



Member Only Website Registration & Log In Process

Welcome Member!

Navigate to your club's login page by clicking on the login button located on the right side of the home page at www.rehobothbeachcc.com.

If this is your first time logging in to the "new" site, you must first activate your account by registering for the website using the Member Registration Link on the right hand side of the page.

Step 1 – Click Member Registration

To register your account, click on the 'Member Registration' link and complete the fields within the registration form.

Step 2 - Validation

Enter your Member Number, First name and Last name **exactly as they appear on your last paper statement** (*Note: Your First name is typically in our system as your given name*). If you are a dependent member, your full member number should be added. For example 999-01. The system will validate whether the information entered is correct. If the information entered does not exactly match that which is present in your club's files, you will be unable to register. If you continue experiencing issues, please contact the club administrative office for assistance at 302- 227-3811.

Step 3 - Set username and password

You will then be taken to a page to set your username and password. The system will suggest a username (the first initial of your first name and your last name, for example). The suggested Username for John Smith would be jsmith, but can be changed. It will ask you to enter and confirm a password of choice.

In the event the password is forgotten, please enter in an email address the 'Reset Password' link can be sent to. Hint: If you hold your cursor over the question marks additional instructions appear.

Once all fields are filled out, click on 'Create User' to complete the registration process.

Step 4 – Email Confirmation

Upon completion of the registration process an email will be sent to the email address entered during the registration process. Example of the confirmation message:

Member Registration – Confirmation Page User xxx has been created and registered successfully. Email has been sent to the following email address: xxx@xxx.xxx.

Step 5 – Login to Club Website

Navigate to your club's login page by clicking on this 'Member Login' link on the right-hand side of the home page. Enter the username and password you've created in the registration process. When finished, click 'Log On'.

Logging Off and Forgotten Passwords Logging off your Club Website

It is strongly recommended to logout of the website when you are finished. Once logged into the website, the 'Member Login' button will change to 'Logout'. This button will end your session and return you back to the Website Home page.

Forgotten Password

If, at some point in the future you should forget your password, you can retrieve it by clicking on the 'Forgot Password' link within the Member Login area. From there, you will be required to fill in the email address you provided during the registration process and click 'Reset Password'. An email will be sent to you including a link by which you can reset your password.

Enjoy!

The Rehoboth Beach Country Club Staff