

## Account Login Guidance

## STEP 1: Log in to Your Account

• If you are a new user, select **Create Account**, but if you are an existing user, enter your email address and password and click **Log In**.

REE2027Ents				
Log In				
Email Password				
Reset Password Remember my email Log in	OR Create Account			
• Are you having trouble logging in? <u>Click</u> here.	Important Information for Tax Exempt Entities and Existing Users with Credit Terms			

• If we do not recognize your account, you will see a message asking you to try again in case your login credentials were misspelled.

Restaurants				
	We do not recognize this email address or password. Please try again, in case one was misspelled. Log In			
	Email			
	Password Reset Password			
	Remember my email      Log In			
	Are you having trouble logging in? <u>Click</u> Are you having trouble logging in? <u>Click</u> Terms			

• If we still do not recognize your account, this may be tied to the recent changes to our sign-in process. You will be prompted to go to our original login page instead of the screen you are on. Click **Legacy Login** to be taken there.

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• If you are taken to the Legacy Login page, enter your User ID and Password and click LOGIN.

- Note:
  - Your User ID may or may not be your email address.
  - During the login process, you will be required to verify your email address to finish updating your account. You <u>must have access to the email account</u> for the email address you provide in order to complete this verification.

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		FORGOT USER ID				

• Use the **FORGOT PASSWORD** or **FORGOT USER ID** links to recover your login information for your existing account if you can't remember them.

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## **STEP 2: Confirm Your Email Address**

- You may be prompted to confirm that the email address associated with your account is correct.
- If email address is correct, select **Yes, Continue**.

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Restaurants	Confirm Your Email Address	Alieut
	The email address below is associated with the User ID you entered. Is this your email?	
DOMATE NOW		
Latest News	No, Continue	
Landmark year saw the Foundation commitment to attract, empower and tomorrow's restaurant leader View the report	and advance today's a send advance today's	

• Note: If the email address you enter is also associated with the account of another user, you may be asked to enter a new email address and password that you would like to use for the account and to click **Submit**.

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Restaurants	Update Your Email Address and Password	
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	Inbox to verify your account.	
DOMANE NOW	Update Your Password Your password requires:	
Latest News Leadmark year asw the Pounderin commitment to artract, empower, and tomorrow's rectaurent leader View the report	Password Repeat Password	
	Carcol Schenk	

• If email address is incorrect, select No, Continue.



- You will then be prompted to enter an email address and password that you would like to use for the account and to click **Submit**.
- Note:
  - If the email address you enter is already associated with the account of another user, you will be asked to enter a new email address.

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Restaurants	Update Your Email Address and Password
	Enter Your EnailAddees You must have access to the email Inbox to verify your account. Email Iname@example.com
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Head More 2	Cancel

• If you made any email or password updates, you will see on-screen confirmation. Select **Yes**, **Continue.** 



• You will see on-screen confirmation that your email address has been verified. You may click **Go to My Account** to access your MyProStart account.

Restaurants	Choose Restaurants	nstin Login / Register
DONATE NOW	Thank you for verifying your email address. You can now access your account. Go to My Account	
Latest News Landmark year saw the For commitment to attract, em and tomorrow's restaurant Yiew.the report Read More 2	indation build on its bowwr, and advance today's Jeaders	