/ABCZ

4 Click "Password" field.

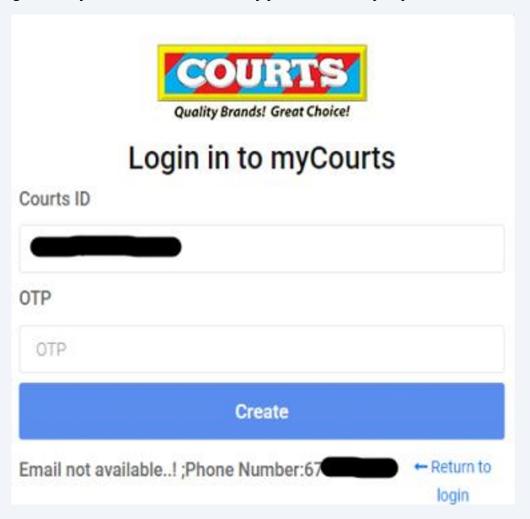


i Tip! Password: It must be 8 characters long, provided with atleast one uppercase letter, one lowercase letter, one number and one special character.

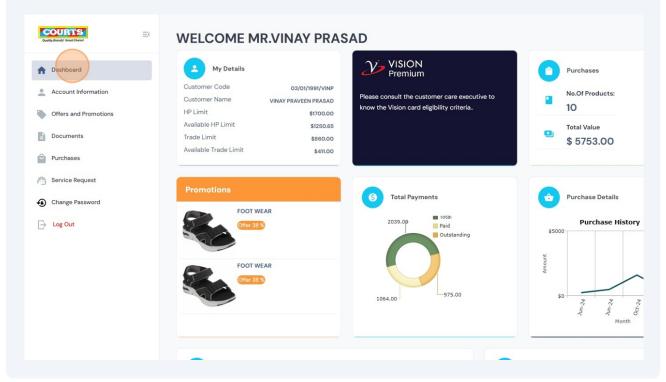
Click **"Confirm Password"** field. Please re-enter your password.



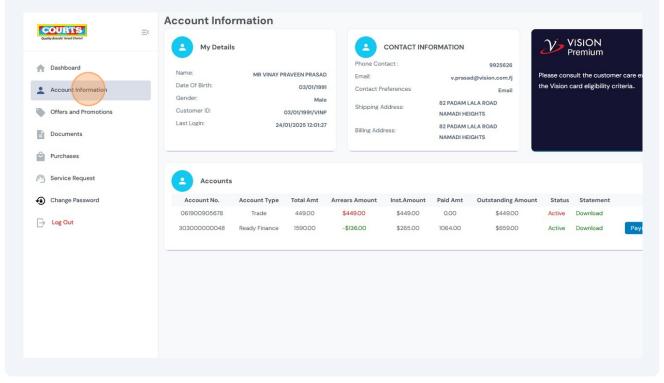
You will receive an OTP message on your mobile phone. *Be sure to use the number you have provided when the account was created with courts. **DO NOT** share OTP with anyone. Once entered, press **"Create"**. You'll be required to login again with your Courts ID followed by your Password you just created.

