

# NEW WEBSITE GUIDE

GET REGISTERED



## REGISTRATION & LOGIN PROCESS

As of January 15th we have a new [www.hollyburn.org](http://www.hollyburn.org)!

Follow the steps below to get registered.

**1**

### MEMBER LOGIN

Username

Password

Remember me

**LOGIN**

[Forgot Password](#)

[Member Registration](#)

Click Here

**2**

### MEMBER VALIDATION

Member Number

First Name

Last Name

**VALIDATE**

CANCEL

Enter Your  
Hollyburn Info

**3**

### MEMBER REGISTRATION

Username

Password

Confirm Password

Email



**CREATE USER**

CANCEL

Set Your Login Info

## Important Information

- The **Primary Member** on your family's account (member ending in "0") must be registered to the new website FIRST in order for the rest of the family members to be able to log in (if you are the account ending in "1", please register the primary member first, and then you can register yourself).
- **First and Last** name you should enter on the validation page (step 2) are the ones that are on your statement.
- We are moving to an online roster! Once you have registered and logged on to the new website, please follow these steps:
  - 1 Navigate to "edit my profile".
  - 2 Update your information including a recent photo & phone number.
  - 3 Select which information you would like to be hidden or visible to other members to be shown in our inline roster. You can change this at any time. Example:

Birthday  April 24 

Birth Year  1972 

If you have any questions regarding the new website or you have trouble registering on or after January 15th, please contact Cait at [clundy@hollyburn.org](mailto:clundy@hollyburn.org).