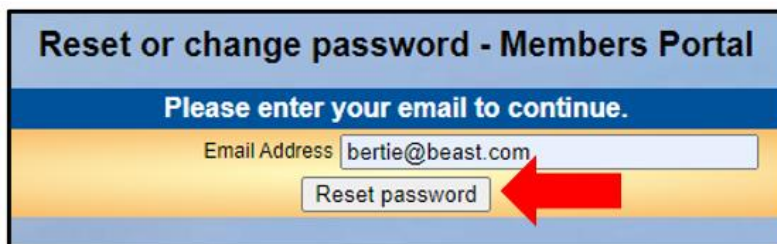


# Change or Reset your Members Portal Password

If you previously set up a Membership Portal account but have forgotten your password or wish to change it, click **Forgotten Password** on the sign-in page



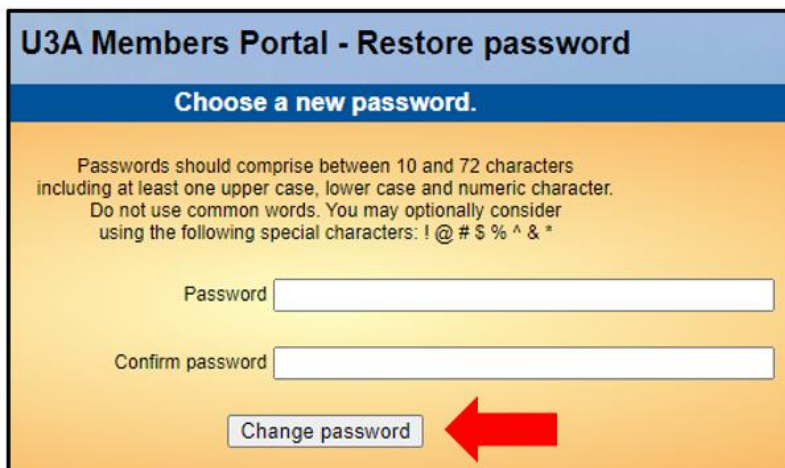
Enter your email address and click **Reset Password**



You should receive an email asking you to click a link to re-set your password. If nothing arrives within a few minutes, check your Spam folder.

**DO NOT Reset the password multiple times as each occasion will create a verification email with a link that overrides previous versions. Only the link in the last reset email will be valid.**

Clicking the link in the email will take you to a screen where you can specify a new password, before pressing **Change Password**



Make a note of your new password in a secure place!