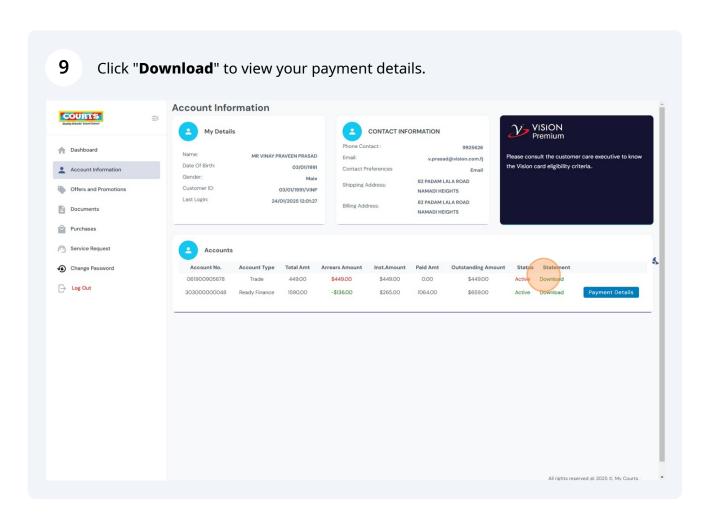


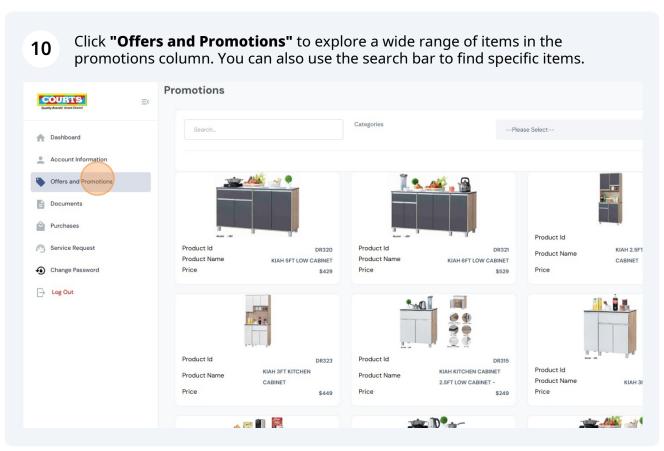
After successfully logging in, you'll be redirected to the **Dashboard** where you can view your details, track your purchase history, and analyze your payment progress statistics.



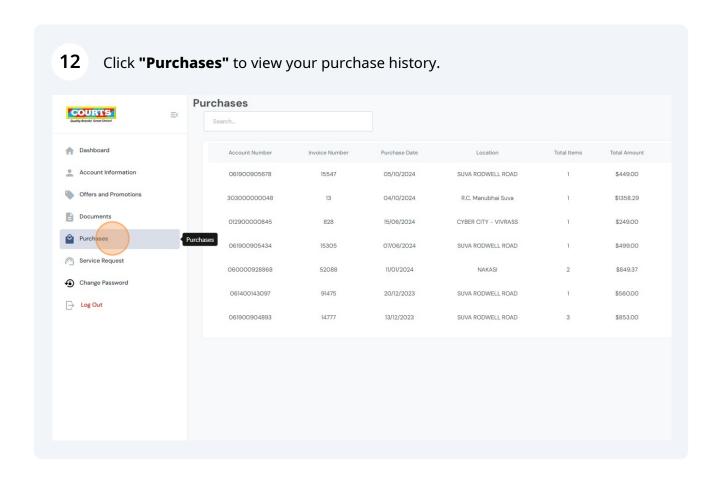
Click "Account Information". In Account Information, you will see your personal details, contact information and the current products that you have taken on higher purchase(s).



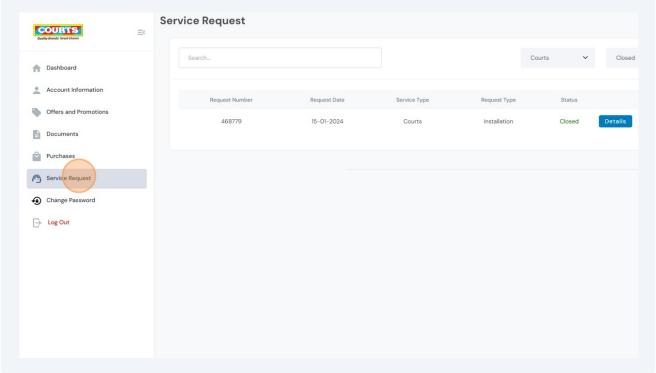




11 Click "Documents" to view all your higher purchase agreements. **Documents** n Dashboard Account Information 0 Offers and Promotions Agreement Agreement Documents Purchases Service Request Change Password → Log Out Document Type Ready Finance Ready Finance **Document Type** \$1313.00 \$1590.00 **Document Amount Document Amount** Document Date 11/01/2024 Document Date 04/10/2024



Click on "Service Request" to view the requests you've submitted to the Courts Service Team for repairing your valuable items. This section displays the service request numbers used by the team to track and update the status of your item(s).



Click "Details" to view more information and keep track of your service requests.

Service Request

Service Request Number Request Date Service Type Request Type Status
498770 15-01-2024 Courts Installation Closed