## **User Login**

The following is the process to apply for a log-in:

Navigate to the website at https://vizcayahoa.org/

If you are not logged in and you try to navigate to any page other than this one from the menu items you will see

Account sign in	
Sign in to your account to access	your profile, history, and any private pages you've been granted access to.
Email	
Password	
	SIGN IN
	Reset password
	Not a member? Create account.

Click the "Create account" where it says "Not a member" and you will see this:

Create Account	
By creating an account, you may receive newsletters or promotions.	
First name	
Last name	
Email	
Phone (optional)	
CREATE ACCOUNT	
Already have an account? Sign in	
This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.	

Fill in the fields and hit Create Account and it will submit a request to become a member and have access to the protected pages.

The request will come to the webmaster.

You will receive an email indicating you created an account and the email will have a link so you can create your password. *Please ignore some text in the received email as it is generic.* 

Set Password
You're signing in for the first time as bearfoot58@mac.com, so you need to set a password.
Password
Confirm password
SET PASSWORD

Create a password and hit Set Password. You will not have access until approval by the webmaster.

Please send an email to <u>webmaster@vizcayahoa.org</u> in order to notify the webmaster there is a request pending for access to the website. In this email please indicate the **homeowner name**, **email address** and **residence address** for verification.

After the approval you will receive an email indicating you are grated access and can log in.

You can then go to <u>vizcayahoa.org</u> and sign in with your email and password you set up.

You will stay logged in on that device until you log out using the lcon on the upper right side