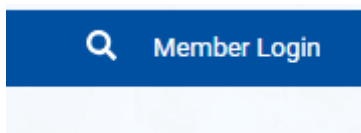


**IF YOUR CLUB USES CLUBRUNNER** the LOGIN and PASSWORD will be the same as you use for your CLUB WEBSITE

go to website

- 1 **CLICK MEMBER LOGIN (top of screen)**



- 2 **CLICK NEW USER**

- 3 **ENTER DE-**

### TAILS AS OUTLINED

(If you have simply forgotten your Login or Password click the appropriate prompt)

NOTE: The email address must be the same as recorded on the Rotary International database

A screenshot of the ClubRunner login page. At the top right is a "Home" link with a house icon. Below it is the text "Enter your login information below:". There are two input fields: "Login Name" with a "Forgot login name?" link to its right, and "Password" with a "Forgot password?" link to its right. Below the password field is a "Keep me logged in" checkbox and a "New user?" link.A screenshot of the "Retrieve Login Information" page. It contains the following text: "All members in the District have login accounts in the system. If you cannot retrieve your login information through this page, please contact your Club President, or email [logins@clubrunner.ca](mailto:logins@clubrunner.ca)." Below this is another instruction: "Please select your club, then enter your last name and email address to retrieve your login name and/or reset your password." There is a legend: "\* Denotes a required field." Below the legend are three input fields: "Select Club:" with a dropdown menu showing "--- Select Club ---" and an asterisk; "Last Name:" with a text input field; and "Email Address:" with a text input field and an asterisk. At the bottom is a blue "Submit" button.

### PROBLEMS

**REMEMBER THAT THE EMAIL ADDRESS MUST BE THE SAME AS USED FOR MY.ROTARY**

**IF YOUR CLUB USES CLUBRUNNER** for its Club website CONTACT your President or Secretary

**IF YOUR CLUB DOES NOT USE CLUBRUNNER** email [admin@rotarydistrict9800.org.au](mailto:admin@rotarydistrict9800.org.au)

Enjoy the new District 9800 website and let us know what you think