



Hello PCC Curlers,

Returning members here is how you can log onto the new website for the first time. Your **Username** is: lastname_firstname example: Curler_Jane or curler_jane

Go to our website www.pembrokecurlingcentre.ca . In the **Member Login** area at the bottom of the home page enter your **Username** & click **Forgot Login ?** This will direct you to a page that says **Lost User Name or Lost Password?** Select **Lost Password**. You will then have to enter your Username again & your email address from last year & click **Send Password**. A temporary password will be sent to that email account. The password is a combination of letters & numbers. *(HINT- I have found it best to copy it & paste it in the password box.)* Once you have received your temporary password, proceed back to the website and type in your Username and temporary password. This will allow you access to the secure members only site.

From the **MEMBER'S HOME** menu at the top of the page, select **My Information**. This will direct you to your new profile. Click **Edit** and then select **Update Your Profile**. Click the **User info** tab. Scroll down to **Password** and type your desired password. Repeat this password in the **Verify Password** box. Enter the random password you received in your email into the **Current Password** box. Once that is completed, click **Update** at the bottom of the page. Your password and information will now be saved.

Log out and log back in again with your new password to make sure that it works correctly. This process is also used to retrieve your username and password if you ever forget during the season.

Any problems or questions contact lomorecurl@nrtco.net or phone 613-633-9519.

Margaret & Rick Lomore