



## Member's Only website:

You are now able to view your account statement online (including individual receipts/chits), as well as view a membership roster and club calendar. We will be adding the option to pay your statement online in the near future.

To access this feature please go to our club website: [www.theclubti.com](http://www.theclubti.com)  
On the top right-hand corner of the home page, please click on "Member Login"  
You will now be at the "Member's Only" side of our website.

If this is your first time logging in, you must first activate your account by registering. "Member Registration" is located beneath the "Forgot Password" link. Please see below:

### Account Registration

To register your account, click on the 'Click here to be taken to the Registration page' link and fill out the following fields.

Please log on

User name:

Password:

Remember me

[Forgot Password](#)

[Member Registration](#)

**Before clicking the 'Register' button, be sure to check with your last member statement for your proper member number and last name spelling; if not entered correctly it will not allow you to register.** If the information you have entered is not correct, or is left blank, an error will appear. If you continue experiencing this problem, please contact the club.

Member Number

First name:  Last name:

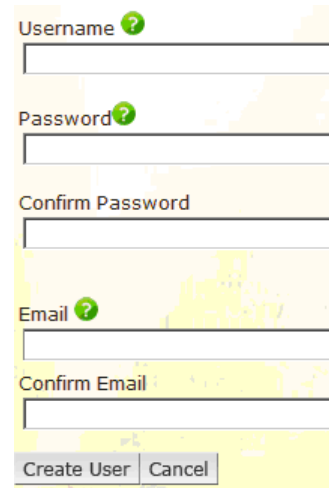
The system will validate whether the information entered is correct.

You will then be taken to a page set a username and password. The system will suggest a username (first initial of first name and last name), 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.

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

You will then receive a confirmation message and the Login button will be available to access the member's portion of the website.

*Example of the confirmation message:*



The image shows a registration form with the following fields and buttons:

- Username ?
- Password ?
- Confirm Password
- Email ?
- Confirm Email
- Create User
- Cancel

### **Member Registration – Confirmation Page**

**User xxx has been created and registered successfully. Email has been sent to the following email address: [xxx@xxx.xxx](mailto:xxx@xxx.xxx).**

### **Logging into our Club Website**

Please go to our club website: [www.theclubti.com](http://www.theclubti.com)

On the top right-hand corner of the home page, please click on "Member Login"

You will now be at the "Member's Only" side of our website.

Enter the username and password you've created in the registration process. When finished, click on 'Log On'.

### **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**

Click on the '**Forgot Password**' link within the Member Login area. From there, you will be required to fill in the email address entered during registration and click 'Reset Password'. An email will be sent with a link to reset your password.

### **Membership Roster**

Once logged in, please go to "Roster"

Beneath the A-Z tabs, on the right-hand side, will be a button which says "Edit My Personal Info".

You may choose which information you would like to share with other members.

For any questions or comments regarding these instructions, or the site, please email:

[membership@theclubti.com](mailto:membership@theclubti.com)

Thank you!

