How to reset QuickBooks company file Admin password?
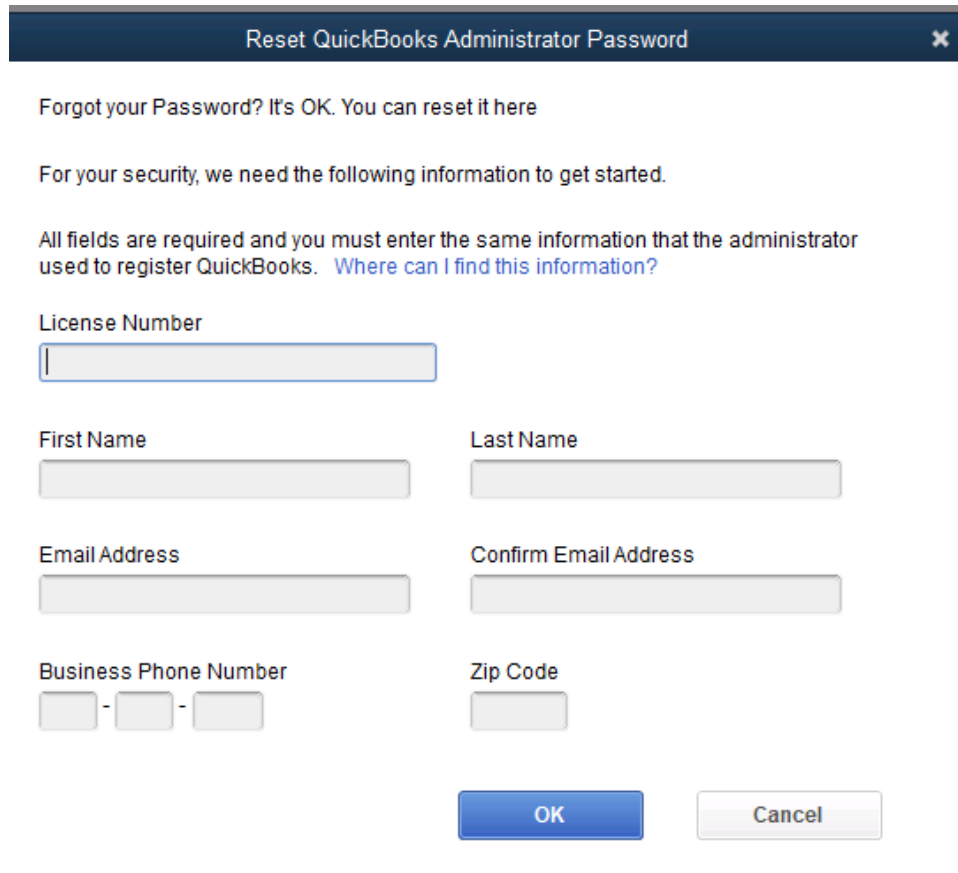
Meta Title: How to Reset QuickBooks Company File Admin Password?

Meta Description: Reset QuickBooks Admin password for your company file. Refer to our step-by-step guide to regain access and secure your financial data. Get back to business quickly.

This document outlines how to reset the admin password on your QuickBooks Desktop company file on the Ace server.

Note 1: Users of private dedicated servers are the only ones who can utilize this. If you are using QuickBooks only on a shared server, contact our support team by phone or start a conversation so that we can assist you.

To start the password-reset procedure, you must have the QuickBooks **License Number** as well as the **Email Address**, **ZIP Code**, **Business Phone Number**, **First Name** and **Last Name** you used to purchase and register the product. All this information is available on the Intuit client management portal website, https://camps.intuit.com.

Reset QuickBooks Administrator Password

Forgot your Password? It's OK. You can reset it here

For your security, we need the following information to get started.

All fields are required and you must enter the same information that the administrator used to register QuickBooks. Where can I find this information?
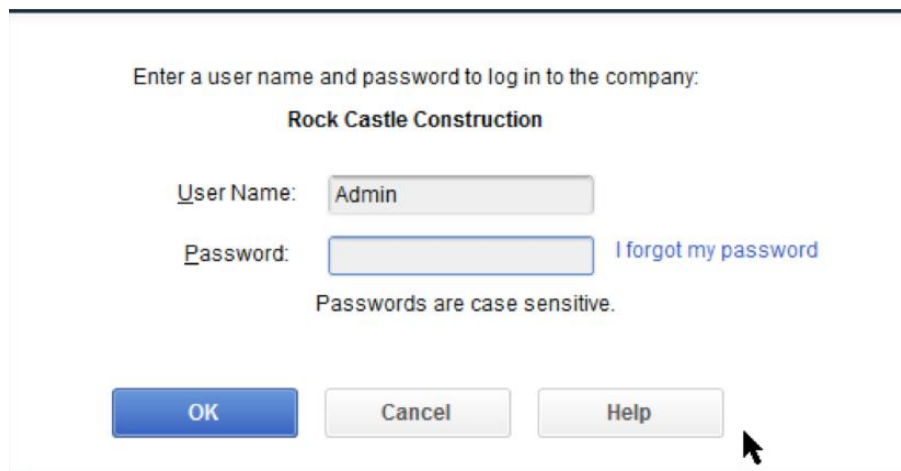
License Number

First Name   Last Name

Email Address   Confirm Email Address

Business Phone Number   Zip Code

OK   Cancel

Note 2: If you know your administrator password and want to change it, follow the steps in the "Reset a user password" section.

To reset your admin password, you will be asked to verify certain information as a security measure. If you don't recall the information, we'll show you where to look for it.

Enter a user name and password to log in to the company:

Rock Castle Construction

User Name: Admin

Password: I forgot my password

Passwords are case sensitive.

OK   Cancel   Help

Learn how to reset QuickBooks company file Admin password by following the below steps:

Step 1: On the login page for your QuickBooks company file, click **Forgot Password.**

Step 2: Complete the form by entering all the necessary data and then select **OK.**

Step 3: You'll get an email with a code. Type the code in and then click on **OK**.

Step 4: After that, QuickBooks will walk you through setting up a new admin password.

Benefits:

Here're the 2 benefits of resetting QuickBooks company file Admin password:

- **Enhanced Security:** By changing the admin password, you can secure critical financial data by ensuring that only authorized users can access and modify your QuickBooks company file.

- **Control and Accountability:** By exercising control over the admin password, you can provide other individuals access to varying levels of functionality and responsibility, encouraging accountability within your company.

Conclusion:

By changing the password for the QuickBooks business file administrator, you may protect the integrity of your financial records while also increasing security, compliance, control, and security for your company's operations.

If you're still having trouble resetting QuickBooks company file Admin password and need more help, feel free to contact us at +1-855-223-4887.